

JAMESTOWN CITY COUNCIL
REGULAR MEETING, NOVEMBER 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.

Police Chief Edinger presented K-9 Odin and handler Sergeant Andrew Stoen with a retirement award for service that began in November 2016.

Council Member Steele moved to approve the minutes of the regular council meeting, October 2, 2023, the special city council meetings, October 26, 2023, and October 31, 2023, and the committee meetings October 24 and 26, 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 the 2022 City of Jamestown Audit Report as prepared by Schauer & Associates, PC.
- B. Resolution to approve the request from Bonnie Hansen d.b.a. Comfort, for a Beer, Wine, and Sparkling Wine license at 208 1st St. W, Jamestown, for the period ending 12/31/2023.
- C. Resolution to approve the JSDC request to fund the Jamestown Tourism 2024 request for \$125,000 in an 80/20 city/county split with the City's share being \$100,000 to be paid from the City Sales Tax Fund.
- D. Resolution to approve the JSDC request of \$128,571.44 PACE Funding for RTS Shearing, LLC, \$102,857.16 (80%) to be paid by the City from the City Sales Tax Fund and \$25,714.28 (20%) from the County.
- E. Resolution to request the JSDC consider marketing and brokering the sales of city-owned commercial properties on behalf of the City of Jamestown, for the properties located at:
 - a. 1110 Railroad Drive currently legally described as Kourajian 1st Addition, Block 14, Lot 6
 - b. Harold P. Bensch Addition, Block 1, Lots 1 & 2 and Block 2, Lot 1.
- F. Resolution to approve adequate time for a media release to be shared regarding the Midland Continental Caboose located at Frontier Village.
- G. Resolution to direct the City Attorney to draft a Memorandum of Understanding (MOU) between Stutsman County, Barnes County, Valley City Police Department and Jamestown Police Department for monetary support for training and response when not reimbursed through the Association of Counties.
- H. Resolution to approve combining the Lime Filter Press Project with a recycle reuse project and apply for CWSRF funds to complete the project.
- I. Resolution to approve the Change Order No. 1 to CC Steel, LLC for 96" Storm Sewer Emergency Replacement for a zero-cost difference.

- J. Resolution to approve the Change Order No. 2-FINAL to CC Steel, LLC for 96” Storm Sewer Emergency Replacement for a net increase in the contract price of \$1,225.
- K. Resolution to approve the following pertaining to the 2024 Seal Coat, Patching, Construction & Reconstruction District #24-41:
 - a) To create the district.
 - b) To direct the preparation of a preliminary engineering report concerning the district.
- L. Resolution to approve the following pertaining to the 2024 Citywide Parks Pedestrian Bridges Construction and Reconstruction District #24-21:
 - 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.
- M. Resolution to approve Payment No. 3, to LD Concrete, for Construction on the 2023 Sidewalk and Curb & Gutter District 23-11, in the amount of \$52,977.70.
- N. Resolution to approve Payment No. 1, to CC Steel, LLC., for 96” Storm Sewer Emergency Replacement, Project 23-71, in the amount of \$1,788,225.50.
- O. Resolution to approve Payment No. 6-FINAL, to Border States Paving Inc., for construction on the 2023 Seal Coat, Patching, Construction and Reconstruction District 23-41, in the amount of \$109,312.79.
- P. Resolution to approve Payment No. 9 (Inv 08387.09-9), to SRF Consulting Group, Inc., for 2023 Jamestown Planning and Zoning Technical Services, in the amount of \$1,451.74.
- Q. Resolution to approve Payment No. 11 (Inv 90098), to AE2S, LLC, for Cyber Security Improvements for a total amount of \$161.25.
- R. Resolution to approve Payment No. 107 (Inv 90273), to AE2S, LLC, for On Call engineering services (I&C Water) for a total amount of \$3,106.55.
- S. Resolution to approve Payment No. 3 (Inv 52403), to Interstate Engineering Inc., for engineering services on Project #23-42 12th Ave SE, in the amount of \$68,950.70.
- T. Resolution to approve Payment No. 6 (Inv 52401), to Interstate Engineering Inc., for engineering services on Project #23-71 Emergency Repair of 96” Storm Sewer, in the amount of \$31,748.68.
- U. Resolution to approve Payment No. 7 (Inv 52400), to Interstate Engineering Inc., for engineering services on Project #24-21 Replacement of Three (3) Pedestrian Bridges, in the amount of \$20,471.58.
- V. Resolution to approve Payment No. 10 (Inv 52399), to Interstate Engineering Inc., for engineering services on Inert Landfill Permit and Expansion, in the amount of \$2,050.00.
- W. Resolution to approve Payment No. 339 (Inv 52402), in the amount of \$16,032.52, to Interstate Engineering, Inc., for engineering services on various city department consultations as follows:
 - a) General, in the amount of \$6,696.40;
 - b) Streets, in the amount of \$ 1,352.18;
 - c) Sewer, in the amount of \$1,032.18;
 - d) Water, in the amount of \$1,964.06;
 - e) Solid Waste, in the amount of \$ 4,493.80;
 - f) Storm Water, in the amount of \$493.90.
- X. Resolution to allow the October indebtedness in the amount of \$4,479,838.89 consisting of \$608,395.23 payroll and \$3,871,443.66 general obligations.

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

Council Member Steele moved a resolution to approve the request from the JSDC for a \$1,000,000 Bison World, Inc. investment 80/20 City/County split, which investment to be distributed as described in the JSDC memorandum dated October 4, 2023, and structured as provided in the Bison World, Inc. Sale of Convertible Notes Summary of Terms, with the City's share being \$800,000 to be paid from the City Sales Tax Fund. Seconded by Council Member Kamlitz. Corry Shevlin, JSDC Executive Director, provided information. Roll Call No. 2 showed: 4 ayes, 1 nay (Buchanan), 0 absent. Carried.

Council Member Schloegel moved a resolution to authorize filing of the application with the North Dakota Department of Environmental Quality for a loan under the Clean Water Act and/or Safe Drinking Water Act. Seconded by Council Member Kamlitz. Roll Call No. 3 showed: 5 ayes, 0 nays, 0 absent. Carried.

Council Member Steele moved a resolution to appoint to the Homer Township Zoning Commission, Brian Kamlitz, for a term ending December 31, 2025, and David Hillerud, for a term ending December 31, 2026. Seconded by Council Member Buchanan. Roll Call No. 4 showed: 5 ayes, 0 nays, 0 absent. Carried

Council Member Schloegel moved a resolution to approve a letter of support from the Jamestown City Council, supporting the Great Plains Housing Authority application for the U.S. Department of HUD Moving to Work designation, and authorize the Mayor to sign the letter. Seconded by Council Member Steele. Great Plains Housing Authority Executive Director David Klein provided information. Roll Call No. 5 showed: 5 ayes, 0 nays, 0 absent. Carried.

Council Member Buchanan moved a resolution to approve the proposal from Innova to provide electronic locks for City Hall in the amount of \$59,126, and up to an additional \$10,000 for other electrical and material costs, for a total of \$69,126 to be paid from the \$90,000 budgeted for City Hall in 2023 in the Public Building Site Fund. Seconded by Council Member Schloegel. Roll Call No. 6 showed: 3 ayes, 2 nays (Heinrich, Steele), 0 absent. Carried.

Council Member Schloegel moved a resolution to authorize the City Assessor, City Administrator and Mayor to appoint members to a Renaissance Zone Committee, not to exceed 13 people and this committee may develop recommendations and amendments to the 2000 Renaissance Zone Development Plan. Seconded by Council Member Kamlitz. Roll Call No. 7 showed: 5 ayes, 0 nays, 0 absent. Carried.

Council Member Kamlitz moved a resolution to approve the purchase agreement between Melland Company and City of Jamestown for the property at 1604 8th Ave SW, 1620 8th Ave SW and 1509 9th Ave SW, in the amount of \$900,000 and authorize the Mayor and City Administrator to sign the agreement. Seconded by Council Member Schloegel. Roll Call No. 8 showed: 5 ayes, 0 nays, 0 absent. Carried.

Council Member Kamlitz moved a resolution to approve the quotes from Border States to purchase Class 5 and Class 13 gravel. Seconded by Council Member Steele. Public Works Director Michel provided information. Roll Call No. 9 showed: 5 ayes, 0 nays, 0 absent. Carried.

Council Member Steele moved a resolution to approve the modified five-year Urban Area Boundary and authorize the City Planner to submit the information to the ND Department of Transportation. Seconded by Council Member Schloegel. City Planner Dalugama provided information. Roll Call No. 10 showed: 5 ayes, 0 nays, 0 absent. Carried.

Council Member Steele moved a resolution to authorize the Mayor and the City Attorney to develop a plan and present to City Council relative to the payment of National Opioid Settlement Funds received in the amount of \$11,097.64 and according to N.D.C.C. 50-36 Opioid Settlement, and the Janssen Settlement Agreement. Seconded by Council Member Schloegel. Assistant City Attorney Geroux provided information. Roll Call No. 11 showed: 5 ayes, 0 nays, 0 absent. Carried.

Council Member Schloegel moved to adjourn at 6:05 p.m. Seconded by Council Member Steele. Unanimous aye vote. Carried.

ATTEST:
SARAH HELLEKSON, City Administrator

APPROVED:
DWAINE HEINRICH, Mayor