

**Wahpeton City Council**  
**April 1, 2013**

**Present:** Bertsch, Hansey, Schmidt (via skype), Sturdevant, DeVries, Dale, Bajumpaa, and Bohn

**Absent:** Mitskog

**Also Present:** Huwe, Lies, Nelson, Anderson, Broadland, Priebe, MacIver, Amos, Gutzmer, and Johannessen

**Mayor for a Day essay winners present at the meeting:** Mayor: Chase Hibl; Council Members: Emily DeVries, Paige Mennis, ArieOnna Hoistad, Hannah Meyer, Shea Gilbertson, Logan Loll, Hayley Gefre, Dylan Jost, and Carter Kipp.

**CALL TO ORDER**

**Mayor for a Day** Mayor Sturdevant welcomed everyone to the “Mayor for a Day” Wahpeton City Council meeting and expressed appreciation to those who participated. “Mayor for a Day” Chase Hibl called the meeting to order, and then read his winning essay.

**BIDS / OFFERS / QUOTES**

**Town Centre Square Plaza** Nelson said bids were open for the Town Centre Square Plaza Rehabilitation Project No. PW12-209 on March 22<sup>nd</sup>. He said there were 3 bidders: Gast Construction with a base bid of \$213,101; Comstock Construction with a base bid of \$222,646; and Strata Corporation with a base bid of \$372,144. He said the recommendation is to refer this item to the Public Works Public Safety Committee. Mayor will refer this item to the Public Works & Public Safety Committee.

**CONSENT AGENDA ITEMS** (presented by the Mayor) Mayor asked if there were any items to be removed from the consent agenda and there were none.

**Approval of minutes of regular meeting held March 18, 2013**

**Games of Chance Licenses, Site Authorizations & Special Permits**

Wahpeton Breckenridge Chamber of Commerce – Raffle Permit  
Humane Society of Richland-Wilkin County – Raffle Permit  
Ladies Ag Night – Raffle Permit  
Relay for Life (Gilles Girls Team) – Raffle Permit  
St. Catherine’s Living Center – Raffle Permit  
NDSCS Alumni Foundation – Raffle Permit  
Other Games of Chance and/or special permits

**Presentation/Approval of Reports**

2013 Mayor for a Day Essay Winners  
UND Center for Community Engagement Newsletter – [www.communityengagement.und.edu](http://www.communityengagement.und.edu)  
Leach Public Library 2012 ND Public Library Annual Report  
Dilapidated Properties Report

**Motion by Bertsch, seconded by DeVries, to approve the Consent Agenda items as presented.  
Motion Carried.**

**ITEMS REQUESTED MOVED FROM THE CONSENT AGENDA** None.

**REPORTS**

**FINANCE DIRECTOR/AUDITOR**

**Liquor License Inquiry – Request Referral to Finance Cmt.** Mayor will refer this item to Finance, Economic Development & Personnel Committee.

**Wetlands Easement on BDS Golf Course MN Lands – Request Referral to Finance Cmt.** Mayor will refer this item to Finance, Economic Development & Personnel Committee.

**ND Legislative Update** Huwe said April 1<sup>st</sup> marks the 57<sup>th</sup> day of the session with the ND Legislature limited to 80 days per biennium. She said so far 328 Bills have been introduced by the House of Representatives and 240 Bills have been introduced by the Senate for a total of 568 Bills. To date, she said 65 House Bills and 71 Senate Bills were signed by the Governor for a total of 136. Huwe said there were 70 continuing resolutions that will carry over into the interim session. She said there were 95 bills pertaining to cities or property tax reform, with 11 city related bills signed by the Governor, 3 city related bills pending signature by the Governor, 36 city related bills pending further action, and 45 city related bills that were defeated. Huwe then listed 5 major bills that are being watched which pertain to funding. She said these bills will continue to be monitored and updates will be provided as they become available.

**City Council Retreat Rescheduled to April 24<sup>th</sup>, 2013**

**NDLC Spring Regional Meeting May 2<sup>nd</sup> in Mapleton** Huwe said the agenda has been provided and asked that any Council members interested in attending let her know so arrangements can be made.

#### **ASSESSOR/BUILDING CODES**

**Reminder of Board of Equalization on April 9<sup>th</sup>, 2013**

#### **ECONOMIC DEVELOPMENT DIRECTOR**

**Economic Development Report** Priebe reported that correspondence had been received from the Department of Commerce (DOC) regarding the Heartland Precision CDBG (Community Development Block Grant) close out. She said all funds have been expended, the activity has been completed as approved, and the activity has been carried out in conformance with all the applicable federal requirements. The effective date was February 26<sup>th</sup>. Priebe noted that the DOC is responsible for ensuring that the City is in compliance with federal audit requirements, and this was \$100,000 award in the form of a loan at 3% interest for 84 months for zinc plating equipment, and Lake Agassiz also supplied a matching \$100,000 loan from one of their funding sources. Priebe said the new line created 7 full-time employees which exceeded the required 4 full-time jobs, which she felt was good news.

Regarding other announcements, Priebe said that Senator Heidi Heitkamp will be in Wahpeton on Thursday, April 4<sup>th</sup> from 4:15pm-5:15pm in the Red River Valley Room at NDSCS to hold a roundtable discussion with business and civic leaders regarding her service on the Small Business Committee, fielding questions regarding economic development and the economy in Wahpeton. Priebe also announced that the Spring Business After Hours will be held Thursday, April 18<sup>th</sup> at the Wahpeton Eagles Club. Those interested in having a booth or purchasing a ticket should contact the Wahpeton Breckenridge Chamber of Commerce. Priebe said the 18<sup>th</sup> Annual NDSCS Dream\$ Auction will be held Friday, April 12<sup>th</sup> at the Blikre Activity Center. She also announced that a 2-day Effective Job Instruction: Fundamental to Improving Safety workshop will be held April 30<sup>th</sup> & May 1<sup>st</sup> at the NDSCS Tech Center and the Wahpeton Economic Development Office is supporting this program. Priebe also noted that the Economic Development Commission will meet next Wednesday, April 10<sup>th</sup> at noon.

## **PUBLIC WORKS DIRECTOR NELSON**

Nelson requested referral to PW/PS Committee for an **Amendment to Professional Services Agreement with Interstate Engineering for 6<sup>th</sup> Street South Shared Use Path**. Mayor will refer this item to the Public Works & Public Safety Committee.

Nelson requested suspension of the rules to adopt a resolution declaring an emergency. **Motion by Bajumpaa, seconded by Bohn, to suspend the rules. Motion Carried.** Nelson explained the need to adopt a resolution declaring an emergency, which he said is more of a formality that is done almost every year at this time when there is potential for flooding.

Council member Bohn offered the following and moved its adoption:

### **RESOLUTION NO. 3513** **EMERGENCY DECLARATION** **OF** **APRIL 1, 2013**

The motion for the adoption of the foregoing Resolution was duly seconded by Councilmember Bertsch. Motion carried with a roll call vote 7-0.

Nelson announced that alley restrictions will go into effect on Monday, April 8<sup>th</sup>, with all garbage collection taking place on streets or avenues.

Nelson gave a reminder that sump pumps need to be discharged outside the sanitary sewer.

Nelson talked about the steps property owners should be prepared to take to prevent/mitigate water damage from spring runoff, including checking the sump pump ensuring discharge is away from the home and possibly having a backup sump pump available. He then gave an update regarding flood predictions and the City's preparations that have taken place.

## **COMMUNICATIONS FROM THE MAYOR & COUNCIL**

**ND Roughrider Award Announcement – Council Member Bertsch** – Bertsch made an announcement that an official release was received in which Governor Jack Dalrymple today announced he has named award-winning author and Wahpeton-native Louise Erdrich the 39<sup>th</sup> recipient of the North Dakota Theodore Roosevelt Rough Rider Award, the state's highest commendation for its citizens. Bertsch noted Louise is the daughter of Ralph and Rita Erdrich. She said Dalrymple will officially present Erdrich with the award during an event in Wahpeton on April 19<sup>th</sup> at the Red River Valley Room at NDSCS at 7:00pm with a reception to follow at the Red Door Art Gallery. Bertsch said the following morning, Saturday, April 20<sup>th</sup>, Loise will appear with her three sisters to read stories and poems, present images of their visual art and offer an open discussion about their lives as artists and growing up together in Wahpeton at the NDSCS Stern Cultural Center beginning at 10:00am. Following this event lunch will be served in the Flickertail Room at NDSCS. Bertsch then thanked the Wahpeton Convention & Visitors Bureau for their support in this event and welcomed any other donations whether they be monetary or volunteer assistance. Bertsch concluded that it is with great honor that this award announcement is being made.

## **REPORTS FROM THE CITY COUNCIL COMMITTEES**

### **Finance, Personnel & Economic Development Committee Report**

Bohn said the Finance, Personnel & Economic Development Committee met at noon on March 25<sup>th</sup>. **WSI Premium Safety Drug Free Discount – motion** to recommend approval of transfer of \$5,000 from General Fund to Employee Safety Fund – **Motion by Bohn, seconded by Bertsch, to**

**approve the transfer of \$5,000 from the General Fund to the Employee Safety Fund. Motion Carried.**

**PW Director Job Advertisement – update**

**Designation of Depositories – update**

**City Council Retreat – rescheduled to April 24<sup>th</sup> to ensure all Council members will be in attendance**

**Downtown Development Project Financing – discussion**

**Public Works Public Safety Committee Report**

Hansey said the Public Works Public Safety Committee met at 5:00 p.m. on March 26<sup>th</sup>.

**Dilapidated Properties Report**

**Professional Services Agreement for Commercial Streets Rehab Proj. ST12-205 – discussion**

**Professional Services Agreement for Preliminary Design of Westside Infrastructure Improvements – motion to recommend approval of the following**

- 1. Westside Intersection Traffic Impact Analysis \$22,669 – Motion by Hansey, seconded by DeVries, to approve the Westside Intersection Traffic Impact Analysis in the amount of \$22,669. Motion Carried.**
- 2. Westside Development Drainage Basin Plan \$22,057 – Motion by Hansey, seconded by Schmidt, to approve the Westside Development Drainage Basin Plan in the amount of \$22,057. Motion Carried.**
- 3. Westside Development Sanitary Sewer Lift Station Prelim. Design \$14,543 – Motion by Hansey, seconded by Bohn, to approve the Westside Development Sanitary Sewer Lift Station Preliminary Design in the amount of \$14,543. Motion Carried.**

**Disposition of City Owned Lots – discussion**

**Denial of Sewer & Water Permits for 1407 15<sup>th</sup> St. N. – motion to recommend denial – Motion by Hansey, seconded by DeVries, to approve the Denial of Sewer & Water Permits for 1407 15<sup>th</sup> St. N. Motion Carried.**

**Street Maintenance and Sanitary Sewer on 13<sup>th</sup> Ave. N. - discussion**

#### **SCHEDULING OF COMMITTEE MEETINGS**

The following Committee Meetings were then scheduled:

- a. Finance Committee April 8<sup>th</sup>, 12:00 Noon
- b. PW/PS Committee April 9<sup>th</sup>, 12:00 Noon
- c. Council Meets at Board of Equalization April 9<sup>th</sup>, 5:00 P.M.

**Motion by Bertsch, seconded by Hansey, to adjourn at 5:40 p.m.**

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Mayor Sturdevant

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Lynelle Amos, Finance Assistant