

JAMESTOWN CITY COUNCIL  
FINAL MEETING, JULY 1, 2024  
UNOFFICIAL MINUTES

The final 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 Kamlitz, Assistant City Attorney Geroux, and City Administrator Hellekson. Absent: Buchanan (deceased) and Schloegel.

Council Member Steele moved to approve the minutes of the regular council meeting, June 3, 2024; the special city council meeting, June 20, 2024, and committee meetings June 18 and June 20, 2024. Seconded by Council Member Kamlitz. Unanimous aye vote. Carried.

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

- 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 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

- D. Resolution to approve the Cost Participation and Maintenance Agreement with the NDDOT on Jamestown US 281 (37<sup>th</sup> 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.
- E. 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.
- F. 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.
- G. 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.
- H. 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.
- I. 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.

- J. 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.
- K. Resolution to approve a Supplemental Engineering Agreement for the Pedestrian Bridge Project #24-21.
- L. Resolution to approve an Engineering Agreement for Water Main Improvements Project #25-61 with construction to begin in 2025.
- M. 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.
- N. 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).
- O. 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.
- P. 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.
- Q. 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.
- R. 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.
- S. Resolution to approve Payment No. 2-FINAL, to Advantage Electric, for Fire Department Engine Generator, in the amount of \$5,706.30.
- T. 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.
- U. 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.
- V. 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.
- W. 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.
- X. 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.
- Y. 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.
- Z. Resolution to approve Payment No. 2 (Inv 54696), to Interstate Engineering Inc., for engineering services on Project #24-63 11<sup>th</sup> Ave SW Water Main Replacement, in the amount of \$250.00.
- AA. 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.

- BB. 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.
- CC. 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.
- DD. 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.
- EE. Resolution to approve Payment No. 7 (Inv 54698), to Interstate Engineering Inc., for engineering services on Project #23-42 12<sup>th</sup> Ave SE, in the amount of \$440.00.
- FF. 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.
- GG. 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.
- HH. 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.
- II. 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.
- JJ. 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.
- KK. 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.
- LL. Resolution to allow the June indebtedness in the amount of \$2,503,765.73 consisting of \$637,968.72 payroll and \$1,865,797.01 general obligations.

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

Council Member Steele moved a 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	\$ 908.80	-0-	\$ 908.80
Single Plus Dependent	\$1,191.08	\$397.02	\$1,588.10
Family Plan	\$1,473.50	\$865.40	\$2,338.90

BCBS - \$5000 Deductible

	<u>City Share</u>	<u>City Employee Share</u>	<u>Total Premium Cost</u>
Single Plan	\$ 781.70	-0-	\$781.70
Single Plus Dependent	\$1,023.38	\$341.12	\$1,364.50
Family Plan	\$1,265.42	\$743.18	\$2,008.60

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

Council Member Steele moved a Resolution to certify the below named officers were elected by a majority vote at the 2024 State Primary/City Election all with terms to expire June 2028: Council Member Robert Toso – 1,217 Votes; Council Member David Schloegel – 1,196 Votes; Council Member Brian Kamlitz – 1,183 Votes; City Park Commissioner Ryan Harty, 1,282 Votes; City Park Commissioner Mark Ukestad – 1,193 Votes, 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. Seconded by Council Member Kamlitz. Roll Call No. 3 showed: 3 ayes, 0 nays, 1 absent. Carried.

A public hearing was held concerning 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 24<sup>th</sup> St SW. No one appeared to object, and no written protests were received. The hearing was closed.

Council Member Kamlitz moved a Resolution to approve the 96-Inch Storm Sewer Replacement Phase II Project USDA Rural Development Application. Seconded by Council Member Steele. Roll Call No. 4 showed: 3 ayes, 0 nays, 1 absent. Carried.

A public hearing was held concerning 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 20<sup>th</sup> St SW, Jamestown, ND 58401, Jamestown Southwest 2<sup>nd</sup> Addition, Block 1, Lot 2. No one appeared to object, and no written protests were received. The hearing was closed.

Council Member Kamlitz moved a Resolution to grant a Payment in Lieu of Taxes (PILOT) with Romsdal Properties LLC for a period of five (5) years for the development of a commercial building and to authorize the city attorney to draft the agreement, contingent upon the acceptance by Mr. Romsdal. The PILOT schedule would be as follows: Year 1- exemption of \$201,105 and a payment of \$0; Year 2, exemption of \$201,105 and a payment of \$0; Year 3, exemption of \$150,829 with a payment of \$50,276; Year 4, exemption of \$100,553 and a payment of \$100,552; Year 5, exemption of \$100,553 and a payment of \$100,552. Seconded by Council Member Steele. Mr. Jeff Romsdal and Assistant City Attorney Geroux provided information. Roll Call No. 5 showed: 3 ayes, 0 nays, 1 absent. Carried.

Council Member Kamlitz moved to introduce the first reading of an ordinance enacting the Camp Fire Ordinance.

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

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 Council Member Kamlitz. Roll Call No. 6 showed: 3 ayes, 0 nays, 1 absent. Carried.

A public hearing was held concerning an ordinance repealing Chapter 7 of the City of Jamestown Municipal Code, relating to Auctioneers. No one appeared to object, and no written protests were received. The hearing was closed.

Ordinance No. 1580, introduced by Council Member Kamlitz, repealing Chapter 7 of the City of Jamestown Municipal Code, relating to Auctioneers. Seconded by Council Member Steele. Roll Call No. 7 showed: 3 ayes, 0 nays, 1 absent. Carried.

Council Member Steele moved to appoint Jessica Alonge to serve as a member of the James River Valley Library System Board to fill a three-year term to expire in July 2027, contingent upon the County appointing Sarah Hellekson as a member of this board. Seconded by Council Member Kamlitz. Unanimous aye vote. Carried.

Council Member Steele moved to appoint Mary Katherine Eagleson to serve as a member of the James River Valley Library System Board to fill a three-year term to expire in July 2027. Seconded by Council Member Kamlitz. Unanimous aye vote. Carried.

Council Member Steele moved 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. Seconded by Council Member Kamlitz. Roll Call No. 8 showed: 3 ayes, 0 nays, 1 absent. Carried.

Mayor Heinrich called for a motion 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. No motion was made, so this item died for a lack of a motion.

Council Member Kamlitz moved a Resolution to award the bid for the purchase of One (1) Front End Loader for the Solid Waste Department to Titan Machinery in the amount of \$263,581. Seconded by Council Member Steele. Roll Call No. 9 showed: 3 ayes, 0 nays, 1 absent. Carried.

Mayor Heinrich informed the council that the quotes for the new roof at the South Side Fire Station are not ready at this time and he is hopeful that they will be brought to the Public Works Committee meeting on July 25, 2024.

Mayor Heinrich briefed the council regarding a conversation that he had with Civic Center Director Fosse and they both feel that it is best to wait one year to pursue the replacement of the outdoor marquee on the north side of the Civic Center with all the other improvements occurring at this time.

Council Member Kamlitz moved a Resolution to approve the request from the Jamestown Fine Arts Association, Inc., d.b.a. The Arts Center, for a street closing on 2<sup>nd</sup> St SW from 1<sup>st</sup> 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. Seconded by Council Member Steele. Roll Call No. 10 showed: 3 ayes, 0 nays, 1 absent. Carried.

Council Member Steele moved to adjourn sine die. Seconded by Council Member Kamlitz. Unanimous aye vote. Carried.

The meeting was adjourned at 5:51 P.M.

ATTEST:

SARAH HELLEKSON  
City Administrator

APPROVED:

DWAINE HEINRICH  
Mayor