

**Wahpeton City Council
January 3, 2011**

Present: Hansey, Hartman, Mitskog, Sturdevant, DeVries, Dale, Bajumpaa and Bohn

Absent: Bertsch

Also Present: Huwe, Lies, Nelson, Thorsteinson, Broadland, Priebe, MacIver, Gutzmer and Johanneson

Meeting called to order by Mayor Sturdevant.

Motion by Bajumpaa, second by DeVries, to approve the Council Minutes from December 20, 2010. Motion Carried.

PUBLIC HEARINGS/ETC.

PILOT Application for Elmwood Senior Housing Mayor Sturdevant asked Huwe if there were any written protests received of which there were none. Sturdevant then asked if there was anyone present to protest and there was none.

Legacy IV Properties, LLC PILOT			1645 11th St North		50-4125-15737-230		
Year of Ex	Est. Value	Est. Mill	PILOT Pmt	Payment	Exempted	Total Amt	Year
1	\$ 885,000.00	0.43	\$ 4,000.00	\$ 4,027.50	\$15,000	\$ 19,027.50	2012
2	\$ 885,000.00	0.43860	\$ 4,400.00	\$ 4,408.05	\$15,000	\$ 19,408.05	2013
3	\$ 885,000.00	0.44737	\$ 4,800.00	\$ 4,796.21	\$15,000	\$ 19,796.21	2014
4	\$ 885,000.00	0.45632	\$ 5,200.00	\$ 5,192.14	\$15,000	\$ 20,192.14	2015
5	\$ 885,000.00	0.46545	\$ 5,600.00	\$ 5,595.98	\$15,000	\$ 20,595.98	2016
6	\$ 885,000.00	0.47475	\$ 11,000.00	\$ 11,007.90	\$10,000	\$ 21,007.90	2017
7	\$ 885,000.00	0.48425	\$ 11,400.00	\$ 11,428.06	\$10,000	\$ 21,428.06	2018
8	\$ 885,000.00	0.49393	\$ 11,900.00	\$ 11,856.62	\$10,000	\$ 21,856.62	2019
9	\$ 885,000.00	0.50381	\$ 12,300.00	\$ 12,293.75	\$10,000	\$ 22,293.75	2020
10	\$ 885,000.00	0.51389	\$ 12,800.00	\$ 12,739.62	\$10,000	\$ 22,739.62	2021
			\$ 83,400.00	\$ 83,345.82	\$125,000	\$ 208,345.82	

Motion by Hansey, second by Hartman, to approve the PILOT application for Elmwood Senior Housing. Motion carried.

PILOT Application for Town Centre Square Mayor Sturdevant asked Huwe if there were any written protests received of which there were none. Sturdevant then asked if there were anyone present to protest and there was none. For clarification, Huwe noted that a written statement was received from Rick Jacobson on behalf of Wahpeton School District, who has a consistent stance to protest all tax abatements which may affect revenue to the School District.

Phoenix Housing Wahpeton I LLC			500 Dakota Avenue				
Year of Ex	Est. Value	Est. Mill	PILOT Pmt	Pmt Calculation	Exempted	Total Amt	Year
1	\$ 1,230,000.00	0.42	\$ -	\$ -	\$25,830	\$ 25,830.00	2011
2	\$ 1,230,000.00	0.42840	\$ 10,500.00	\$ 10,538.64	\$15,808	\$ 26,346.60	2012
3	\$ 1,230,000.00	0.43697	\$ 18,800.00	\$ 18,811.47	\$8,062	\$ 26,873.53	2013
4	\$ 1,230,000.00	0.44571	\$ 27,400.00	\$ 27,411.00	\$0	\$ 27,411.00	2014
			\$ 56,700.00	\$ 56,761.12	\$ 49,700.02	\$ 106,461.13	

Motion by Dale, second by Bajumpaa, to approve the PILOT application for Town Centre Square. Motion carried.

ND Dept. of Transportation Traffic Safety – presentation by Police Chief Scott Thorsteinson

Thorsteinson recognized Officer Craig Cory, whose direct supervisor is Sergeant Tim Appell. Cory received a letter of commendation from the ND Dept of Transportation of which he was nominated in 3 areas, each of which he received a commemorative coin. The letter recognized Cory's commitment and dedication for public safety and thanked him for his efforts. Appreciation was shown to Cory through applause.

REPORTS

FINANCE DIRECTOR/AUDITOR HUWE - Huwe asked for approval of any site authorizations or games of chance permits.

Council member DeVries offered the following game of chance permit and moved its adoption:

St Catherine's Living Center

The motion for the adoption of the foregoing Resolution was duly seconded by Bohn.

ND Dept. of Emergency Services Regional Response Grant Application – request approval to act

as fiscal agent Huwe explained that Richland County and the Wahpeton Police Dept. were invited to apply for grants made available for ice and water search and rescue. She said a \$56,000 grant is being applied for and in the event the grant is awarded the City will be requested to act as the fiscal agent needed to pay bills. **Motion by Mitskog, second by Hansey, to approve the City of Wahpeton act as a fiscal agent in the event the ND Dept. of Emergency Services Regional Response grant is awarded to the Wahpeton Police Department and Richland County. Motion carried.**

Fiscal Year End Transfers – request referral to Finance Cmt. Mayor Sturdevant will refer this item to Finance & Personnel Committee.

Town Centre Square - Update Lies reported that as of Thursday of last week an oral agreement has been reached, with very minor modifications, and it is hoped that by the next Council meeting the transaction will be concluded.

Legislative Calendar Huwe shared the 2011 legislative deadlines and calendar, which is limited to 80 days. She said conference calls with NDLC are typically held on Fridays and she will provide bill information as schedules are received.

Next Council meeting is Tuesday, Jan. 18th in recognition of Martin Luther King Day on Monday, Jan. 17th

ATTORNEY

Lies said there were 2 resolutions to be offered for franchise fees on natural gas and electricity which are identical in terms, payable monthly and copies need to be mailed to both utilities.

Electric Franchise Renewal Resolution with OTPCO

Council member Bohn offered the following and moved its adoption:

RESOLUTION NO. 3446
**RESOLUTION AMENDING RESOLUTION NO. 3414, EXTENDING
ACTIVATION OF OTTER TAIL POWER COMPANY FRANCHISE FEE
PURSUANT TO ORDINANCE NO. 923**

The motion for the adoption of the foregoing Resolution was duly seconded by Councilmember Bajumpaa, Motion Carried.

Natural Gas Franchise Renewal Resolution with GPNG

Council member Mitskog offered the following and moved its adoption:

RESOLUTION NO. 3447
**RESOLUTION AMENDING RESOLUTION NO. 3415, EXTENDING
ACTIVATION OF GREAT PLAINS NATURAL GAS CO. FRANCHISE FEE
PURSUANT TO ORDINANCE NO. 905**

The motion for the adoption of the foregoing Resolution was duly seconded by Councilmember Hartman, Motion Carried.

Lies noted that the street vacation hearing had been published as being held on January 17th but since this is a holiday and City Hall will be closed he will redirect anyone who may show up on this date.

ECONOMIC DEVELOPMENT DIRECTOR

Priebe announced that the holiday banners arrived the week of Christmas and due to their late arrival it was decided to only put them up along the 400 and 500 blocks.

Priebe said the Annual Wahpeton/Breckenridge Chamber of Commerce Meeting will be held Tuesday, January 11th from 4-6:30pm at the Wahpeton Eagles and asked anyone interested in attending to put their name on the sign up sheet being circulated.

Priebe announced that the CDC Annual meeting is scheduled to be held Monday, January 31st at NDSCS. A sign up sheet will be available at the next Council meeting.

Priebe said the legislative agenda for Economic Development State Association meet via teleconference every Friday morning to discuss bills coming forth relating to economic development.

Regarding the NSP house, Priebe said the income limits standard will be revised in order to increase awareness and the number of qualified buyers.

Priebe asked for suspension of the rules to discuss a proposed change in the RLF guidelines as discussed at a special Finance Committee meeting earlier today. **Motion Bohn, second by Bajumpaa, to suspend the rules to discuss a proposed change in the RLF guidelines. Motion carried.** Priebe said the Finance Committee met today to discuss amending the RLF loan application guidelines to finance a business retention project for the purchase of Ro-Banks assets by FlexTM, Inc. A total of \$350,000 is needed short term to allow the business to continue to produce parts for Ro-Banks' previous vendors and new clients, and needs to be expedited so the business can remain open while financing is put into place and secured. Wells Fargo Bank, the City RLF and SBA along with a cash infusion from FlexTM, Inc. are the main sources for this project proposed to retain the current 45 jobs. The RLF loan will be used to finance equipment until the funding can be applied for from the

ND Development Fund. The loan is expected to be repaid within a 60-day window, however there are no guarantees. The current RLF guidelines have a maximum of \$40,000 per applicant and the use is restricted so Council approval to change the guidelines on a per project basis is needed. The Finance Committee has recommended approval. **Motion Bohn, second by Mitskog, to approve authorizing Economic Development Director Priebe to negotiate a \$350,000 RLF loan for the acquisition of Ro-Banks at 5% interest rate and a 5 year term. Motion carried.**

PUBLIC WORKS DIRECTOR NELSON

PW Report

Nelson asked to refer a citizen request for parking restrictions on 12th Street North to Public Works. Mayor Sturdevant will refer this item to PWPS Committee.

Nelson also asked for referral to Committee of the final change order for miscellaneous street projects ST09-157 with Central Specialties, Inc. Mayor Sturdevant will refer this item to PWPS Committee.

Nelson requested a Flood Committee, which was scheduled to be held on Friday at 7:30am.

Nelson gave a reminder of the opportunity to attend the Red River Basin Commission meeting to be held in Fargo on January 18 & 19. Those interested in attending should let Nelson or Huwe know.

Nelson reported on snow removal operations over the holiday weekend, which he felt overall things went well. Nelson said snow clean-up will continue with corner clearing and cul de sac clearing taking place to assist with sight visibility. He asked that the public assist in the snow removal process by not traveling when travel advisories are issued or emergency declarations are made. He also asked that the public store snow away from the streets and boulevards, and that they assist in keeping fire hydrants clear in their neighborhoods.

REPORTS FROM THE CITY COUNCIL COMMITTEES

Finance Committee Report

Bohn said the Finance Committee met at noon today, January 3rd, and was covered by Economic Development Director Priebe's report.

Public Works Public Safety Committee Report

Hansey said no meeting was held and there was no formal report. Hansey commented that review of sign code portable signs is back on the committee's agenda. He also stated that a letter had been received by a local downtown business owner praising the City on their snow removal efforts.

NEW BUSINESS

Lies noted that Mayor Sturdevant signed the easement for the City of Breckenridge on the golf course easement and it was delivered to the City of Breckenridge, and the financial transaction has taken place so that is closed.

PRESENTATION OF COMMUNICATION/REPORTS

- a. *NDIRF Participant*
- b. *Red River Basin Commission Conference Jan. 18-20th*

Motion by Bohn, seconded by DeVries, to approve the reports sent in the mail and in the correspondence book. Motion Carried.

SCHEDULING OF COMMITTEE MEETINGS

The following Committee Meetings were then scheduled:

- a. Finance Committee January 10th, 12:00 Noon
- b. PW/PS Committee January 11th, 5:00 P.M.
- c. Flood Committee January 7th, 7:30 A.M.

Motion by Mitskog, seconded by Hartman, to adjourn.

Mayor Sturdevant

Lynelle Amos, Finance Assistant