

JAMESTOWN CITY COUNCIL
REGULAR MEETING, JANUARY 2, 2024
UNOFFICIAL 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, City Attorney Ryan, and City Administrator Hellekson.

Council Member Buchanan moved to approve the minutes of the regular council meeting, December 4, 2023, the special city council meeting, December 19, 2023, and the committee meeting December 19, 2023. Seconded by Council Member Schloegel. Unanimous aye vote. Carried.

No bids were received for the sale of abandoned/impounded vehicles.

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

- A. Resolution to re-affirm pledges of deposit as follows: Unison Bank - \$36,679,876.65; Dacotah Bank - \$31,713,212.27.
- B. Resolution to 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.
- C. Resolution to 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.
- D. Resolution to 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.
- E. Resolution to 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.
- F. Resolution to direct City Administrator Hellekson to write specifications and request quotes from qualified firms to perform annual auditing services.
- G. Resolution to 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.
- H. Resolution to 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.
- I. Resolution to 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.
- J. Resolution to 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.

- K. Resolution to 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.
- L. Resolution to approve Payment No. 11 (Inv 08387.09-11), to SRF Consulting Group, Inc., for 2023 Jamestown Planning and Zoning Technical Services, in the amount of \$1,586.43.
- M. Resolution to approve Payment No. 3 (Inv 52938), to Interstate Engineering Inc., for engineering services for 2023 Water Main Improvement District #23-61, in the amount of \$1,397.50.
- N. Resolution to approve Payment No. 8 (Inv 52939), to Interstate Engineering Inc., for engineering services on Fire Station Generator Bid, in the amount of \$935.00.
- O. Resolution to approve Payment No. 9 (Inv 52941), to Interstate Engineering Inc., for engineering services on Project #24-21 Replacement of Three (3) Pedestrian Bridges, in the amount of \$78,688.48.
- P. Resolution to approve Payment No. 18 (Inv 52940), to Interstate Engineering, Inc., for engineering services on North West Booster Station, in the amount of \$612.50.
- Q. Resolution to approve Payment No. 341 (Inv 52942), in the amount of \$12,094.20, to Interstate Engineering, Inc., for engineering services on various city department consultations as follows:
 - a) General, in the amount of \$3,435.00;
 - b) Streets, in the amount of \$ 612.50;
 - c) Sewer, in the amount of \$2,829.20;
 - d) Water, in the amount of \$1,297.50;
 - e) Solid Waste, in the amount of \$ 3,920.00.
- R. Resolution to allow the December indebtedness in the amount of \$2,743,442.93 consisting of \$610,627.87 payroll and \$2,132,815.06 general obligations.

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

A public hearing was held concerning Citywide Parks Pedestrian Bridges, Construction and Reconstruction District #24-21 protests and the sufficiency thereof. No one appeared to object, and no written protests were received. The hearing was closed.

Council Member Steele moved a Resolution that the protests have been found to be insufficient to bar proceeding with Citywide Parks Pedestrian Bridges, Construction and Reconstruction District #24-21. Seconded by Council Member Schloegel. Roll Call No. 2 showed: 5 ayes, 0 nays, 0 absent. Carried.

Council Member Kamlitz moved a Resolution to authorize the preparation of the detailed plans and specifications for Citywide Parks Pedestrian Bridges, Construction and Reconstruction District #24-21. Seconded by Council Member Buchanan. Roll Call No. 3 showed: 5 ayes, 0 nays, 0 absent. Carried.

A public hearing was held concerning 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. No one appeared to object, and no written protests were received. The hearing was closed.

Ordinance No. 1576, introduced by Council Member Steele, 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 Council Member Kamlitz. Roll Call No. 4 showed: 5 ayes, 0 nays, 0 absent. Carried.

Council Member Steele moved to appoint Tim Nill to serve as a member of the Board of Adjustments for a three-year term to expire in January 2027. Seconded by Council Member Schloegel. Unanimous aye vote. Carried.

Council Member Kamlitz moved a resolution to approve an emergency declaration for the weather-related response and recovery efforts beginning December 24, 2023, for the duration of the mitigation efforts. Seconded by Council Member Schloegel. Roll Call No. 5 showed: 5 ayes, 0 nay, 0 absent. Carried.

Council Member Steele moved a resolution to direct the City Administrator to create a separate fund for Legacy Earnings Highway Distribution Funds per N.D.C.C. Section 54-27-19.3. Seconded by Council Member Kamlitz. City Administrator Hellekson provided information. Roll Call No. 6 showed: 5 ayes, 0 nays, 0 absent. Carried.

Council Member Steele moved a resolution to remain in the McKinsey & Co., Inc., National Opiate Consultant Litigation, Case No. 3:21-md-02996-CRB (N.D. California) opioid class action settlement and authorize the City Administrator to respond. Seconded by Council Member Schloegel. City Administrator Hellekson provided information. Roll Call No. 7 showed: 3 ayes, 2 nays (Buchanan and Kamlitz), 0 absent. Carried.

Council Member Steele moved a resolution to remain in the Commissioners of Public Works of the City of Charleston (d.b.a. Charleston Water System) Litigation, Case No. 2:21-CV-00042 class action settlement and authorize the City Administrator to respond. Seconded by Council Member Kamlitz. City Administrator Hellekson provided information. Roll Call No. 8 showed: 5 ayes, 0 nays, 0 absent. Carried.

Council Member Schloegel moved to adjourn at 5:33 p.m. Seconded by Council Member Kamlitz. Unanimous aye vote. Carried.

ATTEST:
SARAH HELLEKSON, City Administrator

APPROVED:
DWAINE HEINRICH, Mayor