

**Finance & Legal Committee  
Building, Planning & Zoning Committee  
Civic Center & Promotion Committee  
January 23, 2024, 4:00 PM**

Present: Heinrich, Buchanan, Schloegel, Steele, Ryan, Hellekson, Blackmore, Dalugama, Edinger, Fosse, Fuchs, Laber, Michel, Olson, Reuther, Stroh and Sveum. Absent: Kamnitz.

**FINANCE & LEGAL COMMITTEE**

Chair Heinrich convened the meeting at 4:00 p.m.

Council Member Schloegel seated himself at 4:04 p.m.

Buchanan moved to recommend the City Council abate the 2023 special assessment made to Richard Kaloustian, 815 2<sup>nd</sup> Ave NW, Jamestown. Motion failed. Richard Kaloustian, City Forester Laber and Police Chief Edinger provided information.

Buchanan moved to recommend the City Council reduce the 2023 special assessment from \$1000 to \$500 for Richard Kaloustian, 815 2<sup>nd</sup> Ave NW, Jamestown. Seconded by Steele. The Mayor stated the remaining funds to be paid from the Forestry department budget. 3 ayes, 1 nay. Carried.

Steele moved to recommend the City Council approve the request from the JSDC to approve the de-obligation of Flex PACE funding for the years of 2021 and 2022 to the city and county in the amounts stated below:

2021: City - \$90,654.55, County -\$22,741.14

2022: City - \$128,194.09, County - \$32,048.52.

Seconded by Schloegel. Unanimous aye vote. Carried.

Steele moved to recommend the City Council approve entering into an Energy Conservation Program Grant Agreement with the North Dakota Department of Commerce for the Waste Water Plant Lighting project with a total project cost of \$27,535.56 with the City of Jamestown to match of dollar for dollar funds being \$13,767.87 and approve the Mayor to sign the Agreement. Seconded by Schloegel. Unanimous aye vote. Carried.

Buchanan moved to recommend the City Council approve re-establishing the sales prices on city owned lots for the year 2024. Seconded by Schloegel. Unanimous aye vote. Carried.

Steele moved to recommend the City Council approve the request from Jamestown Hockey Boosters Inc., for a site authorization to conduct gaming at Elks 995 on Sunday, February 18, 2024. Seconded by Schloegel. Unanimous aye vote. Carried.

Steele moved to recommend the City Council authorize the City Administrator to be assigned the Representative Signature Certify person within the US Department of Agriculture RD Apply System and grant the City Administrator the authority to sign application on behalf of the City of Jamestown, North Dakota. Seconded by Schloegel. City Administrator Hellekson provided information. Unanimous aye vote. Carried.

Buchanan moved to recommend the City Council approve a third one-year extension and amendment to the Memorandum of Agreement between Stutsman County and the City on the joint provision of library services, extending by one year the date each entity may provide notice of intent to withdraw to March 3, 2025, and authorizing the Mayor and City Administrator to sign the extension. Seconded by Steele. Unanimous aye vote. Carried.

Schloegel moved to recommend the City Council change the James River Valley Library System Board terms

to expire on June 30 in the third year and start each term on July 1 per N.D.C.C. 40-38-03(2), and extending the 2024 terms of one city representative and the joint city/county representative to June 30, 2024. Seconded by Steele. Unanimous aye vote. Carried.

Steele moved to recommend the City Council approve the transfer of \$1,101,283.05 from the City Sales Tax Fund to the General Fund. Seconded by Buchanan. Unanimous aye vote. Carried.

Schloegel moved to recommend the City Council approve establishment of a Development Fund funded partially by city sales tax for infrastructure for projects not included in the Public Building Site, Construction Fund, General Fund, and Enterprise Funds. Seconded by Steele. Unanimous aye vote. Carried.

Schloegel moved to recommend the City Council approve the transfer of \$1,101,283.05 from the General Fund to the City Development Fund. Seconded by Steele. Unanimous aye vote. Carried.

Schloegel moved to forward, without recommendation, to the City Council meeting February 5, 2024, the request from Dhiraj Sharma d.b.a. Shobha Hospitality LLC, for a Class B-1 liquor license at 507 25th St SW, Jamestown, for the period ending June 30, 2024, contingent upon receipt of a signed and notarized application. Seconded by Steele. City Administrator Hellekson provided information. Unanimous aye vote. Carried.

Steele moved to recommend the City Council approve the request from Jamestown Parks and Recreation Foundation, Inc., for a Beer, Wine, and Sparkling Wine license at 606 26<sup>th</sup> Ave SE, Jamestown, for the period ending December 31, 2024. Seconded by Schloegel. Unanimous aye vote. Carried.

Steele moved to recommend the City Council approve the request for quotes from auditors for the 2023 fiscal year. Seconded by Schloegel. Unanimous aye vote. Carried.

Steele moved to recommend the City Council approve the application for Renaissance Zone Incentives for up to five (5) years, one hundred percent (100%) state income tax exemption and one hundred (100%) five (5) year property tax exemption for J&K, LLC., (201 1<sup>st</sup> Ave N) pending approval by the State of North Dakota Department of Commerce, Division of Community Services. Seconded by Schloegel. City Assessor Stroh provided information. Unanimous aye vote. Carried

Schloegel moved to recommend the City Council approve the agreement for Long-Term Temporary Highway Closure and authorize the Mayor, City Administrator and City Attorney to sign the agreement. Seconded by Buchanan. City Administrator Hellekson provided information. Unanimous aye vote. Carried

Schloegel moved to recommend the City Council approve the agreement between the City of Jamestown and the Jamestown Parks and Recreation District to assist with the project and special assessment at McElroy Park and authorize the Mayor and City Administrator to sign the agreement. Seconded by Buchanan. Unanimous aye vote. Carried

**INFORMATIONAL:** The appointment applications for Board of Adjustments and Planning Commission will be considered at the February 5, 2024, City Council meeting.

Chair Heinrich adjourned the meeting at 4:45 p.m.

### **BUILDING, PLANNING & ZONING COMMITTEE**

Mayor Heinrich convened the meeting at 4.45 p.m.

Steele moved to recommend the City Council approve the major subdivision, final plat of Stoudt Third Addition, Replat of Lots 1-5, Block 1 of Mall Woods Addition, within the NE ¼ of Section 2, T139N, R64W,

City of Jamestown, North Dakota. The property is located at 805 23<sup>rd</sup> St SW, Jamestown, North Dakota. Seconded by Schloegel. City Building Inspector Blackmore provided information. Unanimous aye vote. Carried.

Mayor Heinrich adjourned the meeting at 4:47 p.m.

### **CIVIC CENTER AND PROMOTION COMMITTEE**

Chair Schloegel convened the meeting at 4:47 p.m.

Steele moved to recommend the City Council approve the quote from Newman Fence for the replacement of the destroyed pedestrian railing along 2<sup>nd</sup> Street NE above the Civic Center parking lot in the amount of \$26,705. Seconded by Schloegel. Civic Center Director Fosse provided information. Unanimous aye vote. Carried.

Civic Center Director Fosse provided a department update.

Heinrich moved to recommend the City Council approve the purchase of a secure point of sale system in the amount of \$1,098.00 to be used at portable concession stand for NDHSAA Division B Girls Basketball State Tournament. Seconded by Steele. Unanimous aye vote. Carried.

Heinrich moved to recommend the City Council authorize the Mayor and/or city staff and the Civic Center and Promotion Committee Chairman to work with Jack and Kari Bowman to put together some options to present to the committee for further consideration at the February 20, 2024 Committee meeting regarding the railroad caboos located at the Frontier Village. Seconded by Steele. Unanimous aye vote. Carried.

Chair Schloegel adjourned the meeting at 5:06 p.m.

Sarah Hellekson, City Administrator