

JAMESTOWN CITY COUNCIL
REGULAR MEETING, DECEMBER 4, 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 (via phone), City Attorney Ryan, and City Administrator Hellekson.

Council Member Steele moved to approve the minutes of the regular council meeting, November 6, 2023, and the committee meeting November 21, 2023. Seconded by Council Member Kamlitz. Unanimous aye vote. Carried.

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

- A. Resolution to 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.
- B. Resolution to direct the City Attorney to review and edit the 2005 Employee Handbook with suggestions from City staff.
- C. Resolution to approve the 2023 abatement application for a property located at 405 7th Ave SE, 58401.
- D. Resolution to approve the request from Jamestown Hockey Boosters Inc., for a gaming site authorization to conduct gaming at The Wooly for the period December 1, 2023 through June 30, 2024.
- E. Resolution to approve the 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.
- F. Resolution to 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.
- G. Resolution to approve the Mutual Aid Agreement between the City of Jamestown and the City of Fargo fire departments.
- H. Resolution to 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.
- I. Resolution to approve the adjustments to utility rates effective January 1, 2024.
- J. Resolution to 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.
- K. Resolution to approve the Back the Blue Award and to authorize the City Administrator to sign the Back the Blue acceptance form.
- L. Resolution to approve the quote for 2024 Chemicals for the City of Jamestown water treatment and wastewater collection and treatment.

- M. Resolution to approve the quote for 2024 Hydrocarbons for the City of Jamestown Operational Programs and Jamestown Park District Operational Programs.
- N. Resolution to approve the extension to the Jamestown Recycling Collection Services Enterprise Agreement and authorize the Mayor and City Administrator to sign the agreement.
- O. Resolution to 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.
- P. Resolution to 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,
- Q. Resolution to approve Payment No. 1, to Gladen Construction., for construction on the Inert Landfill Expansion #192, Cell 7, in the amount of \$87,344.50.
- R. Resolution to approve Payment No. 4-FINAL, to LD Concrete, for Construction on the 2023 Sidewalk and Curb & Gutter District 23-11, in the amount of \$13,534.41.
- S. Resolution to approve Payment No. 10 (Inv 08387.09-10), to SRF Consulting Group, Inc., for 2023 Jamestown Planning and Zoning Technical Services, in the amount of \$504.39.
- T. Resolution to approve Payment No. 108 (Inv 90745), to AE2S, LLC, for On Call engineering services (I&C Water) for a total amount of \$10,356.54.
- U. Resolution to approve Payment No. 2 (Inv 52715), to Interstate Engineering Inc., for engineering services for 2023 Water Main Improvement District #23-61, in the amount of \$1,032.50.
- V. Resolution to approve Payment No. 4 (Inv 050894), to Interstate Engineering Inc., for engineering services on Project #23-42 12th Ave SE, in the amount of \$13,368.96.
- W. Resolution to approve Payment No. 7 (Inv 52719), to Interstate Engineering Inc., for engineering services on Project #23-71 Emergency Repair of 96” Storm Sewer, in the amount of \$12,308.32.
- X. Resolution to approve Payment No. 8 (Inv 52718), to Interstate Engineering Inc., for engineering services on Project #24-21 Replacement of Three (3) Pedestrian Bridges, in the amount of \$51,397.70.
- Y. Resolution to approve Payment No. 11 (Inv 52716), to Interstate Engineering Inc., for engineering services on Inert Landfill Permit and Expansion, in the amount of \$4,142.32.
- Z. Resolution to approve Payment No. 17 (Inv 52717), to Interstate Engineering, Inc., for engineering services on North West Booster Station, in the amount of \$245.00.
- AA. Resolution to approve Payment No. 340 (Inv 52720), in the amount of \$11,689.54, to Interstate Engineering, Inc., for engineering services on various city department consultations as follows:
 - a) General, in the amount of \$4,410.00;
 - b) Streets, in the amount of \$ 3,285.00;
 - c) Sewer, in the amount of \$1,840.00;
 - d) Water, in the amount of \$245.00;
 - e) Solid Waste, in the amount of \$ 1,784.54;
 - f) Storm Water, in the amount of \$125.00.
- BB. Resolution to allow the November indebtedness in the amount of \$4,657,159.96 consisting of \$563,027.95 payroll and \$4,094,132.01 general obligations.

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

Mayor Heinrich informed the council members that the applicant requesting to have chickens/hens within city limits has withdrawn the application.

Council Member Buchanan moved a resolution to approve opting out from the 3M PFAS settlement and provide notice of any opt out decision by December 11, 2023. Seconded by Council Member Steele. Water Superintendent Rowell and City Attorney Ryan provided information. Roll Call No. 2 showed: 5 ayes, 0 nay, 0 absent. Carried.

Council Member Steele moved a resolution 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 Council Member Schloegel. Water Superintendent Rowell provided information. Roll Call No. 3 showed: 5 ayes, 0 nays, 0 absent. Carried.

Council Member Steele moved to forward 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 to the December 19, 2023, committee meeting. Seconded by Council Member Kamlitz. City Attorney Ryan and Public Works Director Michel provided information. Unanimous aye vote. Carried

Council Member Kamlitz moved a resolution to authorize the Mayor and the Fire Chief to sign the Mutual Aid Agreement between the City of Jamestown and the City of Fargo fire departments. Seconded by Council Member Steele. Fire Chief Reuther provided information. Roll Call No. 4 showed: 5 ayes, 0 nays, 0 absent. Carried.

Council Member Buchanan moved to forward the request to approve the quote from Civic Plus to build and host a new website for the City of Jamestown and authorize the City Administrator to sign the quote to the December 19, 2023, special city council meeting. Seconded by Council Member Steele. City Administrator Hellekson, Building Inspector Blackmore, and Civic Plus Account Executive Ryan McNelly provided information. Roll Call No. 5 showed: 5 ayes, 0 nays, 0 absent. Carried.

Council Member Kamlitz moved to adjourn at 5:48 p.m. Seconded by Council Member Schloegel. Unanimous aye vote. Carried.

ATTEST:
SARAH HELLEKSON, City Administrator

APPROVED:
DWAINE HEINRICH, Mayor