

**Finance & Legal Committee  
Building, Planning & Zoning Committee  
Civic Center & Promotion Committee  
Police & Fire Committee  
Public Works Committee  
September 20, 2022, 4:05 PM**

Present: Heinrich, Buchanan, Kamlitz, Steele, Schloegel, Ryan, Hellekson, Blackmore, Blinsky, Dalugama, Edinger, Fosse, Laber, Liebig, Lipetzky, Michel, O'Neill, Reuther, Rowell, Sveum, and Veil.

**FINANCE & LEGAL COMMITTEE**

Chair Heinrich convened the meeting at 4:03 p.m.

Steele moved to forward, without recommendation, to the City Council the Memorandum of Understanding between the City of Jamestown, the National Audubon Society and Jamestown Park and Recreation District for the installation and maintenance of ornithological habitat in the areas as described for a period of twenty years expiring in 2042. Seconded by Schloegel. Unanimous aye vote. Carried.

Kamlitz moved to recommend the City Council approve the request from the North Dakota Bison Discovery Center for a site authorization to conduct gaming at the Quality Inn and Suites in the Banquet Room on December 9, 2022. Seconded by Steele. Unanimous aye vote. Carried.

Steele moved to recommend the City Council approve the JSDC request to fund the remainder of SEPA's USDA RDLEG loan of \$150,940 at a 90/10 city/county split, with the City Share being \$135,846 to be paid from the City Sales Tax Fund. Seconded by Kamlitz. Mayor Heinrich stated that the remainder of this loan that must be removed and assumed by the JSDC so SEPA may receive a loan for the rail project. Unanimous aye vote. Carried.

Kamlitz moved to recommend the City Council approve the JSDC request to fund the Jamestown Tourism 2023 request for \$125,000 in an 80/20 city/county split with the City Share being \$100,000 to be paid from the City Sales Tax Fund. Seconded by Schloegel. Unanimous aye vote. Carried.

Tyrone Grandstrand, Stride Development CEO, presented a long-term, housing development plan for Jamestown and requested the City sponsor the State application request for CDBG funds to purchase and mitigate a property downtown to develop. Grandstrand stated that Stride prefers to match existing buildings and preserve the façade as well as fitting the community and city needs and providing public benefits. Grandstrand said they would like to continue to be a partner in the community.

Buchanan moved to recommend the City Council approve sponsoring a CDBG application with Stride Development for housing within Jamestown. Seconded by Steele. Heinrich emphasized the committee would only be committing to apply for the funds. Unanimous aye vote. Carried.

Mayor Heinrich noted that the discussion of staff retention and recruitment would be rescheduled.

A public hearing concerning the 2023 budget and the second reading on budget Ordinances No. 1562 & 1563 are scheduled on the October 3, 2022, Council agenda.

Chair Heinrich convened the meeting at 4:35 p.m.

**BUILDING, PLANNING & ZONING COMMITTEE**

Chair Kamlitz convened the meeting at 4:35 p.m.

Heinrich moved to recommend the City Council approve the Final Plat of the Veil Subdivision Replat of Lots 4, 5, and 6, Block 7 of Country Side Estates Replat of City West Subdivision, South 33 Feet of the West 50 Feet of the East 165 Feet of Lot 18; East 165 Feet Excluding the South 33 Feet of the West 50 Feet thereof, of Lot 18; North 118 Feet of the West 166 Feet of Lot 18; all of Lots 19, 20, 21 and 22; all in Witzig's 2nd Subdivision and Lots 19, 20, 21 and 22 of DeMent's Lots, Within the SE1/4 of Section 34, T140N, R64W Extraterritorial Jurisdiction of the City of Jamestown, Midway Township, Stutsman County, North Dakota. Seconded by Schloegel. Unanimous aye vote. Carried.

Chair Kamlitz adjourned the meeting at 4:37 p.m.

### **CIVIC CENTER AND PROMOTION COMMITTEE**

Chair Schloegel convened the meeting at 4:37 p.m.

Discussion was held on the Jamestown Tourism / Jamestown Area Chamber of Commerce partnership. Emily Bivens, Jamestown Chamber Executive Director, provided information, including that each entity remains a separate 501c(6) entity, but all staff are Chamber staff. Searle Swedlund provided information.

Emily Bivens and Searle Swedlund described the Frontier Village General Store Project which is the result of searching for a sustainable revenue model.

Steele moved to recommend the City Council approve the quote from the current provider Dakota Central to replace and improve the video security system at the Civic Center at a cost of \$24,625.00, to include all four parking areas and areas inside the facility, specific locations to be approved by Civic Center / Convention Director Fosse and Police Chief Edinger, and paid from the Public Building Site Fund. Seconded by Kamlitz. Civic Center / Convention Director Fosse and Police Chief Edinger provided information. Unanimous aye vote. Carried.

Chair Schloegel adjourned the meeting at 4:54 p.m.

### **POLICE & FIRE COMMITTEE**

Chair Buchanan convened the meeting at 4:54 p.m.

Heinrich moved to recommend the City Council approve a guaranteed 2023 purchase price of \$205,000 for the Police Department body and in-car audio-video system for sworn officers and patrol vehicles through Sourcewell Cooperative Purchasing and authorize a letter of intent with a \$10,000 deposit due in 2022, a \$74,000 payment in 2023 as budgeted in 2023 in the General Fund Police Department as New Equipment, and \$30,250 due annually the next four years during a five-year contract. Seconded by Schloegel. Police Chief Edinger provided information. Unanimous aye vote. Carried.

Steele moved to recommend the City Council approve the request from Anne Carlsen Center to post a school speed zone on 8<sup>th</sup> Ave NW beginning at 400 5<sup>th</sup> St NW and ending in the area of the 3<sup>rd</sup> St NW James River Bridge. Seconded by Schloegel. Police Chief Edinger provided information. Unanimous aye vote. Carried.

Chair Buchanan adjourned the meeting at 5:01 p.m.

### **PUBLIC WORKS COMMITTEE**

Chair Steele convened the meeting at 5:01 p.m.

Kamlitz moved to recommend the City Council approve the replacement of both water treatment plant lime press machines. Seconded by Schloegel. Water Superintendent Rowell and Darrell Hournbuckle, Interstate Engineering, Inc., provided information and answered questions. Unanimous aye vote. Carried.

Water Superintendent Rowell and the committee discussed the shortage of CO<sub>2</sub> used in the water treatment process. Rowell stated it is used to reduce the pH in the lime softening process and prevent scaling and corrosion. The CO<sub>2</sub> production market is reduced, and the city's cost has greatly increased. Currently, North Dakota has one food grade plant (Beulah coal gasification plant) and one transporter (AWG). Hellekson stated that this occurred in 2020 and 2021. Rowell stated the preferred method is a CO<sub>2</sub> holding facility.

Discussion was held on the inert landfill and volume of air space. Darrell Hournbuckle stated that Sanitation Foreman O'Neill requested a survey of the inert landfill which showed that the landfill is done, but can get 8 to 12 months if modified. Hournbuckle noted that requests to the NDDEQ have been submitted to move forward south or modify an existing permit to move north and waive one requirement. Hournbuckle stated that this project is eligible for SRF and likely to be 2023 construction.

Kamlitz moved to recommend the City Council approve the design and installation of culverts as described in the MGM hydraulics study and approve materials and installation by the Street Department to be paid from the Stormwater Utility Fund. Seconded by Schloegel. City Engineer Dillman provided information. Unanimous aye vote. Carried.

Kamlitz moved to recommend the City Council approve placing a September 2022 order for the purchase of the 2023 Street Department new, unused motor grader, which \$348,976 quote from RDO Equipment Company was obtained through Minnesota Cooperative Purchasing Venture, to hold the price, which increases on September 29, 2022, and as budgeted in the 2023 Equipment Replacement Fund to replace the 2018 motor grader per guaranteed buyback in 2023 for \$177,800, with unspent funds of \$18,824, and schedule a special city council meeting on Monday, September 26, 2022 at 12:05, to approve the purchase. Seconded by Schloegel. Engineer Technician Tyler Michel provided information. Unanimous aye vote. Carried.

Heinrich moved to recommend the City Council approve Change Order No. 1 to Baranko Bros. Inc., for Solid Waste Landfill, Cell 3B Final Cover Project (J16-00-106.02), for a net increase in the contract price of \$81,109.61. Darrell Hournbuckle, Interstate Engineering, Inc., provided information. Seconded by Buchanan. Unanimous aye vote. Carried.

Kamlitz moved to recommend the City Council approve Change Order No. 1, to Advantage Electric, to extend the completion date at no additional cost to the Fire Department Generator Project. Seconded by Schloegel. City Engineer Dillman provided information. Unanimous aye vote. Carried.

City Engineer Dillman reviewed the project updates and stated that the sealcoating on Paving District 22-41 will start in May or June 2023 as it is too late to begin sealcoating now. Dillman stated liquidated damages will be recommended when it is completed in 2023.

Recycling collection reports were provided.

Garbage collection report was provided.

Chair Steele adjourned the meeting at 5:55 p.m.

Sarah Hellekson, City Administrator