

JAMESTOWN CITY COUNCIL AGENDA
FINAL MEETING, JULY 1, 2024, 5:00 P.M.
COUNCIL ROOM, CITY HALL
JAMESTOWN, ND 58401

Public meeting agenda and minutes can be found at www.JamestownND.gov or contact us at info@JamestownND.gov or 701-252-5900.

Access the meeting remotely through Microsoft Teams. The link and phone will be available at 4:45 PM. The meeting begins at 5:00 PM. Please remember to mute your computer or phone. We do not automatically mute participants.

Join on your computer or mobile app: [Click here to join the meeting.](#) Contact Info@JamestownND.gov for the video link at least two hours prior to the meeting.

Or Phone 701-566-9575, Conference ID: 169 957 098 #

1. CALL TO ORDER & PLEDGE OF ALLEGIANCE:

A. Roll Call:

2. PUBLIC HEARING:

A. HEARING FROM THE AUDIENCE: (Individuals may address the City Council about any item not contained on the agenda. A maximum of 15 minutes is allotted for the hearing. If the full 15 minutes are not needed, the City Council will continue with the agenda. The City Council will take no official action on items discussed at the hearing, with the exception of referral to staff or Committee.)

3. APPROVAL OF MINUTES:

A. Minutes of the regular City Council meeting, June 3, 2024

B. Minutes of the Special City Council meeting, June 20, 2024

C. Minutes of the committee meetings, June 18, 2024 and June 20, 2024.

Moved by CM _____. Seconded by CM _____.

4. BIDS:

5. CONSENT AGENDA ITEMS:

To provide more time to discuss controversial or disputed issues, the Council will consider the items on the consent agenda together at the beginning of the public meeting. These items are considered to be routine and will be enacted by one motion. If a member of the City Council or public requests to be heard on one of these items, the Council will remove the item from the consent agenda and consider that item individually.

A. Resolution to re-affirm pledges of deposit as follows: Unison Bank - \$39,485,886.50; Dacotah Bank - \$36,196,086.68.

B. Resolution to approve the request from Jamestown/Stutsman County Development (JSDC) to de-obligate \$70,780 designated in 2022 for New Jobs Training Funds for Shocker Hitch back to the city and county in their respective amounts as they were not used. The city portion is \$56,624 (80%) while the county portion is \$14,156 (20%).

C. Resolution to approve the monthly premium rates for the City of Jamestown Employee Group Health Insurance Plan for the health insurance fiscal year September 1, 2024 to August 31, 2025 with employees able to choose between the two plans offered as follows:

BCBS - \$500 Deductible

	<u>City Share</u>	<u>City Employee Share</u>	<u>Total Premium Cost</u>
Single Plan	\$852.20	-0-	\$852.20
Single Plus Dependent	\$1,116.50	\$372.00	\$1,488.50
Family Plan	\$1,381.70	\$810.00	\$2,191.70

BCBS - \$5000 Deductible

	<u>City Share</u>	<u>City Employee Share</u>	<u>Total Premium Cost</u>
Single Plan	\$733.20	-0-	\$733.20
Single Plus Dependent	\$ 959.32	\$320.00	\$1,279.32
Family Plan	\$1,186.40	\$696.00	\$1,882.40

D. Resolution to approve the monthly premium rates for the City of Jamestown Employee Group Health Insurance Plan for the dental insurance fiscal year September 1, 2024 to August 31, 2025 as follows:

BCBS - \$50 Deductible

	<u>City Share</u>	<u>City Employee Share</u>	<u>Total Premium Cost</u>
Single	\$30.60	\$10.20	\$40.80
Family	\$30.60	\$71.40	\$102.00

E. Resolution to approve the Cost Participation and Maintenance Agreement with the NDDOT on Jamestown US 281 (37th Street to Interstate 94 Interchange) Project No. NHU-2-281(049)066 PCN 23744, NDDOT Contract # 38240396, and authorizing the

City Auditor, City Attorney and Mayor to sign the agreement and the NDDOT authorization.

- F. Resolution to approve the 25-year renewal of the ND Army National Guard lease of the Jamestown Civic Center and direct the city attorney to work with the State to draft an agreement.
- G. Resolution to approve the four-year renewal of the Jamestown Tourism Enterprise Agreement for restaurant/lodging and occupancy tax and direct the city attorney to draft the agreement.
- H. Resolution to approve the one-year renewal of the James River Correctional Center / ND Department of Corrections and Rehabilitation Reintegration Volunteer Project Agreement and direct the city attorney to draft the agreement.
- I. Resolution to approve the Major Subdivision, Final Plat of North Dakota Game & Fish Subdivision, Within North Half of Section 24, T140N, R64W, Midway Township, Stutsman County, North Dakota. The property is located at 3320 East Lakeside Road, Jamestown, North Dakota.
- J. Resolution to approve the quote from Tricorne Audio, Inc. for the Civic Center sound system replacement in the amount of \$98,300 to be paid from Civic Center City Sales Tax funds.
- K. Resolution to approve the quotes for wall-mounted east end bleachers, (22) athletic lockers, arena hand railings, and court-side athletic chairs in the amount of \$125,378 needed for hosting the upcoming State Basketball Tournament.
- L. Resolution to approve a Supplemental Engineering Agreement for the Pedestrian Bridge Project #24-21.
- M. Resolution to approve an Engineering Agreement for Water Main Improvements Project #25-61 with construction to begin in 2025.
- N. Resolution to approve amending the recycling agreement with Recycling Center of North Dakota LLC (d.b.a. ND Recycling & Sanitation) to eliminate the collection of clothing and shoes at the drop off center.
- O. Resolution to approve the quote from Environmental Plant Services for asbestos removal in the amount of \$33,000 at the new Public Works building (formerly the Melland property).
- P. Resolution to approve Payment No. 1, to Ferguson Waterworks, for construction on the Water Meter Replacement Program Project #24-61, in the amount of \$787,914.00.
- Q. Resolution to approve Payment No. 2, to Scherbenske, Inc., for construction on the 2023 Water Main Improvements District 23-61, in the amount of \$594,679.00.

- R. Resolution to approve Payment No. 2, to LD Concrete, for Construction on the 2024 Sidewalk and Curb & Gutter District 24-11, in the amount of \$1,125.00.
- S. Resolution to approve Payment No. 2, to Border States Paving Inc., for construction on the 2024 Seal Coat, Patching, Construction and Reconstruction District 24-41, in the amount of \$431,323.45.
- T. Resolution to approve Payment No. 2-FINAL, to Advantage Electric, for Fire Department Engineer Generator, in the amount of \$5,706.30.
- U. Resolution to approve Payment No. 4, to American General Contractors, Inc., for construction on Project#23-62 NW Booster Station, in the amount of \$30,919.17.
- V. Resolution to approve Payment No. 4 (Inv 95345), to AE2S, LLC, for Water & Sewer Instrument & Control Panel Upgrades, in the amount of \$25,398.25.
- W. Resolution to approve Payment No. 5 (Inv 08387.10-5), to SRF Consulting Group, Inc., for 2024 Jamestown Planning and Zoning Technical Services, in the amount of \$2,614.56.
- X. Resolution to approve Payment No. 114 (Inv 95279), to AE2S, LLC, for On Call engineering services (I&C Water) for a total amount of \$7,297.75.
- Y. Resolution to approve Payment No. 1 (Inv 54695), to Interstate Engineering Inc., for engineering services on New Roof on Southside Fire Station, in the amount of \$1,861.64.
- Z. Resolution to approve Payment No. 2 (Inv 54689), to Interstate Engineering Inc., for engineering services on Project #24-72 McElroy Sanitary Forcemain Relocation, in the amount of \$23,227.50.
- AA. Resolution to approve Payment No. 2 (Inv 54696), to Interstate Engineering Inc., for engineering services on Project #24-63 11th Ave SW Water Main Replacement, in the amount of \$250.00.
- BB. Resolution to approve Payment No. 3 (Inv 54693), to Interstate Engineering Inc., for engineering services on Capital Improvement Plan, in the amount of \$2,245.00.
- CC. Resolution to approve Payment No. 3 (Inv 54692), to Interstate Engineering Inc., for engineering services on Project #24-71 Phase II of 96" Storm Sewer Improvement Repair, in the amount of \$11,159.88.
- DD. Resolution to approve Payment No. 3 (Inv 54691), to Interstate Engineering Inc., for engineering services on New Inert Landfill Cell, in the amount of \$5,850.58.
- EE. Resolution to approve Payment No. 6 (Inv 54697), to Interstate Engineering Inc., for engineering services on Project #24-61 Radio Read Water Meters, in the amount of

\$1,635.00.

- FF. Resolution to approve Payment No. 7 (Inv 54698), to Interstate Engineering Inc., for engineering services on Project #23-42 12th Ave SE, in the amount of \$440.00.
- GG. Resolution to approve Payment No. 8 (Inv 54686), to Interstate Engineering Inc., for engineering services for 2023 Water Main Improvement District #23-61, in the amount of \$8,625.16.
- HH. Resolution to approve Payment No. 9 (Inv 54685), to Interstate Engineering Inc., for engineering services on Task Order No. 21-01 – Waste Water Treatment Facility Plan and CWSRF Application, in the amount of \$1,150.00.
- II. Resolution to approve Payment No. 10 (Inv 54690), to Interstate Engineering Inc., for engineering services on Project #23-71 Emergency Repair of 96” Storm Sewer at Buffalo Mall Area, in the amount of \$2,658.28.
- JJ. Resolution to approve Payment No. 13 (Inv 54687), to Interstate Engineering Inc., for engineering services on Water Treatment Plant Lime Sludge Filter Press Replacement Procurement & Installation Contracts, in the amount of \$44,000.00.
- KK. Resolution to approve Payment No. 23 (Inv 54688), to Interstate Engineering, Inc., for engineering services on North West Booster Station, in the amount of \$2,084.43.
- LL. Resolution to approve Payment No. 348 (Inv 54694), in the amount of \$21,354.10, to Interstate Engineering, Inc., for engineering services on various city department consultations as follows:
 - a) (General), in the amount of \$6,170.00;
 - b) (Streets), in the amount of \$625.00;
 - c) (Sewer), in the amount of \$11,875.00;
 - d) (Water), in the amount of \$2,479.10;
 - e) (Storm Water), in the amount of \$205.00.
- MM. Motion to accept the reports of the Municipal Judge, Police Department, Fire Department, Public Works Departments, Inspection Department, Forestry Department, Civic Center, Central Valley Health Unit, and financial status.
- NN. Resolution on the Budget.

TO APPROVE CONSENT AGENDA ITEMS AS PRINTED.

Moved by CM _____. Seconded by CM _____. Consent Roll Call No. 1: ___ ayes, ___ nays, ___ absent.

REGULAR AGENDA

6. RESOLUTIONS:

A. To certify that the below named officers were elected by a majority vote at the 2024 State Primary/City Election:

	<u>Term Expires</u>	<u>Votes</u>	
<u>Council Member</u>			
Robert B. Toso	June 2028	1,217	Elected
David Schloegel	June 2028	1,196	Elected
Brian Kamlitz	June 2028	1,183	Elected
Pamela K. Phillips	June 2028	851	
 <u>City Park Commissioners</u>			
Ryan Harty	June 2028	1,282	Elected
Mark Ukestad	June 2028	1,193	Elected
Joshua Meade	June 2028	370	
Anton Goss	June 2028	304	

AND to certify City Measure #1 “Shall the minutes of its governing body be published in its official newspaper” passed by a vote of 1,667 Yes votes and 175 No votes.

Moved by CM ____. Seconded by CM ____. Roll Call No. _: __ ayes, __ nays, __ absent.

B. **PUBLIC HEARING:**

To consider the Community Facilities application from the City of Jamestown to the U.S. Department of Agriculture, Rural Development. The application being considered would request \$2,848,667 in grant dollars for the 96-inch diameter storm sewer project in southwest Jamestown along Hwy 281 and 24th St SW.

C. To consider a Resolution to approve the 96-Inch Storm Sewer Replacement Phase II Project USDA Rural Development Application.

Moved by CM ____. Seconded by CM ____. Roll Call No. _: __ ayes, __ nays, __ absent.

D. **PUBLIC HEARING:**

To consider the application of Romsdal Properties, LLC for tax relief on the project which the applicant will use in the operation of retail, service and parts for farm, construction and lawn care machinery as well as equipment rental, at 1700 20th St SW, Jamestown, ND 58401, Jamestown Southwest 2nd Addition, Block 1, Lot 2.

- E. To consider a Resolution to approve the request from Romsdal Properties LLC for a property tax incentive under N.D.C.C. Sec. 40-57.1 for a period of five (5) years for the development of a commercial building and to direct the city attorney work with Mr. Romsdal to prepare the documents.

Moved by CM _____. Seconded by CM _____. Roll Call No. __: __ ayes, __ nays, __ absent.

7. COMMITTEE REPORTS:

8. ORDINANCES:

- A. **FIRST READING:** An ordinance enacting the Camp Fire Ordinance.
Moved by CM _____. (No second required)
- B. **PUBLIC HEARING:** Concerning an ordinance to repeal and reenact Article 3 of Chapter 30 of the City of Jamestown Municipal Code, relating to Publicly Owned Treatment Works (POTW) and the creation of a Pretreatment Program.
- C. **SECOND READING:** Ordinance No. 1579, introduced by Council Member Steele, to repeal and reenact Article 3 of Chapter 30 of the City of Jamestown Municipal Code, relating to Publicly Owned Treatment Works (POTW) and the creation of a Pretreatment Program.
Seconded by CM _____. Roll Call No. __: __ ayes, __ nays, __ absent.
- D. **PUBLIC HEARING:** Concerning an ordinance repealing Chapter 7 of the City of Jamestown Municipal Code, relating to Auctioneers.
- E. **SECOND READING:** Ordinance No. 1580, introduced by Council Member Kamlitz, repealing Chapter 7 of the City of Jamestown Municipal Code, relating to Auctioneers.
Seconded by CM _____. Roll Call No. __: __ ayes, __ nays, __ absent.

9. APPOINTMENTS:

- A. To appoint _____ to serve as a member of the James River Valley Library System Board to fill a three-year term to expire in July 2027.
Moved by CM _____. Seconded by CM_____.
- B. To appoint _____ to serve as a member of the James River Valley Library System Board to fill a three-year term to expire in July 2027.
Moved by CM _____. Seconded by CM_____.

10. MAYOR AND COUNCIL MEMBER'S REPORT:

11. OTHER BUSINESS:

- A. To consider a Resolution to approve Amendment 1 to 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.
Moved by CM _____. Seconded by CM _____. Roll Call No. _: ___ ayes, ___ nays, ___ absent.
- B. To consider a Resolution to approve vision insurance coverage for the insurance fiscal year September 1, 2024 to August 31, 2025 noting the City Share would be \$6.35 of the \$12.70 per participant per month premium.
Moved by CM _____. Seconded by CM _____. Roll Call No. _: ___ ayes, ___ nays, ___ absent.
- C. To consider awarding the bid for the purchase of One (1) Front End Loader for the Solid Waste Department to _____ in the amount of \$_____.
Moved by CM _____. Seconded by CM _____. Roll Call No. _: ___ ayes, ___ nays, ___ absent.
- D. To consider a Resolution to approve the quote from _____ in the amount of \$_____ for a new roof on the South Side Fire Station.
Moved by CM _____. Seconded by CM _____. Roll Call No. _: ___ ayes, ___ nays, ___ absent.
- E. To consider a Resolution to approve the quote from Roughrider Signs & Designs in the amount of \$111,255 for the outdoor marquee located on the north side of the Civic Center.
Moved by CM _____. Seconded by CM _____. Roll Call No. _: ___ ayes, ___ nays, ___ absent.
- F. To consider a Resolution to approve the request from the Jamestown Fine Arts Association, Inc., d.b.a. The Arts Center, for a street closing on 2nd St SW from 1st Ave to the alley, every Thursday starting July 11 through August 29, 2024 from 4:00 PM to 9:00 PM, for the weekly Downtown Arts Market and request a waiver of the street closing fees.
Moved by CM _____. Seconded by CM _____. Roll Call No. _: ___ ayes, ___ nays, ___ absent.

12. ADJOURNMENT: Moved by CM _____. Seconded by CM _____.

JAMESTOWN CITY COUNCIL
ORGANIZATIONAL MEETING AGENDA
JULY 1, 2024, COUNCIL ROOM, CITY HALL

1. OATH OF OFFICE:

2. ROLL CALL:

3. NOMINATIONS:

A. Nominations for President of the Council. Moved by CM _____. Seconded by CM ____.

B. Nominations for Vice-President of the Council. Moved by CM ___. Seconded by CM __.

4. APPOINTMENTS:

A. Appointment of _____ to serve as City Attorney and City Prosecutor for a two-year term to expire June 2026. Moved by C M _____. Seconded by C M ____.

B. Appointment of _____ and _____ to serve as Assistant City Prosecutor and Assistant City Attorney for a two-year term to expire June 2026. Moved by C M _____. Seconded by C M ____.

C. Appointment of _____ to serve as a Special City Prosecutor for a two-year term to expire June 2026. Moved by Council Member _____. Seconded by Council Member _____.

D. Appointment of _____ to serve on the Jamestown/Stutsman Development Corporation Board for a two-year term to expire June 2026. Moved by C M _____. Seconded by C M ____.

E. Appointment of _____ to serve on the County Zoning Board for a four-year term to expire June 2028. Moved by C M _____. Seconded by C M ____.

F. Appointment of _____ to serve on the Forestry Committee to fill an unexpired three-year term of Dan Buchanan, April 2025. Moved by C M _____. Seconded by C M ____.

G. Appointment of _____ to serve on the ND Cares Steering Committee to fill an unexpired three-year term to expire Feb 2025. Moved by C M _____. Seconded by C M ____.

H. Appointment of _____ to serve on the Pension Committee to fill an unexpired one-year term of Dan Buchanan, March 2025. Moved by C M _____. Seconded by C M ____.

I. Appointment of _____ to serve on the Storm Water Committee to fill an unexpired one-year term of Dan Buchanan, April 2025. Moved by C M _____. Seconded by C M ____.

5. MAYOR'S COMMITTEE ASSIGNMENTS:

A. Finance & Legal Committee and Personnel Committee Chair—CM _____

B. Building, Planning & Zoning Committee Chair —CM _____

C. Civic Center & Promotion Committee Chair—CM _____

D. Police & Fire Committee Chair—CM _____

E. Public Works Committee Chair—CM _____

Moved by Council Member _____. Seconded by Council Member _____.

6. HEARING FROM THE AUDIENCE:

7. OTHER BUSINESS:

8. ADJOURNMENT: Moved by C M _____. Seconded by C M _____.