

JAMESTOWN CITY COUNCIL AGENDA
REGULAR MEETING, FEBRUARY 6, 2023, 5:00 P.M.
COUNCIL ROOM, CITY HALL
JAMESTOWN, ND 58401

Public meeting agenda and minutes can be found at www.JamestownND.gov or contact us at info@JamestownND.gov or 701-252-5900.

Access the meeting remotely through Microsoft Teams. The link and phone will be available at 4:45 PM. The meeting begins at 5:00 PM. Please remember to mute your computer or phone. We do not automatically mute participants.

Join on your computer or mobile app: [Click here to join the meeting](#). Contact Info@JamestownND.gov for the video link at least two hours prior to the meeting.

Or Phone 701-566-9575, Conference ID: 420 533 606 #

1. CALL TO ORDER & PLEDGE OF ALLEGIANCE:

A. Roll Call:

2. PUBLIC HEARING:

A. HEARING FROM THE AUDIENCE: (Individuals may address the City Council about any item not contained on the agenda. A maximum of 15 minutes is allotted for the hearing. If the full 15 minutes are not needed, the City Council will continue with the agenda. The City Council will take no official action on items discussed at the hearing, with the exception of referral to staff or Committee.)

3. APPROVAL OF MINUTES:

A. Minutes of the regular City Council meeting, January 3, 2023

B. Minutes of the committee meetings, January 24 & 26, 2023

Moved by CM _____. Seconded by CM _____.

4. BIDS:

A. Opening bids for the sale of an impounded/abandoned vehicle.

5. CONSENT AGENDA ITEMS:

To provide more time to discuss controversial or disputed issues, the Council will consider the items on the consent agenda together at the beginning of the public meeting. These items are considered to be routine and will be enacted by one motion. If a member of the City Council or public requests to be heard on one of these items, the Council will remove the item from the consent agenda and consider that item individually.

- A. Resolution to approve a second one-year extension to the Memorandum of Agreement between Stutsman County and the City on the joint provision of library services, extending by one year the date each entity may provide notice of intent to withdraw to March 3, 2024, and directing the City Attorney to write the MOA extension.
- B. Resolution to approve the Joint Powers Agreement with Jamestown Park and Recreation District for the funding, repair, and replacement of the pedestrian bridges in the Jamestown Parks and authorize the Mayor and City Administrator to sign the agreement.
- C. Resolution to approve the sales prices on city owned lots for the year 2023.
- D. Resolution to approve funding the remaining costs of the 21-61 water mains project with American Rescue Plan Act (ARPA) funds and approving the 2022 transfer of \$385,847.64 of ARPA revenue to the Construction Fund.
- E. Resolution to approve funding the 22-61 water mains project with American Rescue Plan Act (ARPA) funds and approving the 2022 transfer of \$110,697.12 of ARPA revenue to the Construction Fund.
- F. Resolution to approve creating Frontier Village revenue and expense sections within the General Fund.
- G. Resolution to approve a request from Rocky Mountain Elk Foundation Inc for a site authorization to conduct gaming at the Gladstone Inn in the Ball Room on April 15, 2023.
- H. Resolution to approve a request from Jamestown Drag Racing Association for a site authorization to conduct gaming at the All Vets Club in the Dining Room on September 30, 2023.
- I. Resolution to approve a request from El Zagal Jamestown Clowns for a site authorization to conduct gaming at the Elks Club in the Parking Lot on June 17, 2023.
- J. Resolution to approve extending the antenna license agreement with Sprint (T-Mobile) into 2023, for the right to install, operate and maintain an antenna and related facilities without interference with city's infrastructure, or maintenance and repair requirements and direct the City Attorney to draft the license agreement.
- K. Resolution to approve the Urban Woods and Prairies Initiative Restoration Site Plan(s) Agreement between the National Audubon Society, City of Jamestown and Jamestown

Parks Department and authorize the Mayor and City Administrator to sign the agreement.

- L. Resolution to approve the Jamestown Civic Center rental rate for the four concourse sections at \$300 for an eight-hour period per concourse section rented, not to include individual meeting rooms beginning January 1, 2023.
- M. Resolution to approve the request from Jamestown Tourism for \$30,000 for startup inventory at the City's Frontier Village General Store operated by Jamestown Tourism to be paid from the General Fund.
- N. Resolution to approve the request from Jamestown Tourism for \$12,000 for a portion of the maintenance position salary at the City's Frontier Village operated by Jamestown Tourism to be paid from the General Fund.
- O. Resolution to approve the request from Jamestown Tourism for \$20,000 for a portion of the visitor experience manager salary at the City's Frontier Village operated by Jamestown Tourism to be paid from the General Fund.
- P. Resolution to approve the Frontier Village additional camera quote from Dakota Central in the amount of \$4,091.60 to be paid from the Public Building Site Fund and excess insurance reimbursement for the stolen camera.
- Q. Resolution to approve the following for 2023 Seal Coat, Patching, Construction & Reconstruction District 23-41: to direct the preparation of detailed plans and specifications for the construction of the district.
- R. Resolution to approve the following for 2023 Sidewalk, Curb & Gutter District 23-11: to accept and approve the plans and specifications, as prepared by the City Engineer, for the construction of the district; and to direct the City Administrator to advertise for bids for the construction of the district.
- S. Resolution to approve the plans and specifications for the NW Booster Station Improvements, and to authorize the advertisement for bids.
- T. Resolution to approve the plans and specifications for the 23-61 Water Main Improvement District, and to authorize the advertisement for bids.
- U. Resolution to approve the engineering agreement with Interstate Engineering for the Pedestrian Bridge Improvement Project.
- V. Resolution to authorize the City Auditor and Mayor to apply for and sign a grant application with Garrison Diversion for funds to assist with funding the replacement and repair of pedestrian bridges in the Jamestown Parks.
- W. Resolution to approve Payment No. 9 (Inv 84876), to AE2S, LLC, for Cyber Security Improvements for \$95.00.
- X. Resolution to approve Payment No. 12 (Inv 08387.08-12), to SRF Consulting Group, Inc., for 2022 Jamestown Planning and Zoning Technical Services, in the amount of \$1,688.72.

- Y. Resolution to approve Payment No. 98 (Inv 84842), to AE2S, LLC, for On Call engineering services (I&C Water) for a total amount of \$5,593.04.
- Z. Resolution to approve Payment No. 1 (Inv 49948), to Interstate Engineering Inc., for engineering services on Industrial Pretreatment Program Development, Recommended Ordinance and Program Scope for a total amount of \$2,300.00.
- AA. Resolution to approve Payment No. 1 (Inv 49942), to Interstate Engineering Inc., for engineering services to locate and/or pin Corners of Lots 9-12, Block 31, Original Jamestown and provide Certificate of Survey for City Lot Combination for a total amount of \$1,628.44.
- BB. Resolution to approve Payment No. 2 (Inv 49944), to Interstate Engineering Inc., for engineering services on Inert Landfill Permit and Expansion for a total amount of \$1,259.00.
- CC. Resolution to approve Payment No. 2 (Inv 49945), to Interstate Engineering Inc., for engineering services on Water Treatment Plant Lime Sludge Filter Press Replacement Procurement and Installation Contracts for a total amount of \$1,096.00.
- DD. Resolution to approve Payment No. 3 (Inv 49943), 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 \$11,700.00.
- EE. Resolution to approve Payment No. 11 (Inv 49946), to Interstate Engineering, Inc., for engineering services on North West Booster Station, in the amount of \$9,097.00.
- FF. Resolution to approve Payment No. 14 & FINAL (Inv 49949-FINAL), to Interstate Engineering, Inc., for engineering services on Water Treatment Building Ceiling Removal and Replacement, in the amount of \$1,376.00.
- GG. Resolution to approve Payment No. 329 (Inv 49675), in the amount of \$3,748.50, to Interstate Engineering, Inc., for engineering services on various city department consultations as follows:
 - a. (General), in the amount of \$2,668.00;
 - b. (Streets), in the amount of \$580.00;
 - c. (Sewer), in the amount of \$97.00;
 - d. (Water), in the amount of \$116.00;
 - e. (Solid Waste), in the amount of \$287.50.
- HH. Resolution to approve Payment No. 329 (Inv 49947), in the amount of \$11,422.00, to Interstate Engineering, Inc., for engineering services on various city department consultations as follows:
 - a. (General), in the amount of \$5,684.00;
 - b. (Streets), in the amount of \$1,605.00;
 - c. (Sewer), in the amount of \$1,740.00;
 - d. (Water), in the amount of \$1,271.00;
 - e. (Solid Waste), in the amount of \$1,122.00.

II. Motion to accept the reports of the Municipal Judge, Police Department, Fire Department, Public Works Departments, Inspection Department, Forestry Department, Civic Center, Central Valley Health Unit, and financial status.

JJ. Resolution on the Budget.

TO APPROVE CONSENT AGENDA ITEMS AS PRINTED.

Moved by CM _____. Seconded by CM _____. Consent Roll Call No. __: __ ayes, __ nays, __ absent.

REGULAR AGENDA

6. RESOLUTIONS:

A. PUBLIC HEARING: Concerning Seal Coat, Patching, Construction and Reconstruction District #23-41 protests and the sufficiency thereof.

B. To consider that the protests have been found to be (sufficient-insufficient) to bar proceeding with Seal Coat, Patching, Construction and Reconstruction District #23-41.

Moved by CM _____. Seconded by CM _____. Roll Call No. _: __ ayes, __ nays, __ absent.

C. To consider authorizing the City Engineer to develop detailed plans, specifications and estimates for Seal Coat, Patching, Construction and Reconstruction District #23-41. Moved by CM _____. Seconded by CM _____. Roll Call No. _: __ ayes, __ nays, __ absent.

D. To recommend approve supporting collaborative efforts by the state Legislature, governor's office, municipalities, and industry to ensure additional sources of food grade CO2 within the state and adequate storage facilities. Moved by CM _____. Seconded by CM _____. Roll Call No. __: __ ayes, __ nays, __ absent.

7. COMMITTEE REPORTS:

A. To award the bid for the sale of an impounded/abandoned vehicles to _____, in the amount of \$_____. Moved by CM _____. Seconded by CM _____. Roll Call No. __: __ ayes, __ nays, __ absent.

8. ORDINANCES:

- A. **PUBLIC HEARING:** Concerning 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.

- B. **SECOND READING:** Ordinance No. 1568, introduced by Council Member Buchanan, to amend and re-enact Section 15-42 of the City Code pertaining to the definition of Group Child Care Home or Preschool Facility. Seconded by CM _____. Roll Call No. ____ showed: __ ayes, __ nays, __ absent.

- C. **PUBLIC HEARING:** Concerning 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.

- D. **SECOND READING:** Ordinance No. 1569, introduced by Council Member Schloegel, 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 CM _____. Roll Call No. ____ showed: __ ayes, __ nays, __ absent.

9. APPOINTMENTS:

10. MAYOR AND COUNCIL MEMBER'S REPORT:

11. OTHER BUSINESS:

- A. To consider approving the promotion of Dorene Stroh, Appraiser, to the position of City Assessor, at Range 69, Step 5. Moved by CM _____. Seconded by CM _____. Roll Call No. __: __ ayes, __ nays, __ absent.

- B. To consider approving funding the local share of the James River Bank Stabilization costs with Stormwater Utility funds and approving the 2022 transfer of \$265,713.35 Stormwater Utility revenue to the Construction Fund. Moved by CM _____. Seconded by CM _____. Roll Call No. __: __ ayes, __ nays, __ absent.

C. To recommend holding a public hearing on February 23, 2023, at 4:00 P.M. in the Council Room at City Hall to amend the 2023 budget. Moved by CM _____. Seconded by CM _____. Roll Call No. __: __ayes, __nays, __absent.

12. ADJOURNMENT: Moved by CM _____. Seconded by CM _____.