

JAMESTOWN CITY COUNCIL
REGULAR MEETING, DECEMBER 7, 2015
OFFICIAL MINUTES

The regular meeting of the City Council was called to order by Mayor Andersen at 5:00 P.M.

The Pledge of Allegiance to the flag was recited.

Roll Call showed the following members present: Mayor Andersen, Council Members Kourajian, Gumke Brubakken and Buchanan, City Attorney Ryan, City Engineer Schwartzkopf and City Administrator Fuchs.

Council Member Brubakken moved to approve the minutes of the regular council meeting, November 2, 2015; and minutes of the committee meeting, November 24, 2015. Seconded by Council Member Gumke. Unanimous aye. Carried.

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

- A. Resolution to approve the request from JSDC for \$13,336.00 from Economic Development Funds to reimburse legal and capital expenses on capital investments with the City Share to be \$12,231.00, and paid from the City Sales Tax Fund.
- B. Resolution to approve the request from JSDC for \$3,500.00 of previously obligated Economic Development Funds to be used to update the JSDC Strategic Plan with the City Share to be \$2,800.00, and paid from the City Sales Tax Fund.
- C. Resolution to approve rate adjustments for the Water, Wastewater, Sanitation and Solid Waste Disposal fees, to be effective January 1, 2016.
- D. Resolution to recognize the Jennaca Salberg Benefit as an other public spirited organization and to authorize the issuance of a raffle permit.
- E. Resolution to accept the cost estimate and proposed assessment district to construct paving and needed utilities on 5th Street NE from 12th Avenue NE to 27th Avenue NE and to proceed with the establishment of a special assessment district.
- F. Resolution to accept the draft Special Assessment Policy for the City of Jamestown and to publish notice of a public hearing, to be held January 4, 2016, to receive public comment.
- G. Resolution to approve the request from SkyWest Airlines and to enter into a Memorandum of Understanding listing the Jamestown Civic Center as a potential Company Operational Headquarters Facility in the event of an emergency.
- H. Resolution to approve the request from the Police Chief that the Police Department be allowed to use asset forfeiture funds, in the amount of \$11,250.00, toward the approximate \$13,000.00 cost of replacement Tasers.
- I. Resolution to approve entering into an engineering agreement from CPS for the annual Municipal Solid Waste Landfill Groundwater Monitoring Task 1 and 2.
- J. Resolution to accept the proposal from Recovery Systems Co., Inc., for additional corrosion and wear repairs/parts replacement and for a hydraulic fluid filter system for the Trash Compactor at the Baler Facility for an estimated \$22,061.43 plus the original \$20,000.00 estimate.

- K. Resolution to remove any snow removal assistance requirement from the City Forester's job description.
- L. Resolution to approve Change Order No. 1, to Schumacher Construction, Inc., on the EOC Storage Bay Heating and Insulation Retrofit Project, for an increase in the contract price of \$2,600.00.
- M. Resolution to approve Payment No. 2, to Scherbenske, Inc., for construction on Sanitary Landfill West Half of Cell 3B, in the amount of \$184,653.41.
- N. Resolution to approve Payment No. 2 & Final, to Strata Corporation, for construction on 2015 Sidewalk, Curb & Gutter District #15-11, in the amount of \$9,452.48.
- O. Resolution to approve Payment No. 4 & Final, to Border States Paving, Inc., for construction on Seal Coat, Patching, Construction & Reconstruction District #15-41, in the amount of \$373,810.42.
- P. Resolution to approve Payment No. 5 (Inv 1520.01-5), to Artekta, for services on the Fire Hall Cold Storage Bay Conversion to Heat Project, in the amount of \$668.86.
- Q. Resolution to approve Payment No. 9 (Inv 08387.01-9), to SRF Consulting Group, Inc., for Jamestown Planning and Zoning Technical Services, Amendment No. 2, in the amount of \$2,524.95.
- R. Resolution to approve Payment No. 3 (Inv 45437), to AE2S, for engineering services on Jamestown Stormwater Utility Creation, in the amount of \$3,204.70.
- S. Resolution to approve Payment No. 4 (Inv 45963), to AE2S, for engineering services on Jamestown Stormwater Utility Creation, in the amount of \$2,926.50.
- T. Resolution to approve Payment No. 21 (Inv No. 45357), to AE2S, for On Call engineering services, in the amount of \$892.49.
- U. Resolution to approve Payment No. 22 (Inv No. 45832), to AE2S, for On Call engineering services, in the amount of \$9,513.53.
- V. Resolution to approve Payment No. 22 (Inv No. 45831), to AE2S, for engineering services on the Infrastructure I&C Support, in the amount of \$270.00.
- W. Resolution to approve Payment No. 5 (Inv 25350), to Interstate Engineering, Inc., for engineering services on Sanitary Landfill West Half of Cell 3B, in the amount of \$21,661.09.
- X. Resolution to approve Payment No. 78 (Inv 25351), to Interstate Engineering, Inc., for engineering services on various City Department consultations (Street Dept), in the amount of \$647.50.
- Y. Resolution to approve Payment No. 79 (Inv 25352), to Interstate Engineering, Inc., for engineering services on various City Department consultations (Water Dept), in the amount of \$370.00.
- Z. 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.
- AA. Resolution to allow the November indebtedness in the amount of \$1,487,290.93 consisting of \$484,105.55 payroll and \$1,003,185.38 general obligations.

BB. Resolution to approve Payment No. 1 & Final, (Inv 15-160) to Schumacher Construction, Inc., for services on the EOC Cold Storage Bay Heating and Insulation Retrofit, in the amount of \$37,730.00.

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

Council Member Buchanan requested further documentation on the data provided thus far by HDR Engineering, Inc., on the Jamestown Sanitation Utility Operational Analysis & Report.

Joan Morris, member of Jamestown Chamber of Commerce City Beautification Committee, appeared before the City Council with concerns on data received from HDR Engineering on recycling costs.

Mayor Andersen stated the data received is not the final report, and when the complete report is received by the City Council, it will be available to the public, upon written request.

Council Member Gumke moved a Resolution to approve Payment No. 6 (Inv 463309-H), to HDR Engineering, Inc., for services on the Jamestown Sanitation Utility Operational Analysis & Report, in the amount of \$23,488.11. Seconded by Council Member Brubakken. Roll Call No. 2 showed: 4 ayes, 1 nay (Buchanan), 0 absent. Carried.

Council Member Gumke moved to introduce an ordinance to amend and re-enact Section 10 of Appendix C of the City Code pertaining to notice to adjoining property owners when a variance is requested.

Mayor Andersen moved to appoint Darrell Losing to serve as a member of the Board of Adjustment for a term to expire January 2019. Seconded by Council Member Kourajian. Unanimous aye vote. Carried.

Council Member Gumke moved a Resolution to approve recognizing the Employee Promotion Committee (EPC) as an other public spirited organization and to authorize the issuance of a raffle permit on February 12, 2016, at the Gladstone Inn & Suites. Seconded by Council Member Brubakken. Roll Call No. 3 showed: 5 ayes, 0 nays, 0 absent. Carried.

Council Member Brubakken moved to table to the 12/17/2015 committee meeting the draft submittal of the 2016 City of Jamestown Project Submittal List to the NDDOT to meet the December 31, 2015 deadline. Seconded by Council Member Buchanan. Unanimous aye vote. Carried.

City Council consensus was to hold a special city council meeting after the committee meeting to take action on the draft submittal list.

Council Member Gumke moved to adjourn. Seconded by Council Member Brubakken. Unanimous aye vote. Carried.

ATTEST:

JEFF FUCHS, City Administrator

APPROVED:

KATIE ANDERSEN, Mayor