

**COMBINED
Finance & Legal Committee
Building, Planning & Zoning Committee
Civic Center & Promotion Committee
Police & Fire Committee
Public Works Committee
December 15, 2022, Minutes**

Present: Heinrich, Kamlitz, Steele, Schloegel, Geroux, Blackmore, Dalugama, Dillman, Edinger, Fosse, Laber, Michel, O'Neill, Reuther, Sveum, and Veil. Absent: Buchanan.

POLICE & FIRE COMMITTEE

Mayor Heinrich convened the meeting at 3:00 pm.

Kamlitz moved to recommend the City Council introduce the first reading of an ordinance to amend and re-enact Sections 15-42 of the City Code pertaining to the definition of Group Child Care Home or Preschool Facility. Seconded by Steele. City Administrator Hellekson provided information. Unanimous aye vote. Carried.

Kamlitz moved to recommend the City Council introduce the first reading of an ordinance to amend and re-enact Article III, Chapter 15, of the code of the City of Jamestown, North Dakota pertaining to the Fire Code Protection Code. Seconded by Steele. Fire Chief Reuther provided information. Unanimous aye vote. Carried.

Mayor Heinrich adjourned the meeting at 3:06 p.m.

FINANCE & LEGAL COMMITTEE

Chair Heinrich convened the meeting at 3:06 p.m.

Steele moved to recommend the City Council approve the energy conservation grant agreement with the ND Department of Commerce Division of Community Services to retrofit lights in the baler, landfill, and animal shelter facilities at a 50% local share of \$32,096.64, which is projected to save \$4,916 annually in energy costs and authorize the City Administrator and Mayor to sign the agreement. Seconded by Schloegel. Mayor Heinrich stated that the local share is from the Solid Waste Fund. Unanimous aye vote. Carried.

Steele moved to recommend the City Council grant final approval of Renaissance Zone incentives (Project J36) by granting a five-year 100% property tax exemption and to recommend the State of ND grant a five-year 100% state income tax exemption for the property located at 213 1st Ave N, 58401, which received preliminary City Council approval on December 5, 2016. Seconded by Kamlitz. City Assessor Veil provided information. Unanimous aye vote. Carried.

Kamlitz moved to recommend the City Council recommend the County Commission approve the 2022 abatement application for a property located at 1414 5th Ave NW, 58401. Seconded by Schloegel. City Assessor Veil stated that the property was destroyed by fire in April 2022 and recommended granting an eight-month pro-rated improvement value from \$168,525 to \$64,121. Unanimous aye vote. Carried.

Kamlitz moved to recommend the City Council approve the request from Knights of Columbus #1883 for a site authorization to conduct gaming at the Jamestown Civic Center on February 18, 2023. Seconded by Steele. Unanimous aye vote. Carried.

Kamlitz moved to recommend the City Council direct the city attorney to review and negotiate a control agreement with Stride Development. Seconded by Schloegel. Tyrone Grandstrand, Stride Development, answered questions. Unanimous aye vote. Carried.

Steele moved to recommend the City Council approve to fund the 2023 Flex PACE Program up to \$500,000, with \$100,000 or 20% paid by the County and \$400,000 or 80% paid by the City from the City Sales Tax Fund 224. Seconded by Kamlitz. Corry Shevlin, JSDC Business Development Director, provided information. Unanimous aye vote. Carried.

Steele moved to recommend the City Council approve to fund the Daycare Expansion Program up to \$50,000, with \$10,000 or 20% paid by the County and \$40,000 or 80% paid by the City from the City Sales Tax Fund 224. Seconded by Schloegel. Corry Shevlin, JSDC Business Development Director, provided information. Unanimous aye vote. Carried.

INFORMATIONAL: The appointment application for the Board of Adjustment will be considered at the January 3, 2023, City Council meeting.

Chair Heinrich adjourned the meeting at 3:28 p.m.

BUILDING, PLANNING & ZONING COMMITTEE

Chair Kamlitz convened the meeting at 3:28 p.m.

Steele moved to recommend the City Council enter a contract with SRF Consulting Group, Inc. to provide the City of Jamestown with professional services for planning and zoning support during the calendar year of 2023 with a contract amount not to exceed \$30,000. Seconded by Heinrich. Unanimous aye vote. Carried.

INFORMATIONAL: A public hearing and second reading is scheduled at the January 3, 2023, city council meeting, Ordinance No. 1567, introduced by Council Member Kamlitz, to amend and re-enact Sections 9-12, 9-13, and 23-38 of the City Code pertaining to the Building Code and Plumbing Code.

Chair Kamlitz adjourned the meeting at 3:29 p.m.

CIVIC CENTER AND PROMOTION COMMITTEE

Chair Schloegel convened the meeting at 3:29 p.m.

Steele moved to recommend the City Council approve grant participation through the State of North Dakota to establish a Family Room at the Civic Center at no cost to the City. Seconded by Kamlitz. City Administrator Hellekson stated information provided by Civic Center Director Fosse. Unanimous aye vote. Carried.

Chair Schloegel adjourned the meeting at 3:33 p.m.

PUBLIC WORKS COMMITTEE

Chair Steele convened the meeting at 3:33 p.m.

Heinrich moved to recommend the City Council award the quote for 2023 Hydrocarbons for the City of Jamestown Operational Programs and Jamestown Park District Operational Programs to Vining Oil Co. in the amounts listed in the Quotation Tabulation dated December 15, 2022. Public Works Director Michel provided information. Seconded by Schloegel. Unanimous aye vote. Carried.

Kamlitz moved to recommend the City Council approve the 2023 Sidewalk, Curb & Gutter District No. 23-11:

- a. To set up and establish the district.
- b. To direct the City Engineer to prepare plans & specifications for the construction of the district.

Seconded by Schloegel. Public Works Director Michel provided information. Unanimous aye vote. Carried.

City Engineer Dillman provided information and reviewed the projects.

Sanitation Foreman O'Neill reminded people to clear snow from around garbage and recycling carts and that city crews need to clear snow before they can start collecting garbage.

Chair Steele adjourned the meeting at 3:45 p.m.

Sarah Hellekson, City Administrator