

JAMESTOWN CITY COUNCIL
REGULAR MEETING, OCTOBER 3, 2022
OFFICIAL MINUTES

The regular meeting of the City Council was called to order by Mayor Heinrich at 5:00 P.M.

The Pledge of Allegiance to the flag was recited.

Roll Call showed the following members present: Mayor Heinrich, Council Members Kamlitz, Buchanan, Steele and Schloegel, City Attorney Ryan, and City Administrator Hellekson.

Council Member Steele moved to approve the minutes of the regular council meeting, September 6, 2022; committee meeting September 20, 2022 and Special City Council Meetings, September 20, 2022 and September 26, 2022. Seconded by Council Member Schloegel. Unanimous aye vote. Carried.

No bids were received for the sale of abandoned/impounded vehicles.

Council Member Kamlitz moved to approve the following consent agenda items:

- A. Resolution to 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.
- B. Resolution to 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.
- C. Resolution to 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.
- D. Resolution to 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.
- E. Resolution to 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.
- F. Resolution to 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.
- G. Resolution to approve the request from Anne Carlsen Center to post a school speed zone on 8th Ave NW beginning at 400 5th St NW and ending in the area of the 3rd St NW James River Bridge.
- H. Resolution to approve the replacement of both water treatment plant lime press machines.
- I. Resolution to 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.

- J. Resolution to 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.
- K. Resolution to approve Change Order No. 1, to Advantage Electric, to extend the completion date at no additional cost to the Fire Department Generator Project.
- L. Resolution to approve Payment No. 8 (Inv 08387.08-8), to SRF Consulting Group, Inc., for 2022 Jamestown Planning and Zoning Technical Services, in the amount of \$4,601.97.
- M. Resolution to approve Payment No. 94 (Inv 82643), to AE2S, LLC, for On Call engineering services (I&C Water) for a total amount of \$2,891.00.
- N. Resolution to approve Payment No. 1 (Inv 48584), to Interstate Engineering Inc., for engineering services on Task Order No. 21-01 – Waste Water Treatment Facility Improvements Facility Plan and CWSRF Application, in the amount of \$3,510.00.
- O. Resolution to approve Payment No. 1 (Inv 48589) to Interstate Engineering, Inc., for engineering services on Hydraulics Study at MGM Trailer Park, in the amount of \$4,984.62.
- P. Resolution to approve Payment No. 2 (Inv 48591), to Interstate Engineering, Inc., for engineering services on Inert Landfill Waste Air Calculations in Section 5, in the amount of \$5,788.44.
- Q. Resolution to approve Payment No. 6 (Inv 48586), to Interstate Engineering, Inc., for engineering services on Fire Station Generator Bid, in the amount of \$1,624.00.
- R. Resolution to approve Payment No. 7 (Inv 48588), to Interstate Engineering, Inc., for engineering services on North West Booster Station, in the amount of \$3,163.00.
- S. Resolution to approve Payment No. 10 (Inv 48596), to Interstate Engineering, Inc., for engineering services on Water Treatment Building Ceiling Removal and Replacement, in the amount of \$2,432.32.
- T. Resolution to approve Payment No. 10 (Inv 48595), to Interstate Engineering, Inc., for engineering services on Civic Center Roof Removal and Replacement, Area B & D, in the amount of \$464.00.
- U. Resolution to approve Payment No. 11 (Inv 48593), to Interstate Engineering, Inc., for engineering services on 2021 University of Jamestown Storm Sewer Improvement District 21-71, in the amount of \$1,035.00.
- V. Resolution to approve Payment No. 11 (Inv 48594), to Interstate Engineering, Inc., for engineering services on Emergency Water Line Improvements District 21-62, Crosstown Supply Line River Crossing and 4th Ave SW/13th St SW to 15th St SW, in the amount of \$1,160.00.
- W. Resolution to approve Payment No. 325 (Inv 48585), in the amount of \$17,477.50, to Interstate Engineering, Inc., for engineering services on various city department consultations as follows:
 - a. (General), in the amount of \$6,264.00;
 - b. (Streets), in the amount of \$1,508.00;
 - c. (Sewer), in the amount of \$2,839.50;
 - d. (Water), in the amount of \$4,232.00;
 - e. (Solid Waste), in the amount of \$1,972.00;
 - f. (Storm Water), in the amount of \$662.00.
- X. Resolution to allow the September indebtedness in the amount of \$3,441,138.56 consisting of \$563,866.09 payroll and \$2,877,272.47 general obligations.

Seconded by Council Member Steele. Consent Roll Call No. 1 showed: 5 ayes, 0 nays, 0 absent. Carried.

Council Member Steele moved a Resolution to approve sponsoring for CDBG application with Stride Development housing project within Jamestown and authorize the mayor and city administrator to apply to the ND Division of Community Services for the CDBG funding. Seconded by Council Member Schloegel. Tyrone Grandstrand, Stride Development, Executive Director provided information. Roll Call No. 2 showed: 5 ayes, 0 nays, 0 absent. Carried.

Council Member Kamlitz moved a Resolution to approve sponsoring a CDBG application for the Jamestown Senior Apartments project within Jamestown and authorize the mayor and city administrator to apply to the ND Division of Community Services for the CDBG funding. Seconded by Council Member Schloegel. Dan Madler, Beyond Shelters CEO, provided information about the Legacy Center 202 condominium ownership with rental assistance and stated that the proposal from Beyond Shelters would utilize CDBG funding to develop a senior housing project and transfer the 202 Legacy tenants and assistance to the new project. Roll Call No. 3 showed: 5 ayes, 0 nays, 0 absent. Carried.

A public hearing was held concerning the proposed budget for City General and Special Funds for the fiscal period January 1, 2023, through December 31, 2023. Ms. Barosso appeared to question the increase in taxes for her property. City Assessor Veil noted that her property previously had a Veterans Credit applied to it until it was sold, and the Veterans Credit would have reduced the amount of property taxes. No one else appeared to object and no written protests were received. The hearing was closed.

Ordinance No. 1562, introduced by Council Member Steele, pertaining to the appropriation of the General and Special Funds for the fiscal year January 1, 2022, through December 31, 2022, had its second reading. Seconded by Council Member Schloegel. Roll Call No. 4 showed: 5 ayes, 0 nays, 0 absent. Carried.

Ordinance No. 1563, introduced by Mayor Heinrich, pertaining to the appropriation of the Revenue and Special Funds for the fiscal year January 1, 2023, through December 31, 2023, had its second reading. Seconded by Council Member Steele. Roll Call No. 5 showed: 5 ayes, 0 nays, 0 absent. Carried.

Council Member Kamlitz moved a Resolution to approve a letter of support from the Jamestown City Council in favor of Jamestown hosting the North Dakota State Class B Girls Basketball Tournament beginning March 2024. Seconded by Council Member Schloegel. Roll Call No. 6 showed: 5 ayes, 0 nays, 0 absent. Carried.

Council Member Steele moved a Resolution to approve the request from RM Stoudt Employees Group to be recognized as an other public spirited organization and to authorize the issuance of a raffle permit. Seconded by Council Member Kamlitz. Mayor Heinrich noted this is for an employee bingo event. Roll Call No. 7 showed: 5 ayes, 0 nays, 0 absent. Carried.

Council Member Steele moved a Resolution to approve 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 with a 15-year maintenance period. Seconded by Council Member Schloegel. City Forester Laber stated when this is approved, these tasks go on the contractor list which may be this fall, or next spring. Roll Call No. 8 showed: 5 ayes, 0 nays, 0 absent. Carried.

Council Member Buchanan moved a Resolution to approve an engineering agreement for the 2023 watermain improvement district. Seconded by Council Member Steele. City Engineer Dillman and Water Superintendent Rowell provided information. Roll Call No. 9 showed: 5 ayes, 0 nays, 0 absent. Carried

Council Member Kamlitz moved a Resolution to approve Payment No. 2 to Hillerud Construction for Suspended Ceiling Removal and Replacement Water Treatment Plan Project, in the amount of \$56,237.40. Seconded by Council Member Steele. Roll Call No. 10 showed: 5 ayes, 0 nays, 0 absent. Carried

Council Member Schloegel moved a Resolution to approve Payment No. 2 to Manning Mechanical Inc., for Mechanical Improvements-Water Treatment Plant Project, in the amount of \$46,062.00. Seconded by Council Member Steele. Roll Call No. 11 showed: 5 ayes, 0 nays, 0 absent. Carried

Council Member Schloegel moved to adjourn at 6:09 p.m. Seconded by Council Member Steele. Unanimous aye vote. Carried.

ATTEST:

SARAH HELLEKSON, City Administrator

APPROVED:

DWAINE HEINRICH, Mayor