

FINANCE & LEGAL COMMITTEE
BUILDING, PLANNING & ZONING COMMITTEE
CIVIC CENTER & PROMOTION COMMITTEE
PUBLIC WORKS COMMITTEE
POLICE & FIRE COMMITTEE
NOVEMBER 20, 2007

Present: Mayor Liechty, Council Members Schulz, Heinrich, Grabinger and Parisien, City Attorney Dalsted, Weight, Gray, Donegan, Thingstad, Fosse, Wollan, Sveum and Fuchs.

Parisien moved to recommend the City Council reject the recommendation from the JSDC to delete Community Development Projects from consideration for Economic Development Fund funding in the JSDC Policies and Procedures, and to accept the recommendation that "each specific project require legal documentation setting forth the terms and conditions of funding". Seconded by Liechty. Unanimous aye vote. Carried.

Liechty moved to table consideration of the suggested revisions to the JDSC Policies and Procedures and possible by-law amendments of the JSDC, as outlined by Grabinger, until after the new JSDC Board members are seated in January, 2008. Seconded by Parisien. Unanimous aye vote. Carried.

Mayor Liechty indicated that she had sent her letter outlining her concerns regarding the 10 Year Plan to End Homelessness to the South Central Homeless Coalition and has had no response to date. Major Tim Miller and Marc Jensen from the Coalition appeared to respond to the Mayor's concerns.

Schulz moved to recommend the City Council approve the following relative to the homelessness plan:

- 1) Approve a Resolution to adopt "A Plan to Eliminate Homelessness in Jamestown, North Dakota".
- 2) Submit a letter to the North Dakota Homeless Coalition, Inc., with a copy of the approved Resolution.
- 3) Appoint the South Central Homeless Coalition to implement the "10 Year Plan" with the requirement of the submission of an annual report on status to be filed with the City in January of each year.
- 4) Authorize City staff to notify the South Central Homeless Coalition of any potential funding sources that may assist in the implementation of the "10 Year plan".

Seconded by Parisien. Voice vote showed: 4 ayes, 1 nay (Liechty). Carried.

Grabinger moved to recommend the City Council authorize entering into a one (1) year agreement with 4Rs Recycling of Carrington, Inc., for the recycling of materials in Jamestown. Seconded by Liechty. Unanimous aye vote. Carried.

Grabinger moved to recommend the City Council approve and accept the 2006 City Audit as prepared by Schauer & Associates, P.C. Seconded by Parisien. Unanimous aye vote. Carried.

Grabinger moved to recommend the City Council approve an adjustment to wastewater utility rates effective January 1, 2008, as proposed in the Wastewater Cost of Service and Rate Design Study prepared by AE2S, as follows:

Single family residential - \$4.50 flat rate per month plus \$1.27 per 100 CF of water used to a maximum of 1200 CF per month.

Multi-family residential - \$2.25 flat rate per unit per month plus \$1.27 per 100 CF of water used per month.

Commercial - \$4.50 flat rate per month plus \$1.27 per 100 CF of water used per month.

Seconded by Parisien. Unanimous aye vote. Carried.

Liechty moved to request the City Attorney and the City Engineer do the necessary research and prepare the documents needed to protect the City from future liability issues on the former Strankowski property prior to offering the property for sale to the public. Seconded by Parisien. Unanimous aye vote. Carried.

Mayor Liechty indicated a conflict of interest relative to a potential license agreement with the Maple Acres Condo Association as her husband has a financial interest in the property.

Parisien moved to place on the City Council agenda, without recommendation, the issue of entering into a license agreement with Maple Acres Condo Association to allow connection to the City storm sewer system to drain surface water from the common area. Seconded by Grabinger. Voice vote showed: 4 ayes (Schulz, Heinrich, Grabinger and Parisien), 0 nays, 0 absent, 1 abstention (Liechty).

Liechty moved to place on the City Council agenda, without recommendation, the report from the Stanton Group relative to ongoing contribution costs of the City Retirement program and the consideration of changing the City Employee Retirement program to the NDPERS, effective January 1, 2008. Seconded by Schulz. Unanimous aye vote. Carried.

It was reported that the Fire Department has received confirmation from the Department of Emergency Services that a \$30,000.00 grant has been awarded to assist in the replacement of haz/mat equipment lost in the fire on October 3, 2007.

It was reported that a letter has been received from Joseph M. Schmitt regarding traffic on 35th Street S.E. (Landfill Road) and the increased usage, dust and speeds as a result of the Spiritwood Project as well as other construction projects in and around the city.

It was reported that the City Sewer Department has contacted a number of firms relative to having the grease removed from the sewer main on 6th Avenue SE. Both firms which do this type of work have indicated that they are extremely busy at this time and will contact us as soon as their schedules allow. Meanwhile, the sewer personnel have been placing a de-greaser into the mains in an attempt to reduce the grease amounts until the work can be performed. They are monitoring the main on a regular basis. There had been concerns expressed that sand may have been entering the main from a local car wash; however, it appears that the problem may be the grease levels.

A public hearing and second reading of Ordinance No. 1330 to amend and re-enact Ordinance No. 329 of the City Code by amending the District Map to change the zoning of a parcel of land 883 feet by 2711 feet in the E.1/2 of Section 34, T140N, R64W, lying outside the City limits and adjacent to 17th Ave SW, from R-M (Residential Mobile Home District) to R-1 (One Family Residential District) is scheduled for the December 3, 2007, City Council meeting.

Heinrich moved to recommend the City Council set a public hearing and first reading of an ordinance to amend and re-enact Ordinance No. 329 of the City Code by amending the District Map to change the zoning of Lots 1 - 6, Block 1, Meidinger 4th Addition, from RMI-A (Residential Mobile Independent) to R2-A (Limited Multiple Residential One to Twelve Plex). Seconded by Schulz. Unanimous aye vote. Carried.

Schulz moved to recommend the City Council set a public hearing and first reading of an ordinance to amend and re-enact Ordinance No. 329 of the City Code by amending the District Map to change the zoning of Lots 18 thru 41, Witzig's 2nd Addition, Lots 18 thru 33, Dement's Addition, Lot 2, Block 5, Lots 3 & 4, Block 4 and Lots 3 & 4, Block 3, Diamond Acres 2nd Addition, from C-2 (General Commercial District) to M-1 (Limited Industrial and Manufacturing District). Seconded by Grabinger. Unanimous aye vote. Carried.

Parisien moved to recommend the City Council introduce the first reading of an ordinance to amend and re-enact Sections 9-40 and 9-41 of the City Code pertaining to the housing codes. Seconded by Grabinger. Unanimous aye vote. Carried.

Heinrich moved to recommend the City Council introduce the first reading of an ordinance to amend and re-enact Sections 14-1 of the City Code pertaining to the electrical code. Seconded by Schulz. Unanimous aye vote. Carried.

Grabinger moved to recommend the City Council approve the 2009 SAFETEA-LU Projects Report for submission to the NDDOT. Seconded by Schulz. Unanimous aye vote. Carried.

Discussion relative to the Civic Center Director's response to the Compass Facility Management's Local Operations Audit will be placed on the committee agenda in December.

Heinrich moved to recommend the City Council introduce the first reading of an ordinance to amend and re-enact Section 25-10 of the City Code pertaining to snow and ice removal from city sidewalks. Seconded by Grabinger. Unanimous aye vote. Carried.

Grabinger moved to recommend the City Council introduce the first reading of an ordinance to amend and re-enact Section 25-10.1 of the City Code pertaining to depositing of snow on streets and alleys. Seconded by Schulz. Unanimous aye vote. Carried.

It was the consensus of the committee to provide a bid alternative for the demolition of the fire damaged cold storage building only, as well as a bid alternative for the demolition of the fire damaged cold storage building and construction of a new cold storage building for the Fire Department.

Discussion was held relative to the Interstate Engineering, Inc., proposed agreement for Engineering Services for a Transportation Enhancement Project for US Hwy 281 South, scheduled for 2009. Consensus of the committee was to send letters to impacted property owners and to conduct a public input meeting relative to the proposed project on December 10, 2007, beginning at 5:30 P.M.

Heinrich moved to recommend the City Council enter into proposed agreements with Interstate Engineering, Inc., to provide engineering services, to complete Solid Waste Permit Renewal applications for submission to the State Health Department, on the Jamestown Municipal Landfill and the Jamestown Baler Facility. Seconded by Liechty. Unanimous aye vote. Carried.

Parisien moved to place on the City Council agenda, without recommendation, consideration of approving Change Order No. 2, to Border States Paving, Inc., for Seal Coat, Patching Construction and Reconstruction District #07-41. Seconded by Liechty. Unanimous aye vote. Carried.

Heinrich moved to recommend that the City Council waive the irregularity of no separate bid bond envelope attached to the outside of the bids submitted from Central Sales, for the purchase of a new tractor for the Street Department, and to open and read the bids if the bid bond is found to be included. Seconded by Parisien. Unanimous aye vote. Carried.

Parisien moved to recommend the City Council approve Change Order No. 14, to Northern Improvement Company of Fargo, relating to the US HWY 281 South Reconstruction Project #07-42, NDDOT Project #AC-HPU-NHU-2-281(030)066, for a net increase in the contract price of \$4,858.01. Seconded by Heinrich. Unanimous aye vote. Carried.

Schulz moved to recommend the City Council approve Change Order No. 15, to Northern Improvement Company of Fargo, relating to the US HWY 281 South Reconstruction Project #07-42, NDDOT Project #AC-HPU-NHU-2-281(030)066, for a net increase in the contract price of \$2,426.86. Seconded by Liechty. Unanimous aye vote. Carried.

Informational:

1) Monthly financial and departmental reports.

- 2) Minutes of the Planning Commission, November 13, 2007.
- 3) Quotations will be opened on December 11, 2007, at 1:15 p.m., for the 2008 Hydrocarbons for the City of Jamestown operational programs and Jamestown Park Districts' operational programs.
- 4) Quotations will be opened on December 11, 2007, at 1:15 p.m., for the 2008 Chemicals for the Water, Sewer and Wastewater Departments.
- 5) Closing date for applicants for Public Works Director/Assistant City Engineer is December 3, 2007.
- 6) December 7, 2007, deadline for proposal submittals for Request For Qualifications for Professional Engineering Services for the development and construction of the Jamestown East Business Loop Reconstruction Project SU-2-987(029)033, 2011 Urban Roads project.

Jeff Fuchs, City Administrator