

**Finance & Legal Committee
Building, Planning & Zoning Committee
Civic Center & Promotion Committee
Police & Fire Committee
Public Works Committee
November 21, 2023, 3:00 PM**

Present: Heinrich, Buchanan, Schloegel, Steele, Geroux, Hellekson, Blackmore, Edinger, Michel, O'Neill, Reuther, Rowell, Stroh and Sveum.

FINANCE & LEGAL COMMITTEE

Chair Heinrich convened the meeting at 3:00 p.m.

Buchanan moved to recommend the City Council approve the payment of National Opioid Settlement Funds received in the amount of \$11,097.64 to Central Valley Health District (CVHD) to be used as mutually agreed by the City and CVHD. Seconded by Steele. Unanimous aye vote. Carried.

Steele moved to forward, without recommendation, to the City Council meeting December 4, 2023, the request to allow chickens/hens to be kept within city limits at 535 5th St NE. Seconded by Buchanan. Building Inspector Blackmore and Winona Schwols provided information. Unanimous aye vote. Carried.

Kamlitz moved to recommend the City Council direct the City Attorney to review and edit the 2005 Employee Handbook with suggestions from City staff. Seconded by Schloegel. Unanimous aye vote. Carried.

Steele moved to recommend the City Council approve the 2023 abatement application for a property located at 405 7th Ave SE, 58401. Seconded by Schloegel. City Assessor Stroh provided information. Unanimous aye vote. Carried.

Buchanan moved to recommend the City Council table the request by Paul and Susan Jensen to purchase the lot described as Donna's Addition, Block 2, Lot 18, listed as not for sale, to allow time to study the matter further. Seconded by Kamlitz. 2 ayes, 3 nays. Motion fails.

Kamlitz moved to recommend the City Council approve a request from Jamestown Hockey Boosters Inc, for a gaming site authorization to conduct gaming at The Woolly for the period December 1, 2023, through June 30, 2024. Seconded by Schloegel. Unanimous aye vote. Carried.

Kamlitz moved to recommend the City Council approve a request from Jamestown Hockey Boosters Inc, for a gaming site authorization to conduct gaming at Spirit's Bar & Grill for the period January 1, 2024, through June 30, 2024. Seconded by Steele. Unanimous aye vote. Carried.

Steele moved to recommend the City Council approve the updated agreement between the City of Jamestown and Aqua-Pure, beginning January 1, 2024, and ending December 31, 2024, with the option to extend annually and authorize the Mayor and City Administrator to sign the agreement. Seconded by Schloegel. Water Superintendent Rowell provided information. Unanimous aye vote. Carried.

Buchanan moved to recommend the City Council approve the Mutual Aid Agreement between the City of Jamestown and the City of Fargo fire departments. Seconded by Kamlitz. Unanimous aye vote. Carried.

Kamlitz moved to recommend the City Council approve the 2024 licenses and permit fees effective January 1, 2024, with the tobacco license increasing from \$90 to \$120 as of January 1, 2024. Seconded by Schloegel. Chief Edinger provided information. Unanimous aye vote. Carried.

Kamlitz moved to recommend the City Council approve the adjustments to utility rates effective January 1, 2024. Seconded by Schloegel. City Administrator Hellekson provided information. Unanimous aye vote. Carried.

Council Member Kamlitz exited the Council Chambers at 4:14 P.M.

Council Member Kamlitz seated himself at 4:16 P.M.

Steele moved to forward, without recommendation, to the City Council meeting December 4, 2023, the request to approve the agreement between the City of Jamestown and AE2S for Well 8 Control Panel Logic Controller Upgrade and authorize the City Administrator to sign the agreement. Seconded by Schloegel. Water Superintendent Rowell and Assistant City Attorney Geroux provided information. Unanimous aye vote. Carried.

INFORMATIONAL: The applications for appointment to the Fire Code Board of Appeals will be considered at the December 4, 2023, City Council meeting.

Chair Heinrich adjourned the meeting at 4:16 p.m.

BUILDING, PLANNING & ZONING COMMITTEE

Chair Kamlitz opened and adjourned the meeting at 4:16 p.m. as there were no items for discussion.

CIVIC CENTER AND PROMOTION COMMITTEE

Chair Schloegel opened and adjourned the meeting at 4:16 p.m. as there were no items for discussion.

POLICE & FIRE COMMITTEE

Chair Buchanan convened the meeting at 4:16 p.m.

Police Chief Edinger provided a department update.

Heinrich moved to recommend the City Council approve participating in a Workforce Safety Insurance (WSI) employer reimbursement program to reduce the costs of routine medical examinations of full-time firefighters and police officers. Seconded by Steele. Chief Edinger, Deputy Auditor/HRO Sveum and Jane Wick, Loss Control Program Manager from ND Workforce Safety Insurance, provided information. Unanimous aye vote. Carried.

Heinrich moved to recommend the City Council approve the Back the Blue Award and authorize the City Administrator to sign the Back the Blue acceptance form. Seconded by Steele. Police Chief Edinger provided information. Unanimous aye vote. Carried.

Chair Buchanan adjourned the meeting at 4:50 p.m.

PUBLIC WORKS COMMITTEE

Chair Steele convened the meeting at 4:50 p.m.

Kamlitz moved to recommend the City Council approve the quote for 2024 Chemicals for the City of Jamestown water treatment and wastewater collection and treatment. Seconded by Buchanan. Public Works

Director Michel provided information. Unanimous aye vote. Carried.

Heinrich moved to recommend the City Council approve the quote for 2024 Hydrocarbons for the City of Jamestown Operational Programs and Jamestown Park District Operational Programs. Seconded by Schloegel. Public Works Director Michel provided information. Unanimous aye vote. Carried.

Buchanan moved to recommend the City Council approve the extension to the Jamestown Recycling Collection Services Enterprise Agreement and authorize the Mayor and City Administrator to sign the agreement. Seconded by Schloegel. Assistant City Attorney Geroux provided information. Unanimous aye vote. Carried.

Kamlitz moved to recommend the City Council approve the following pertaining to 2024 Seal Coat, Patching, Construction & Reconstruction District #24-41:

- a) To approve the preliminary engineering report on the district.
- b) To declare it necessary to construct the district and direct the City Administrator to publish notice of a public hearing concerning the district. Seconded by Schloegel. Public Works Director Michel provided information. Unanimous aye vote. Carried.

Kamlitz moved to forward, without recommendation, to the City Council meeting on December 4, 2023, the request to approve the agreement between the City of Jamestown and AE2S for a water and sewer needs assessment and authorize the Mayor and City Administrator to sign the agreement. Seconded by Heinrich. Public Works Director Michel, Jason Whitesock, AE2S I&C Practice Leader, and Cullen Wells, AE2S Senior I&C Specialist provided information. Unanimous aye vote. Carried.

Kamlitz moved to recommend the City Council approve Change Order No. 1 to Gladen Construction for Jamestown Inert Landfill Cell 7, for a net increase in the contract price of \$4,393.20. Seconded by Schloegel. City Engineer Dillman provided information. Unanimous aye vote. Carried.

City Engineer Dillman reviewed the project updates.

City Sanitation Foreman O'Neill provided an update.

Chair Steele adjourned the meeting at 5:16 p.m.

Sarah Hellekson, City Administrator