

JAMESTOWN CITY COUNCIL
REGULAR MEETING, MARCH 7, 2016
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, and City Administrator Fuchs.

Council Member Buchanan moved to approve the minutes of the regular council meeting, February 1, 2016; special council meeting, February 24, 2016; and minutes of the committee meeting, February 24, 2016. Seconded by Council Member Gumke. Unanimous aye vote. Carried.

No bids were received for the sale of impounded/abandoned vehicles.

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

- A. Resolution to approve and authorize the subordination of the JSDC position on the Agreement for New Jobs Training with Pharmakon Solutions dba Eldermark Software Solutions in order to allow the firm to receive a SBA bank line of credit loan from Venture Capital, in the amount of \$350,000.00.
- B. Resolution to approve the requests for street closings and/or permits to allow alcoholic beverages in fenced areas for the St. Patrick's Day Run, on March 19, 2016, for the following: All Vets Club; Buffalo Lanes, Inc.; Corner Bar; Cork and Barrel, Inc.(Elk's location); Middles LLC d/b/a Fred's Den; Frontier Fort & Grill; Knights of Columbus; Jonny B's Brickhouse, Office Bar & Lounge; Shady's; and Wonder Bar Sports Bar, contingent on Jonny B's Brickhouse working with city staff on an appropriate area to be fenced off behind the business and any business intending to use tents or other structures obtaining approval from the Police and Fire Departments.
- C. Resolution to approve and convey all of Lot 1 and Lot 4, Menards Addition, to Woodsonia Development per developer's agreement and the opening of Menards.
- D. Resolution to approve the request from Scherbenske, Inc., to reduce the retainage for the Cell 3B West construction from 10% to 2%.
- E. Resolution to approve and authorize the purchase of a new 2016 Chevrolet K-1500 Double Cab 4X4, without trade, for the Sewer Department to Don Wilhelm, Inc., in the amount of \$28,899.00.
- F. Resolution to approve and authorize entering into an engineering agreement with Interstate Engineering, Inc., for construction of Sewer & Water District #16-31 & 16-61 (3rd St NW).
- G. Resolution to approve and authorize entering into an engineering agreement with Interstate Engineering, Inc., for SW Water Main Replacement District #16-62 (Approximately 10 Blocks).
- H. Resolution to direct the City Administrator to prepare an experience based Request for Proposal for Engineering Services for the construction of a New Raker Building and Related Equipment Project for the Sewer Department.

- I. Resolution to approve the following pertaining to 2016 Sidewalk, Curb & Gutter District #16-11:
 - 1) To set up and establish the district.
 - 2) To direct the City Engineer to prepare plans and specifications for the construction of the district.
 - 3) To accept and approve the plans and specifications, as prepared by the City Engineer, for the construction of the District.
 - 4) To direct the City Administrator to advertise for bids for the construction of the district.
- J. Resolution to approve and authorize participating in a Statewide Urban Roads Needs Assessment in conjunction with the NDDOT, and performed by the Upper Great Plains Transportation Institute for distribution to the 2015-2017 Legislative Session, at an estimated cost to the City of \$5,400.00 to \$6,700.00.
- K. Resolution to approve Payment No. 1 (Inv 08387.02-1), to SRF Consulting Group, Inc., for Jamestown Planning and Zoning Technical Services, Amendment No. 3, in the amount of \$1,497.65.
- L. Resolution to approve Payment No. 7 (Inv 47088), to AE2S, for engineering services on Jamestown Stormwater Utility Creation, in the amount of \$4,901.00.
- M. Resolution to approve Payment No. 10 (Inv 08387.01-10), to SRF Consulting Group, Inc., for Jamestown Planning and Zoning Technical Services, Amendment No. 2, in the amount of \$3,482.59.
- N. Resolution to approve Payment No. 13 (Inv 4730), to Apex Engineering Group, Inc., for Jamestown Wastewater Consulting Services (Cavendish), in the amount of \$4,027.00.
- O. Resolution to approve Payment No. 25 (Inv No. 46862), to AE2S, for On Call engineering services, in the amount of \$504.00.
- P. Resolution to approve Payment No. 25 (Inv 46861), to AE2S, for engineering services on the Infrastructure I&C Support, in the amount of \$135.00.
- Q. Resolution to approve Payment No. 7 (Inv 26356), to Interstate Engineering, Inc., for engineering services on Sanitary Landfill West Half of Cell 3B, in the amount of \$1,190.00.
- R. Resolution to approve Payment No. 8 (Inv 26355), to Interstate Engineering, Inc., for engineering services on the Inert Landfill Expansion Permitting, in the amount of \$1,910.00.
- S. Resolution to approve Payment No. 17 (Inv 26354), to Interstate Engineering, Inc., for engineering services on the Sanitary Landfill Expansion, in the amount of \$7,261.61.
- T. Resolution to approve Payment No. 88 (Inv 26357), to Interstate Engineering, Inc., for engineering services on various City Department consultations (General), in the amount of \$2,370.09.
- U. Resolution to approve Payment No. 89 (Inv 26358), to Interstate Engineering, Inc., for engineering services on various City Department consultations (Streets), in the amount of \$92.50.
- V. Resolution to approve Payment No. 90 (Inv 26359), to Interstate Engineering, Inc., for engineering services on various City Department consultations (Sewer), in the amount of \$3,515.00.
- W. Resolution to approve Payment No. 91 (Inv 26360), to Interstate Engineering, Inc., for engineering services on various City Department consultations (Water), in the amount of \$1,803.45.
- X. Resolution to approve Payment No. 92 (Inv 26361), to Interstate Engineering, Inc., for engineering services on various City Department consultations (SolidWaste), in the amount of \$8,341.01.

- Y. 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.
- Z. Resolution to allow the February indebtedness in the amount of \$1,773,019.27 consisting of \$504,943.06 payroll and \$1,268,076.21 general obligations.

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

Council Member Brubakken moved to table the request from Casey Stoudt for the City to vacate a portion of an easement which runs across land he has purchased as the City has abandoned the water main, contingent on review by Interstate Engineering, Inc. Seconded by Council Member Gumke. Unanimous aye vote. Carried.

Joan Morris, from the Chamber of Commerce City Beautification Committee, appeared before the Council with questions on the invoicing by HDR Engineering, Inc., relative to the Sanitation Utility Operational Analysis & Report.

Council Member Buchanan moved to table approval of Payment No. 8 (Inv 473736-H), to HDR Engineering, Inc., for services on the Jamestown Sanitation Utility Operational Analysis & Report, in the amount of \$7,336.26. Seconded by Council Member Kourajian. Unanimous aye vote. Carried.

Council Member Buchanan moved to introduce the first reading of an ordinance to enact Section 6.7 of Appendix C pertaining to traffic impact studies; and to amend Section 9 of Appendix B pertaining to preliminary plat items and to amend Section 11 of Appendix C pertaining to amendment process.

Council Member Kourajian moved to introduce the first reading of an ordinance to amend and re-enact Section 15-42 of the City Code pertaining to the definition of group day care home or preschool facility.

Joan Morris, from the Chamber of Commerce City Beautification Committee, appeared before the Council with questions on the information in the Sanitation Utility Operational Analysis & Report provided thus far by HDR Engineering, Inc., and requested permission to communicate directly with the engineering firm.

Consensus of the City Council was to allow her request to communicate directly with the engineering firm prior to a presentation by Brent Erickson, HDR Engineering, Inc., at the Special Public Works Committee meeting scheduled on March 10, 2016.

Mayor Andersen moved to appoint Amie Aesoph and Kevin Gebhardt to serve as members of the Civil Service Commission with terms to expire January 2020 and January 2021, respectively. Seconded by Council Member Brubakken. Unanimous aye vote. Carried.

Council Member Brubakken moved a Resolution to recognize the Barb Gefroh Benefit as an other public spirited organization and to authorize the issuance of a Charity Local Permit on March 31, 2016, at the Quality Inn & Suites(Banquet Rooms). Seconded by Council Member Gumke. Roll Call No. 2 showed: 5 ayes, 0 nays, 0 absent. Carried.

Council Member Brubakken moved a Resolution to approve accepting the proposal from Sweeney Controls for replacement of the Lift Station 15 Control Panel, in the amount of \$22,500.00. Seconded by Council Member Gumke. Roll Call No. 3 showed: 5 ayes, 0 nays, 0 absent. Carried.

Council Member Buchanan moved to table entering into an enterprise agreement with the Stutsman County Water Resource Board for the Storm Water Master Plan Project. Motion died for lack of second.

Council Member Gumke moved a Resolution to approve entering into an enterprise agreement with the Stutsman County Water Resource Board for the Storm Water Master Plan Project. Seconded by Council Member Kourajian. Roll Call No. 4 showed: 4 ayes, 1 nay(Buchanan), 0 absent. Carried.

Council Member Gumke moved a Resolution to approve Payment No. 4, to Scherbenske, Inc., for construction on Sanitary Landfill West Half of Cell 3B, in the amount of \$33,615.01. Seconded by Council Member Buchanan. Roll Call No. 5 showed: 5 ayes, 0 nays, 0 absent. Carried.

Council Member Buchanan moved to table approval of Payment No. 9 (Inv 477113-H), to HDR Engineering, Inc., for services on the Jamestown Sanitation Utility Operational Analysis & Report, in the amount of \$6,126.72. Seconded by Council Member Brubakken. Unanimous aye vote. Carried.

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

ATTEST:

JEFF FUCHS, City Administrator

APPROVED:

KATIE ANDERSEN, Mayor