

JAMESTOWN CITY COUNCIL  
SPECIAL MEETING, AUGUST 20, 2008  
OFFICIAL MINUTES

The special meeting of the City Council was called to order by Mayor Liechty at 3:00 P.M.

Roll Call showed the following members present: Mayor Liechty, Council Members Kourajian, Nygaard, Parisien and Schulz, City Engineer Schwartzkopf and City Administrator Fuchs. Absent: City Attorney Dalsted.

The consensus of the City Council was to set a meeting date of September 18, 2008, at 1:00 P.M., for discussion and action relative to the 2009 City Budget, Five (5) Year Capital Plan and Employee Pay Classification Study.

It was determined that each Council Member should submit three (3) names for consideration of appointment to the five (5) member Advisory Study Committee which was approved by the voters at the June, 2008 election. The selection of the committee members will be placed on the September Finance & Legal Committee meeting agenda.

It was reported that the written report is being prepared by Interstate Engineering, Inc., relative to water drainage issues and an easement for the city sewer main which crosses the Railroad Drive property currently owned by the city would be placed on the September Public Works Committee meeting agenda.

Consensus was to place the City Parking Lots Reconstruction Project on the September Public Works Committee meeting agenda for review and update in an attempt to move this project to conclusion. Concerns were expressed relative to the railroad's position that the 3rd Ave West crossing needs to be permanently closed in exchange for their easements requested by the City. The City Administrator was requested to contact Lynn Leibfried from BNSF to inquire when she might again be in Jamestown to discuss this with city officials. The council members favored the parking lot design allow for a possible Quiet Zone sometime into the future.

It was reported that the current contract with the Buffalo City Tourism Foundation expires on December 31, 2008, and is up for renewal. The contract renewal will be placed on the September Finance & Legal Committee meeting agenda for consideration. Concerns were expressed by several council members relative to the procedures used relative to appointments to the foundation's board.

Council Member Nygaard, Finance & Legal Committee Chairman, will meet with the City Administrator relative to the renewal of the employment contract which is scheduled to expire March 4, 2009.

City Engineer Schwartzkopf updated the council members relative to the Aerial Photography and GIS Project. He indicated that proposals would be reviewed shortly relative to the surveying needed to place the targets for the aerial photography, and that the intent is to do the photography flights sometime this fall.

It was reported that the Ice House Dam has been included on the ND State Water Commissions 2009 State Water Management Plan as a potential project. The City Attorney is currently working on a title opinion for the project. The City Administrator was requested to contact the abstract company for a time schedule on obtaining the necessary abstracts. Items which still need to be addressed are application for a water use permit as well as a request to the State Water Commission to do an investigation of the facility.

City Engineer Schwartzkopf reported to the Council Members that he had met with the ND State Health Department relative to the City's Storm Water

Management Program. His office will be preparing a summary document for the years 2003 - 2007 relative to the activities of the city regarding the plan and that the 2008 annual report will be submitted in the spring of 2009.

The City Administrator reported on a possible project with Montana Dakota Utilities to install an electrical generator at the Wastewater Treatment Plant to burn methane gas and supply the Wastewater Treatment Plant with steam to operate the boiler system. This would be beneficial to the city in that it would greatly reduce the boiler repair costs that result due to the corrosiveness of the methane gas currently being used, as well as greatly reducing our natural gas usage at the plant.

Discussion was held relative to a new web-site design for City of Jamestown. Council Members indicated the need for an updated web site to allow for more information being made available to the general public through the use of the site. It was noted that it would be important that the new web design provide for easier posting of new information by city staff.

Information was exchanged regarding the possible course of action to be taken to reduce the amount of fats, oils and grease being introduced into the wastewater system. The City Engineer indicated that this is a concern for all wastewater systems because of the added costs of operation which result from these products. Public education was discussed as a means of making the public aware of these concerns and as an attempt to get voluntary reduction. It was suggested that a letter be sent to commercial establishments to make them aware of the problems and encourage proper installation and maintenance of grease traps and related equipment.

It was reported that, with the potential for development as a result of the proposed new hospital in the southwestern portion of the city, considerable city staff time would be needed to insure proper infrastructure planning needs are met to provide for efficient and orderly growth.

The City Council was provided an update on discussions with Great River Energy, Spirit Ethanol and Stutsman Rural Water to purchase treated wastewater from the City to be used in the Spirit Energy Park. The City would provide treated gray water and treat return wastewater and Stutsman Rural Water would construct and operate the distribution lines between the facilities.

It was reported that Phase 1 which was the construction and development of 6 new raw water wells and construction of a new raw water collection line of the Water System Improvements Project was almost complete. Phase 2 & 3 which consist of the construction of a new treated water transmission line and miscellaneous Water Treatment Plant Improvements still need to be completed. Consensus of the council members was that this project needed to be at the top of the city's priority list.

The Highway 281 South Transportation Enhancement Project is currently proceeding and a public meeting is scheduled for August 21, 2008, at 5:30 P.M., to discuss final design requirements.

Lagoon access by private contractors after normal operating hours and the establishment of policies and requirements for contractors has not been completed and will be pursued as time allows.

Planning and preparation of a Preliminary Concept Report for the East Business Loop Reconstruction Project scheduled for construction in 2011 was reported proceeding on schedule.

Future needs and options for renovation and updating of the Civic Center facility were discussed. This was a topic that could possibly be given to the Advisory Study Committee to examine.

It was reported that a policy needs to be developed relative to allowing or disallowing private vendors offering concessions during Civic Center events. The Civic Center periodically receives requests from private vendors relative to offering their items for sale to event attendees.

The City Administrator requested input relative to changes in boundaries, policies, etc., to the City's Renaissance Zone. Current state regulations allow amendments to the boundaries and the inclusion of some additional blocks within the zone. Council Members agreed that the Renaissance Zone Advisory Committee should pursue this task and provide the City Council with recommendations for any amendments to the city plan.

The City Administrator requested that the Council Members review the information provided during the meeting and for each of them to rank the tasks and projects by priority, in order to provide city departments and staff direction on which items should receive priority attention.

Mayor Liechty moved to adjourn. Seconded by Council Member Kourajian. Unanimous aye vote. Carried.

ATTEST:

APPROVED:

JEFF FUCHS, City Administrator

CLARICE LIECHTY, Mayor