

**CITY OF JAMESTOWN**  
**102 3<sup>rd</sup> Ave SE**  
**Jamestown, ND 58401**  
**701-252-5900**

**MINUTES**  
**Planning Commission**  
**July 11, 2011 - 8:00 a.m.**

Present: Trefz, Trautman, Ritter, Bergquist, Schmidt, Purdy, Tressler, Weight, Fuchs, Reuther, Harty

1. Chairman Trefz called for a motion to approve the minutes from the April 9, 2011 meeting. Trautman made a motion to approve, seconded by Ritter. Unanimous voice vote, motion carried.
2. Chairman Trefz spoke about the City's strategic planning meetings and urges members of the Planning Commission to be involved. The information from those meetings is in the process of being published. Information will be available on the City's website at [www.jamestownnd.org](http://www.jamestownnd.org).
3. Chairman Trefz led the discussion relating to building and planning codes and changes to codes. The code relating to Auditor's lots is still pending and Chairman Trefz intends on meeting with City Attorney Dalsted concerning this issue. The Planning Commission members will need to be involved in this issue as well.
4. Chairman Trefz reported that the Request for Proposals for the Land, use & Transportation Plan is close to being completed.

Chairman Trefz spoke about the water & sewer system upgrade as it has been moving forward. Chairman Trefz asked City Administrator Fuchs for an update on the various upgrades.

City Administrator Fuchs addressed the Planning Commission with an update as to the progress of the city water, sewer and storm sewer system studies. The City Council has authorized the engineering firm to perform the 4th and final phase of the water distribution study. Early next fall, bids will be gathered for the SW water improvements, to include the new water tower to serve the SW area with construction to begin late next summer, these improvements will take 1-2 years for completion.

The Sanitary sewer Request for Proposals for 1<sup>st</sup> phase of construction which is designed for taking pressure off the lift stations in the NW areas, will be completed very soon. Lift Station #9 near the Jamestown Business Center is scheduled to get a new line to the main lift in the SE.

The City Council wants to do a study to look at the entire sanitary and solid waste operations, which is included in the City's Strategic Plan. Yard waste collection is placing a huge strain on the system during this time of year. The # 1 priority is water & sewer issues, the storm water system is not a high priority in the 5 yr plan. The Strategic Plan has outlined a plan to move forward with a fire substation south of I-94. Another priority item is the Police Department's need for the firing range for weapons training; this is needed for other law enforcement agencies as well.

Planning Commission member Schmidt asked if there is a time line on the improvements. Fuchs related that construction will begin next spring and will take two construction seasons for completion.

Chairman Trefz restated the need for members of the Planning Commission to get involved in sub-committees that are related to the infrastructure needs.

5. Chairman Trefz recognized the two young members in the audience from Boy Scout troop # 134 who are working on their merit badges.
6. Chairman Trefz called on Secretary Weight for an update relating to ongoing building and development issues.

Secretary Weight related that building permit numbers are down but construction is steady even though activity is down from previous years. Interest in development in the SW area is limited due to the sanitary sewer and water issues, however, when the new Jamestown Regional Medical Center opens August 1st, 2011 there will be lots of traffic and many developers will be asking about infrastructure in the area. The new SW water tower will solve many problems including fire protection and development issues in the area.

7. Chairman Trefz encouraged Planning Commission members to send him ideas and thanked members for their input. Planning Commission member Tressler added the need for a calendar of events so that the members can be alerted. Chairman Trefz will meet with the Mayor so as to get some time lines together and they will be sent by email to Commission members. Chairman Trefz also reminded members to check the City of Jamestown website for information and updates.
8. A motion was made by Bergquist to adjourn, seconded by Purdy. Meeting adjourned.