

**Wahpeton City Council
December 20, 2010**

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

Absent: None

Also Present: Huwe, Bullis, Nelson, Thorsteinson, Broadland, MacIver, and Gutzmer

Meeting called to order by Mayor Sturdevant.

**Motion by Dale, second by Bajumpaa, to approve the Council Minutes from December 6, 2010.
Motion Carried.**

PUBLIC HEARINGS/ETC.

Community Development Block Grant Public Hearing – WCCO Belting Mayor Sturdevant asked Huwe if any written or oral protests had been received, there are none. **Motion by Mitskog, second by Hartman, to approve the Community Development Block Grant for WCCO Belting. Motion carried.**

REPORTS

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

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

NDSCS Alumni Foundation

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

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

Sons of the American Legion

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

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

Recreational Engine Club

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

Summary of Grants & Donations Received 2010 Huwe reviewed some of the grant money/donations received by the Police Department, Fire Department, Library, and miscellaneous City projects, including Parks & Recreation, in 2010. A history of grant moneys received in previous years compared to 2010 was also reviewed.

Statement of Municipal Indebtedness 2010 Huwe explained that this is a recap of Wahpeton's statement of municipal indebtedness, which will be seen in the audited financials. She reviewed the average municipal debt for other ND flood cities compared to Wahpeton.

Summary of Taxes Levied in 2010 Collected in 2011 Huwe reviewed the year-end summary of taxes levied in 2010 to be collected in 2011, which shows how tax dollars are levied, what political sub-division levied them and what activity they are dedicated to.

2011 Waste Hauler License Request by Metro-Disposal Huwe said at the last council meeting an aggregate list of City license applicants had been presented for approval. She said 2 more applications have since been received from Carousel Limousine and Metro-Disposal. **Motion by Hansey, second by Bertsch, to approval City license applications for Carousel Limousine and Metro-Disposal for 2011. Motion carried.**

Utility Rate Increase year 4 of 5 year rate plan – request referral to Finance Cmt. Huwe explained that in 2008 a five-year rate plan had been adopted for Public Utilities, and increases will be seen for usage on the next billing cycle. The total increase is projected to be about \$1 per customer. Information was sent out to residents previously with the utility bills. Mayor Sturdevant will refer this item to Finance & Personnel Committee.

Compression Brake Ordinance No. 937 Bullis explained that this ordinance refers to prohibiting un-muffled noise from compression brakes. The first reading of the ordinance offered by Hansey:

ORDINANCE NO. 937

AN ORDINANCE PROHIBITING UN-MUFFLED COMPRESSION BRAKES

Mayor Sturdevant will refer this item to PW/PS Committee.

Notice of City Hall closings for the Holidays on Dec. 24th and Dec. 31st

ECONOMIC DEVELOPMENT DIRECTOR

Copies of the report were provided in the Director's absence.

Change in RLF guidelines for business acquisition loans – request referral to Finance Cmt. Mayor Sturdevant will refer this item to Finance & Personnel Committee.

PUBLIC WORKS DIRECTOR NELSON

PW Report

Nelson announced the Red River Basin Commission conference will be held January 18-20, 2011 in Fargo. Nelson reviewed the agenda which included sessions on follow up and discussion on levels of flood protection along the basin and what's feasible in meeting those levels. Nelson suggested Flood Committee members consider attending.

REPORTS FROM THE CITY COUNCIL COMMITTEES

Finance Committee Report

Bohn gave the Finance Committee report from the meeting held December 13, 2010. She said the group addressed a Bois de Sioux Golf Club request, and Attorney Fred Strege attended to present an **Easement for permanent flood protection MN side of Bois de Sioux Golf Course – motion to recommend approval/acceptance of appraisal recommendation totaling \$305,272.40. Motion by Bohn, second by Mitskog, to approve accepting an easement for permanent flood protection on the Minnesota side of the Bois de Sioux Golf Course in the amount of \$305,272.40. Motion carried.** Bohn said the group also recommended Strege proceed with researching the outstanding Bois de Sioux Golf Club loans with their loan-holders and also constructing an agreement for non-monetary items such as the cart path and maintenance.

Bohn said the committee also heard a **Bois de Sioux Golf Club interim funding request – motion to recommend \$20,000 disbursement from Clubhouse Mtc. Fund. Motion Bohn, second Bertsch, to**

approve interim funding of a bridge loan to the Bois de Sioux Golf Club in the amount of \$20,000 from the Clubhouse Maintenance Fund to be replenished when the levee easement compensation is received. Discussion was held on how to keep this situation of monetary shortfalls from reoccurring in the future. Sturdevant said an ad-hoc committee has been created to address how the levee easement compensation money be used and a recommendation will be made to the Finance Committee. **Motion carried roll call vote 8-0.**

An agreement constructed by Strege for the non-monetary items regarding the easement, which includes the \$305,272.40 compensation, was then reviewed. Strege said that Lies has reviewed the document and is in agreement with it from a legal perspective. It was noted this was not the easement. Some questions were heard regarding the maintenance portions of the agreement, of which Strege explained the details have not yet been worked out. Strege said the main goal was to communicate the general concept and number associated with the easement. **Motion by Mitskog, second by Hartman, to suspend the rules to make a recommendation on the proposed Bois de Sioux Golf Course agreement regarding the easement. Motion carried. Motion by Bohn, second by DeVries, to approve the Bois de Sioux Golf Course agreement in regard to the easement as presented by Attorney Fred Strege. Motion carried.**

The Finance Committee was informed **Dinner with the Legislators** will be held tomorrow night, **December 21st** starting at 6:00pm at Prante's.

An update on **PILOT for Phoenix Housing, Inc. for Town Centre Square – schedule as presented, public hearing on Jan. 3rd** was heard. Also heard was an update on the Development Agreement and **PILOT to Legacy IV Properties LLC for Elmwood – schedule as presented, public hearing on Jan. 3rd**. **Motion by Bohn, second by Mitskog, to approve the proposed PILOT schedule as presented for Phoenix Housing, Inc. for Town Centre Square subject to the public hearing. Motion carried.**

Bohn said the **Consent Agenda – ongoing discussion**, Finance Committee members are researching the information provided to them.

Requests for proposals to market City owned properties – ongoing discussion will remain on the agenda.

Public Works Public Safety Committee Report

Hansey gave the Publics Works report from the meeting held December 14th. **Change Order 1(Final) with Geo. E. Haggert, Inc. for Southside Drainage Improvements, Project No. DR09-165 – motion to recommend approval of change order no. 1 for \$25,187.10. Motion by Hansey, second by Hartman, to approve Change Order 1(Final) with George E. Haggert, Inc. for Southside Drainage Improvements, Project No. DR09-165 in the amount of \$25,187.10. Motion carried roll call vote 8-0.**

Dakota Avenue Landscape Enhancement Project No. ST11-173 – Motion Hansey, second by Hartman, to approve rejecting the bids for the Dakota Avenue Landscape Enhancement Project No. ST11-173, the project scope be revised and the project be re-advertised. It was asked if time would allow for the scope of the bid to be reviewed prior to advertising for bids, which Nelson said there would but would want to give direction to the consultant and DOT for re-advertising soon to have it ready before construction season next year. **Motion carried.**

Professional Services Agreement with Interstate Engineering, Inc. for downtown parking study – Motion by Hansey, second by Hartman, to approve signage on 6th St North from Dakota Avenue to 2nd Avenue for 1 hour parking. It was questioned if the businesses in that area had been contacted and were in agreement to this recommendation, and it was answered that they are aware and in agreement. **Motion carried.**

PRESENTATION OF COMMUNICATION/REPORTS

- a. *Bois de Sioux Golf Club Board Minutes of 12/14/2010*
- b. *Census Bureau E News*

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

DISBURSEMENTS FUND	ACCOUNTS PAYABLE	PAYROLL & GL	TOTAL
101 GENERAL FUND	\$149,521.35	\$32,972.10	\$182,493.45
201 WATER OPERATING FUND	\$40,016.96	\$25,672.84	\$65,689.80
202 SANITARY SEWER OPERATING FND	\$12,839.52	\$15,105.59	\$27,945.11
203 WASTE REMOVAL OPERATING FND	\$18,715.43	\$687.93	\$19,403.36
205 VECTOR CONTROL FUND		\$1,398.90	\$1,398.90
206 STREET LIGHTING	\$10,139.28		\$10,139.28
209 LIBRARY LEVY FUND	\$19,088.00	\$11,530.91	\$30,618.91
213 ADVERTISING LEVY FUND	\$2,051.20		\$2,051.20
216 AIRPORT 4-MILL LEVY FUND		\$449.96	\$449.96
217 PLANN COMMISSION LEVY FUND	\$1,866.67	\$653.22	\$2,519.89
227 ANNUAL RESERVE WH FUND	\$23,589.29	\$485.00	\$24,074.29
229 CAPITAL IMPROVEMENTS FUND	\$2,958.09		\$2,958.09
231 FD BLDG & EQUIP LEVY FUND	\$29,978.00		\$29,978.00
233 REAL ESTATE LEVY FUND	\$69.00		\$69.00
234 SPECIAL STREET MAINT FUND	\$32,093.10		\$32,093.10
236 LEVEE MAINTENANCE	\$604.45	\$4,483.13	\$5,087.58
261 UNEMPLOYMENT COMP RES. FUND			\$0.00
271 ECONOMIC DEVEL DEPT FUND	\$926.07	\$10,041.54	\$10,967.61
272 PROFESSIONAL DEVELOPMT PLAN	\$2,755.40		\$2,755.40
303 MISCELLANEOUS FUND	\$117.84		\$117.84
305 VECTOR CONTROL DIST LEVY FND			\$0.00
316 1% LODGING TAX (ADDTL 1/1/08)	\$2,955.76		\$2,955.76
317 JOB DEVELOPMENT LEVY FUND	\$24,985.19		\$24,985.19
318 WEED MAINT LEVY FUND			\$0.00
319 LODGING TAX FUND	\$1,828.85		\$1,828.85
320 SALES TAX OPERATING FUND	\$16,100.66		\$16,100.66
325 SALES TAX H.E.L.P. HOUSING FUND			\$0.00
326 REVOLVING LOAN FUND	\$67,845.33		\$67,845.33
340 HANDICAPPED PARKING FINES			\$0.00
361 GASOLINE,OIL,ETC	\$10,060.00	-\$3,025.17	\$7,034.83
363 SAFE COMMUNITIES COALITION	\$90.00		\$90.00
366 PD CANINE UNIT FUND			\$0.00
390 CLUBHOUSE MAINTENANCE	\$3,004.56		\$3,004.56
574 5-2-97 (FLOOD PHASE II)	\$3,551.71		\$3,551.71
605 8-1-06 DAKOTA AVE	\$212,423.35		\$212,423.35
608 08-02-03 SOUTHSIDE STORM SWER	\$2,840.85		\$2,840.85
609 09-01-04 URBAN ROADS MTC			\$0.00
610 SAFE ROUTES TO SCHOOL	\$15,077.08		\$15,077.08
611 S SIDE DRAINAGE IMP DR09-150			\$0.00
612 DAKOTA AVE ALLEYS	\$729.84		\$729.84

613 LIFT STATIONS #6 & #8 CTRLS		\$0.00
614 NSP GRANT PROJECT	\$13.47	\$13.47
616 N CENTRAL AREA ST IMP PROJ	\$23,450.40	\$23,450.40
617 ALLEY IMP VARIOUS LOC.	\$211.68	\$211.68
618 NDDOT HWY 127 FROM JCT 11	\$1,594.57	\$1,594.57
620 TOWN CENTRE SQUARE	\$5,511.94	\$5,511.94
TOTAL	\$739,604.89	\$100,455.95 \$840,060.84

Motion by Bohn, seconded by DeVries, to approve disbursements totaling \$840,060.84. Motion Carried 8-0.

SCHEDULING OF COMMITTEE MEETINGS

The following Committee Meetings were then scheduled:

- a. Finance Committee – meeting cancelled
- b. PW/PS Committee – meeting cancelled
- c. Planning Commission January 3rd, 4:00 P.M.

Motion by Mitskog, seconded by Bertsch, to adjourn.

Mayor Sturdevant

Lynelle Amos, Finance Assistant

