

JAMESTOWN CITY COUNCIL
REGULAR MEETING, MARCH 4, 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 Steele and Schloegel, Assistant City Attorney Geroux, and City Administrator Hellekson. Absent: Buchanan and Kamlitz

Council Member Steele moved to approve the minutes of the regular council meeting, February 5, 2024, the special city council meeting, February 22, 2024, and the committee meeting February 20, 2024, and February 22, 2024. Seconded by Council Member Schloegel. Unanimous aye vote. Carried.

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

- A. Resolution to approve the request from Rocky Mountain Elk Foundation Inc for a site authorization to conduct gaming at the Gladstone Inn in the Ball Room on April 20, 2024.
- B. Resolution to approve using funds from the Municipal Infrastructure Fund for the local share of the 12th Avenue project #23-42.
- C. Resolution to approve the request from the JSDC for 2024 South Central Dakota Regional Council Dues from Economic Development Funds, in the amount of \$36,458.00, with the City Share to be \$22,968.54 and paid from the City Sales Tax Fund.
- D. Resolution to approve option #2 in the amount of \$6,013 for the purchase of equipment to facilitate the city web site transition.
- E. Resolution to approve the street closings and/or permits to allow alcoholic beverages in fenced areas for the St. Patrick's Day event, Running of the Green, on March 16, 2024, for the following: All Vets Club; Progress Enterprises, Inc. d.b.a. Buffalo Lanes; Corner Bar; Jamestown Country Club d.b.a. Elks Lodge; Middles LLC d.b.a. Fred's Den; Frontier Fort Bar & Grill; Jonny B's Brickhouse; Knights of Columbus; Blazer, Inc. d.b.a. Shady's; and The Wooly.
- F. Resolution to approve the 2024 Farm Lease Agreement with Ben Busch for the 2024 crop year and authorize the Mayor and City Administrator to sign the agreement.
- G. Resolution to approve the plans and specifications for Phase II of the 96" Storm Sewer Replacement Project, Phase II and authorize the advertisement for bids.
- H. Resolution to approve the request from Jamestown Tourism to designate Third Avenue S.E. from First Street to Tenth Street as Historic Third Avenue S.E.
- I. Resolution to approve the list of the plans and specifications for the inert landfill and authorize the advertisement for bids.
- J. Resolution to approve the Cost Participation, Construction, and Maintenance Agreement with the NDDOT on Jamestown Pedestrian Bridge Replacement at Nickeus, Klaus, and McElroy Parks Project No. TAU-2-987(045) PCN 23913, NDDOT Contract # 38240111, and authorize the City Auditor, City Attorney and Mayor to sign the agreement and the NDDOT authorization.
- K. Resolution to approve the 2024 City of Jamestown Standard Specifications as prepared by the Engineering Department.

- L. Resolution to approve Change Order No. 2 for consideration to Advantage Electric for Fire Department Engine Generator (EC22-04-042) for a net change of \$0.00.
- M. Resolution to approve the quote from RM Stoudt to replace the 2010 Ford F-150 for the Sewer Department to be ordered in 2024 as budgeted.
- N. Resolution to approve the purchase of the compost turner and tractor from the Soil Conservation District for the Solid Waste Department as budgeted in 2024.
- O. Resolution to approve Payment No. 1, to Advantage Electric, for Fire Department Engine Generator, in the amount of \$76,993.70.
- P. Resolution to approve Payment No. 1 (Inv 08387.10-1), to SRF Consulting Group, Inc., for 2024 Jamestown Planning and Zoning Technical Services, in the amount of \$1,983.83.
- Q. Resolution to approve Payment No. 1 (Inv 92897), to AE2S, LLC, for Water & Sewer Instrument & Control Panel Upgrades, in the amount of \$54,462.68.
- R. Resolution to approve Payment No. 110 (Inv 92631), to AE2S, LLC, for On Call engineering services (I&C Water) for a total amount of \$7,471.13.
- S. Resolution to approve Payment No. 2 (Inv 53572), to Interstate Engineering Inc., for engineering services for Radio Read Water Meters, in the amount of \$450.00.
- T. Resolution to approve Payment No. 9 (Inv 53569), to Interstate Engineering Inc., for engineering services on Fire Station Generator Bid, in the amount of \$1,393.00.
- U. Resolution to approve Payment No. 11 (Inv 53567), to Interstate Engineering Inc., for engineering services on Water Treatment Plant Lime Sludge Filter Press Replacement Procurement and Installation Contracts, in the amount of \$68,797.50.
- V. Resolution to approve Payment No. 13 (Inv 53568), to Interstate Engineering Inc., for engineering services on Inert Landfill Permit and Expansion, in the amount of \$967.50.
- W. Resolution to approve Payment No. 19 (Inv 53570), to Interstate Engineering Inc., for engineering services on North West Booster Station, in the amount of \$3,000.00.
- X. Resolution to approve Payment No. 344 (Inv 53571), in the amount of \$10,412.50, to Interstate Engineering, Inc., for engineering services on various city department consultations as follows:
 - a) General, in the amount of \$5,345.00;
 - b) Streets, in the amount of \$3,040.00;
 - c) Sewer, in the amount of \$1,170.00;
 - d) Water, in the amount of \$367.50;
 - e) Solid Waste, in the amount of \$ 490.00.
- Y. Resolution to allow the February indebtedness in the amount of \$4,894,427.39 consisting of \$614,999.87 payroll and \$4,279,427.52 general obligations.

Seconded by Council Member Steele. Consent Roll Call No. 1 showed: 3 ayes, 0 nays, 2 absent. Carried.

Council Member Steele moved to appoint LeRoy Gross to serve as a member of the Pension Committee to fill a one-year term to expire in March 2025. Seconded by Council Member Schloegel. Unanimous aye vote. Carried.

Council Member Steele moved a resolution to approve the Cost-Share Reimbursement Agreement with the North Dakota State Water Commission for the 96” Storm Water Replacement Phase 2 and authorize the Mayor to sign the agreement. Seconded by Council Member Schloegel. Roll Call No. 2 showed: 3 ayes, 0 nays, 2 absent. Carried.

Council Member Steele moved a resolution to approve the Cost-Share Reimbursement Agreement with the North Dakota State Water Commission for the 2023 Water Main Replacement and authorize the Mayor to sign the agreement. Seconded by Council Member Schloegel. Roll Call No. 3 showed: 3 ayes, 0 nays, 2 absent. Carried.

Council Member Steele moved a resolution to establish a committee of five to seven non-elected members approved by the City and the County for the purpose of reviewing the MOA between Stutsman County and the City of Jamestown on the Joint Provision of Library Services and making recommendations to the City and County regarding the terms of the MOA. To clarify, this committee is not charged with reviewing library operations or funding but only the document itself. Seconded by Council Member Schloegel. Mayor Heinrich provided information and explained the motion. Roll Call No. 4 showed: 3 ayes, 0 nays, 2 absent. Carried.

Council Member Steele moved a resolution to approve the following for 2024 Seal Coat, Patching, Construction & Reconstruction District #24-41:

- a. To approve plans, specifications and estimates for the construction of the district.
- b. To authorize the advertisement for bids for Seal Coat, Patching, Construction and Reconstruction District #24-41.

Seconded by Council Member Schloegel. Public Works Director Michel provided information. Roll Call No. 5 showed: 3 ayes, 0 nays, 2 absent. Carried.

Council Member Schloegel moved a resolution to advertise for bids for the purchase of One (1) Front End Loader for the Street Department to be ordered in 2024 as budgeted. Seconded by Council Member Steele. Public Works Director Michel provided information. Roll Call No. 6 showed: 3 ayes, 0 nays, 2 absent. Carried.

Council Member Schloegel moved a resolution to approve the quote to replace 2017 patrol unit 179 in the amount of \$44,575 to be ordered in 2024 as budgeted. Seconded by Council Member Steele. Police Chief Edinger provided information. Roll Call No. 7 showed: 3 ayes, 0 nays, 2 absent. Carried.

Mayor Heinrich stated that city staff was not ready to award the bid for the Water Treatment Plant Lime Press Machine Project.

Council Member Schloegel moved to adjourn at 5:30 p.m. Seconded by Council Member Steele. Unanimous aye vote. Carried.

ATTEST:
SARAH HELLEKSON, City Administrator

APPROVED:
DWAINE HEINRICH, Mayor