

JAMESTOWN CITY COUNCIL
REGULAR MEETING, JANUARY 7, 2019
OFFICIAL MINUTES

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

The Pledge of Allegiance to the flag was recited.

Roll Call showed the following members present: Mayor Heinrich, Council Members Phillips, Steele, Brubakken, and Buchanan, City Attorney Ryan, and City Administrator Hellekson.

Joe Rector, Director of the Alfred Dickey Public Library, provided an update and historical summary. The Library's Centennial Celebration Week is February 19-22, 2019. Rector thanked the City Council for supporting the recently completed renovation.

Council Member Steele moved to approve the minutes of the regular council meeting, December 3, 2018; the committee meeting, December 18, 2018. Seconded by Council Member Phillips. Unanimous aye vote. Carried.

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

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

- A. Resolution to approve changing the City's email from daktel.com at \$10 per year to @jamestownnd.gov at \$400 per year to be paid from the General Fund, and authorize the signing of the government domain name registration.
- B. Resolution to approve the City of Jamestown Letter of Participation in the Stutsman County Multi-Hazard Mitigation Plan and City participation and collaboration in planning.
- C. Resolution to approve the final plat of Haut Funeral Home Addition, Lot 1, Block 1, a re-plat of Lots 10-14, Block 6, College Heights Addition, City of Jamestown, Stutsman County, North Dakota. The property is located at 1101 5th Ave NE.
- D. Resolution to approve and accept the proposal from SRF Consulting for Planning and Zoning Technical Services for 2019 in an amount not to exceed \$60,000.
- E. Resolution to approve the Transportation Alternative Grant application for the Safe Routes to School project for 2020.
- F. Resolution to approve the prioritized list of projects in Jamestown for the NDDOT State Transportation Improvement Plan.
- G. Resolution to approve Change Order No. 3, to Burski Excavating, Inc., for construction on Cell 4 Liner and Cell 2/3 Partial Final Cover, for additional sand, drone control pads, corrections and balancing project, for a net increase in the contract price of \$8,140.04.
- H. Resolution to approve Payment No. 1 (Inv 0001959021), to ND Department of Transportation, for 2018 Safe Routes to School Sidewalk District 18-21, Project TAU-2987(039) – SRTS Sidewalk, in the amount of \$40,088.69.
- I. Resolution to approve Payment No. 2 (Inv 60921), to AE2S, for engineering services on NW Booster PLC Upgrade, in the amount of \$12,784.00.

- J. Resolution to approve Payment No. 6, to LD Concrete, for construction on 2018 Sidewalk, Curb & Gutter District #18-11, in the amount of \$6,451.02.
- K. Resolution to approve Payment No. 8, to Border States Paving, Inc., for construction on Seal Coat, Patching, Construction & Reconstruction District #18-41, in the amount of \$72,049.37.
- L. Resolution to approve Payment No. 11 (Inv 08387.04-11), to SRF Consulting Group, Inc., for 2018 Jamestown Planning and Zoning Technical Services, in the amount of \$5,236.99.
- M. Resolution to approve Payment No. 13 (Inv 8520), to Apex Engineering Group, for services on Jamestown Wastewater Treatment Facility Capacity Assessment, in the amount of \$2,037.92.
- N. Resolution to approve Payment No. 55 (Inv 60920), to AE2S, for On Call engineering services, in the amount of \$1,156.85.
- O. Resolution to approve Payment No. 11&Final, to Burski Excavating, Inc., for construction on Cell 4 Liner and Cell 2/3 Partial Final Cover, in the amount of \$66,315.92.
- P. Resolution to approve Payment No. 57 (Inv 60919), to AE2S, for engineering services on the Infrastructure I&C Support, in the amount of \$135.00.
- Q. Resolution to approve Payment No. 1 (Inv 36730), to Interstate Engineering, Inc., for preliminary design and surveying on the James River Bank Stabilization Project, Phase 3, in the amount of \$20,539.05.
- R. Resolution to approve Payment No. 5 (Inv 36728), to Interstate Engineering, Inc., for engineering services on the Inert Landfill Closure Cell 1-4, Section 5-139-63, in the amount of \$456.00.
- S. Resolution to approve Payment No. 6 (Inv 36727), to Interstate Engineering, Inc., for the New Retaining Wall at Frontier Village, in the amount of \$1,929.50.
- T. Resolution to approve Payment No. 7 (Inv 36729), to Interstate Engineering, Inc., for engineering services on the James River Tree Snagging Project, in the amount of \$1,170.00.
- U. Resolution to approve Payment No. 11 (Inv 36726), to Interstate Engineering, Inc., for engineering services on the 2018 Safe Routes to School Sidewalk District 18-21, in the amount of \$1,207.43.
- V. Resolution to approve Payment No. 17 (Inv 36725), to Interstate Engineering, Inc., for engineering services on NW Water Main Replacement Project District 17-61 (11Blocks), in the amount of \$1,267.05.
- W. Resolution to approve Payment No. 19 (Inv 36724), to Interstate Engineering, Inc., for engineering services on Sanitary Landfill Cell 4A Development, in the amount of \$6,987.95.
- X. Resolution to approve Payment No. 21 (Inv 36722), to Interstate Engineering, Inc., for engineering services on 5th Street NE (12th Ave to 27th Ave NE), Paving Improvements District #16-42, in the amount of \$2,815.50.
- Y. Resolution to approve Payment No. 21 (Inv 36723), to Interstate Engineering, Inc., for engineering services for construction of road from Menards to Jamestown Regional Medical Center, in the amount of \$1,482.00.
- Z. Resolution to approve Payment No. 258 (Inv 36731) in the amount of \$24,837.50, to Interstate Engineering, Inc., for engineering services on the following:
 - 1. City Department consultations (General), in the amount of \$5,221.50

2. City Department consultations (Streets), in the amount of \$11,162.50
3. City Department consultations (Sewer), in the amount of \$5,726.00
4. City Department consultations (Water), in the amount of \$1,600.00
5. City Department consultations (Solid Waste), in the amount of \$1,127.50

AA. 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.

BB. Resolution to allow the December indebtedness in the amount of \$2,120,472.06 consisting of \$485,496.71 payroll and \$1,634,975.35 general obligations.

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

Council Member Phillips moved a Resolution to approve and authorize entering into a three-year agreement with Airborne Custom Spraying for aerial spraying of pesticides of approximately 11,640 acres of the city at the direction of City staff. Seconded by Council Brubakken. Gary D'Amore addressed the Council. Roll Call No. 2 showed: 5 ayes, 0 nays, 0 absent. Carried.

Council Member Brubakken moved a Resolution to approve and modify the garbage and recycling collection routes in specific areas from alley to curbside collection, as recommended by Jamestown Sanitation staff and by Recycle Dakota, and to transition to a four (4) day collection schedule, transition date to be determined by the City Administrator and staff. Seconded by Council Member Phillips. Roll Call No. 3 showed: 5 ayes, 0 nays, 0 absent. Carried.

Council Member Brubakken moved a Resolution to approve and authorize entering into an agreement with New Phase Energy for a feasibility study at the Wastewater Treatment Facility as negotiated by the Mayor and the City Administrator in consult with the City Attorney, with the initial cost of the study not to exceed \$22,500. Seconded by Council Member Steele. Joe Regnery and Jim Imbler, both of New Phase Energy, addressed the City Council. Roll Call No. 4 showed: 5 ayes, 0 nays, 0 absent. Carried.

Council Member Brubakken moved a Resolution to approve and authorize entering into an agreement with CPS to provide the 2018 Annual Municipal Solid Waste Landfill Groundwater Monitoring Report and additional consultation regarding the City's Groundwater Monitoring Plan. Seconded by Council Member Steele. Roll Call No. 5 showed: 5 ayes, 0 nays, 0 absent. Carried.

Council Member Buchanan moved to appoint Harold Bensch and Darrell Losing to serve as members of the Board of Adjustment for three year terms to expire January 2022. Seconded by Council Member Phillips. Unanimous aye vote. Carried.

Council Member Brubakken moved a Resolution to approve the Code of Conduct to ensure efficient, fair, and professional administration of federal grant funds and programs in compliance with the U.S. Office of Management and Budget and other applicable federal and state standards, regulations, and laws. Seconded by Council Member Phillips. Roll Call No. 6 showed: 5 ayes, 0 nays, 0 absent. Carried.

Council Member Phillips moved a Resolution to approve and authorize entering into an agreement with Interstate Engineering to provide engineering services for the 2019 Water Main Improvement District included in the Drinking Water State Revolving Fund (DWSRF) priority list, as budgeted for 2019 in the Water Utility Fund. Seconded by Council Member Steele. City Engineer Travis Dillman addressed the Council. Roll Call No. 7 showed: 5 ayes, 0 nays, 0 absent. Carried.

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

ATTEST:

APPROVED:

SARAH HELLEKSON, City Administrator

DWAINE HEINRICH, Mayor