

**Finance & Legal Committee
Building, Planning & Zoning Committee
Civic Center & Promotion Committee
Police & Fire Committee
Public Works Committee
December 19, 2023, 3:00 PM**

Present: Heinrich, Buchanan, Kamlitz, Schloegel (joined at 3:18), Steele, Geroux, Hellekson, Blackmore, Dillman, Edinger, Fosse, Laber, Lipetzky, Michel, O'Neill, Reuther, Rowell, and Sveum.

FINANCE & LEGAL COMMITTEE

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

Steele moved to recommend the City Council approve a request from Jamestown Gymnastics Club for a site authorization to conduct gaming at the Jamestown Gymnastics Club Board Room on Monday, June 10, 2024. Seconded by Kamlitz. Unanimous aye vote. Carried.

Kamlitz moved to recommend the City Council approve a request from the JSDC recommending approval to fund up to \$500,000 of the 2024 Flex PACE Program, with \$100,000 or 20% paid by the County and \$400,000 or 80% paid by the City from the City Sales Tax Fund. Seconded by Steele. JSDC Director of Business Development Alyssa Looyen provided information. Unanimous aye vote. Carried.

Kamlitz moved to recommend the City Council approve the request from Jamestown Park and Recreation District to assist with the project at McElroy Park and to direct the City Attorney to write an agreement outlining the details of each party's participation. Seconded by Steele. Assistant City Attorney Geroux provided information. Unanimous aye vote. Carried.

Buchanan moved to recommend the City Council approve the recommendation from Blue Cross and Blue Shield to exclude the City of Jamestown and the City Self-Funded Group Plan from the class action lawsuit Sheet Metal Workers Local No. 20 Welfare and Benefit Fund, et al. v. CVS Pharmacy, Inc., et al., C.A. Nos. 16-046 WES and 16-447 WES (D.R.I.) and authorize the City Administrator to sign and send the notice letter. Seconded by Steele. Natasha Harr, Bell Bank Employee Benefits Advisor, provided information. Unanimous aye vote. Carried.

Council Member Schloegel joined remotely via Teams at 3:18 p.m.

Kamlitz moved to recommend the City Council approve introducing the first reading of an ordinance to amend and re-enact Section 5-26, Article II of Chapter 5 of the City of Jamestown Municipal Code, relating to an alcohol license for the Hillcrest Golf Course. Seconded by Buchanan. Unanimous aye vote. Carried.

Steele moved to recommend the City Council direct City Administrator Hellekson to write specifications and request quotes from qualified firms to perform annual auditing services. Seconded by Buchanan. City Administrator Hellekson provided information. Unanimous aye vote. Carried.

INFORMATIONAL: The applications for appointment to the Board of Adjustments will be considered at the January 2, 2024, City Council meeting.

Kamlitz moved to recommend the City Council approve the request for a gaming site authorization from Progress Enterprises, Inc., for the period January 1, 2024 through June 30, 2024 for Progress Enterprises Inc., d.b.a. Buffalo Bar and Lanes located at 905 7th Ave SE. Seconded by Steele. Unanimous aye vote. Carried.

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

BUILDING, PLANNING & ZONING COMMITTEE

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

Steele moved to recommend the City Council approve 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 2024 with a contract amount not to exceed \$30,000 and authorize the City Administrator to sign the contract. Seconded by Heinrich. City Building Inspector Blackmore provided information. Unanimous aye vote. Carried.

Chair Kamlitz adjourned the meeting at 3:30 p.m.

CIVIC CENTER AND PROMOTION COMMITTEE

Chair Schloegel convened the meeting at 3:30 p.m.

Heinrich moved to recommend the consideration of the caboose at the Frontier Village be placed on the January 23, 2024 agenda of the Civic Center and Promotion committee. Seconded by Steele. Unanimous aye vote. Carried.

Chair Schloegel adjourned the meeting at 3:38 p.m.

POLICE & FIRE COMMITTEE

Chair Buchanan convened the meeting at 3:38 p.m.

Fire Chief Reuther provided a department update.

Police Chief Edinger provided a department update.

Chair Buchanan adjourned the meeting at 3:51 p.m.

PUBLIC WORKS COMMITTEE

Chair Steele convened the meeting at 3:51 p.m.

City Sanitation Foreman O'Neill provided an update.

Heinrich moved to recommend the City Council approve the following pertaining to 2024 Sidewalk and Curb and Gutter District #24-11:

- a) To set up and establish the district.
- b) To direct the City Engineer to prepare plans and specifications for construction of the District. Seconded by Kamlitz. Unanimous aye vote. Carried.

Kamlitz moved to recommend the City Council approve the following pertaining to the 2024 Citywide Parks Pedestrian Bridges Construction and Reconstruction District #24-21:

- a) To direct the preparation of detailed plans and specifications for the construction of the district. Seconded by Schloegel. Unanimous aye vote. Carried.

Heinrich moved to recommend the City Council approve the Memorandum of Agreement between the City of Jamestown and the State of North Dakota FHWA, NDDOT, and NDSHPO for the NDDOT Project No. TAU-2-987(045) PCN 23913; NDSHPO#23-6636; The City of Jamestown, Stutsman County, ND; SITS Number: 32SN859; Site Name: Nickeus Park Bridge and authorizing the Mayor to sign the agreement. Seconded by Kamlitz. Unanimous aye vote. Carried.

Kamlitz moved to recommend the City Council approve the Memorandum of Agreement between the City of Jamestown and the State of North Dakota FHWA, NDDOT, and NDSHPO for the NDDOT Project No. TAU-2-987(045) PCN 23913; NDSHPO#23-6636; The City of Jamestown, Stutsman County, ND; SITS Number: 32SN859; Site Name: Anton Klaus Park Bridge and authorizing the Mayor to sign the agreement. Seconded by Schloegel. Unanimous aye vote. Carried.

Heinrich moved to recommend the City Council authorize the City Engineer and the City Administrator to work toward a Guaranteed Maximum Price (GMP) with Ferguson Waterworks as recommended by the Water Meter Program Selection Committee. Seconded by Buchanan. City Engineer Dillman provided information. Unanimous aye vote. Carried.

City Engineer Dillman reviewed the project updates.

Chair Steele adjourned the meeting at 4:07 p.m.

Sarah Hellekson, City Administrator