

JAMESTOWN CITY COUNCIL  
REGULAR MEETING, MARCH 6, 2023  
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, Assistant City Attorney Geroux, and City Administrator Hellekson.

Rex Graves of Jamestown appeared before the City Council.

Council Member Kamlitz moved to approve the minutes of the regular council meeting, February 6, 2023, committee meeting, February 21, 2023, and February 23, 2023, and Special City Council meetings, February 21, 2023, and February 23, 2023. Seconded by Council Member Schloegel. Unanimous aye vote. Carried.

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

- A. Resolution to approve a request from Togstad's C.A.R.E. Fund to be recognized as an other public spirited organization and to authorize the issuance of a raffle permit.
- B. Resolution to approve the request from JSDC for 2023 South Central Dakota Regional Council Dues from Economic Development Funds, in the amount of 36,458.00, with the City Share to be \$22,969.00 and paid from the City Sales Tax Fund.
- C. Resolution to approve the street closings and/or permits to allow alcoholic beverages in fenced areas for the St. Patrick's Day event, Running of the Green, on March 18, 2023, for the following: All Vets Club; Jamestown Country Club d.b.a. Elks Lodge; and Frontier Fort Bar & Grill, and approval of the following, subject to receipt of completed applications: Buffalo Lanes, Inc.; Corner Bar; Middles LLC d.b.a. Fred's Den; Jonny B's Brickhouse; Knights of Columbus; Office Bar & Lounge; and Blazer, Inc. d.b.a. Shady's.
- D. Resolution to approve the 2023 to December 31, 2024, RSVP Enterprises, Inc., Frontier Village one-year lease with the ability to renew and requiring City Council approval of any rate change and authorize the Mayor and the City Administrator to sign the agreement.
- E. Resolution to approve participating in the National Opioid Settlements with Teva, Allergan, CVS, Walgreens and Walmart and authorize the Mayor to sign the documents related to the settlement.
- F. Resolution to approve the proposed renewal of the Preventative HVAC Maintenance Contract from Metropolitan Mechanical Contractors Inc.
- G. Resolution to approve the 2023 request for bids for a new basketball floor for the Civic Center, less the trade-in value of the old floor, to be paid from the City Sales Tax Fund and any sponsorships.
- H. Resolution to approve the Jamestown projects on the NDDOT Statewide Transportation Improvement Program (STIP) list.
- I. Resolution to approve the purchase price of \$270,980.00 for the Street Department Pelican Street Sweeper, through Sourcewell Cooperative Purchasing, which funds shall be paid in 2023 from the Equipment Replacement Fund.

- J. Resolution to approve the 2023 City of Jamestown Standard Specifications as prepared by the Engineering Department.
- K. Resolution to approve the Preliminary Engineering Reimbursement Agreement with the NDDOT on US Highway 52 from 7<sup>th</sup> St to 4<sup>th</sup> Ave SW, to include the replacement of the James River structures and reconfiguration of the 1<sup>st</sup> Ave and 10<sup>th</sup> St intersection Project No. MHU-NH-2-052(050)266 PCN 23630, NDDOT Contract # 38230070, and authorizing the City Auditor, City Attorney and Mayor to sign the agreement and the NDDOT authorization.
- L. Resolution to approve the following pertaining to 2023 Seal Coat, Patching, Constructions & Reconstruction District #23-41:
- a. To approve plans, specifications and estimates for the construction of the district.
  - b. To authorize the advertisement for bids for Seal Coat, Construction & Reconstruction District #23-41.
- M. Resolution to approve the vehicle quotes for the Street Department replacing:
1. a 2012 Ford F-350 (unit 19) with a 2023 1-ton, 4-door crew cab, 4X4 pickup truck, the cost of \$55,140 to be paid from the 221 Equipment Replacement Fund;
  2. a 2000 Ford F-250 (unit 13) with a 2023 3 / 4 ton, 4-door crew cab, 4X4 pickup truck, the cost of \$53,725 to be paid from the 221 Equipment Replacement Fund;
  3. a 2012 Ford F-450 (unit 14) with a 2023 1-ton, 4-door, 4X4 pickup truck, the cost of \$56,090 to be paid from the 221 Equipment Replacement Fund;
  4. a 2012 Ford F-250 (unit 17) with a 2023 3 / 4 ton, 4-door, 4X4 crew cab pickup truck, the cost of \$52,470 to be paid from the 221 Equipment Replacement Fund.
- N. Resolution to approve Payment No. 1 (Inv 08387.09-1), to SRF Consulting Group, Inc., for 2023 Jamestown Planning and Zoning Technical Services, in the amount of \$637.86.
- O. Resolution to approve Payment No. 99 (Inv 85649), to AE2S, LLC, for On Call engineering services (I&C Water) for a total amount of \$829.75.
- P. Resolution to approve Payment No. 2 (Inv 50143), to Interstate Engineering Inc., for engineering services on Sludge Pumps at Water Treatment Plant, in the amount of \$1,795.00.
- Q. Resolution to approve Payment No. 3 (Inv 50140), to Interstate Engineering Inc., for engineering services on Inert Landfill Permit and Expansion, in the amount of \$1,902.50.
- R. Resolution to approve Payment No. 3 (Inv 50141), to Interstate Engineering Inc., for engineering services on Water Treatment Plant Lime Sludge Filter Press Replacement Procurement and Installation Contracts, in the amount of \$2,652.32.
- S. Resolution to approve Payment No. 12 (Inv 50142), to Interstate Engineering, Inc., for engineering services on North West Booster Station, in the amount of \$4,890.00.
- T. Resolution to approve Payment No. 331 (Inv 50144), in the amount of \$22,887.50, to Interstate Engineering, Inc., for engineering services on various city department consultations as follows:
- a) (General), in the amount of \$6,982.50;
  - b) (Streets), in the amount of \$9,007.50;
  - c) (Sewer), in the amount of \$3,627.50;
  - d) (Water), in the amount of \$680.00;
  - e) (Solid Waste), in the amount of \$2,222.50;
  - f) (Storm Water), in the amount of \$367.50.

U. Resolution to allow the February indebtedness in the amount of \$3,538,495.60 consisting of \$585,463.54 payroll and \$2,953,032.06 general obligations.

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

Council Member Buchanan questioned whether UJ supported a liquor license on the UJ campus. Council Member Steele confirmed with UJ staff that UJ supports the establishment with a liquor license. Council Member Steele moved to approve the request from Eric Nordstrom d.b.a. Spirits Bar and Grill, for a Class D liquor license at 1107 N. University Dr, Suite #100, for the period ending June 30, 2024, contingent upon receiving a certificate of occupancy from the City of Jamestown Inspections Department. Seconded by Council Member Kamlitz. Roll Call No. 2 showed: 4 ayes, 1 nay, 0 absent. Carried.

Council Member Kamlitz moved to appoint Emaline Roorda to serve as a member of the James River Valley Library System Board for a 3-year term to expire in March 2026. Seconded by Council Member Schloegel. Roll Call No. 3 showed: 5 ayes, 0 nays, 0 absent. Carried.

Council Member Steele moved a Resolution to approve the request from Jamestown Public School District to enter into an Emergency Shelter Agreement with the City of Jamestown and authorize the Mayor and City Administrator to sign the Agreement. Seconded by Council Member Schloegel. City Administrator Hellekson stated that although Jamestown community agencies and organizations work well together and the city would certainly provide shelter as requested, the agreement was requested and approved by the school district. Roll Call No. 4 showed: 5 ayes, 0 nays, 0 absent. Carried.

Council Member Steele moved a Resolution to forward without action to the April City Council meeting the award for the bid for the Watermain Improvement District 23-61. Seconded by Council Member Buchanan. City Engineer Dillman explained that one bid was received over the engineer's estimate. Dillman stated the extra time will allow staff to review the bid. Roll Call No. 5 showed: 5 ayes, 0 nays, 0 absent. Carried.

Council Member Kamlitz moved a Resolution to award the bid to American General Contractors for the North West Booster Station Project in the amount of \$296,000. Seconded by Council Member Schloegel. City Engineer Dillman provided information. Roll Call No. 6 showed: 5 ayes, 0 nays, 0 absent. Carried.

Council Member Steele moved a Resolution to approve the request from Mule Deer Foundation for a site authorization to conduct gaming at Club 1883 (Banquet Room) on March 25, 2023. Seconded by Council Member Kamlitz. Roll Call No. 7 showed: 5 ayes, 0 nays, 0 absent. Carried.

Council Member Schloegel moved to adjourn at 5:32 p.m. Seconded by Council Member Kamlitz. Unanimous aye vote. Carried.

ATTEST:  
SARAH HELLEKSON, City Administrator

APPROVED:  
DWAINE HEINRICH, Mayor