

**Wahpeton City Council**  
**April 20, 2015**  
**5:00 p.m.**

**Present:** Schmidt, Lambrecht, Bertsch, Hansey, Dale, Bajumpaa, and Wateland

**Absent:** Mitskog and DeVries

**Also Present:** Huwe, Lies, Miranowski, Thorsteinson, Broadland, Priebe, Amos, and Cain

**Mayor for a Day essay winners present at the meeting:** Mayor: Jazmine Hill; Council Members: Lauryn Hibl, Kayla Torres, Taylor Van Eps, Falon Phelps, Haley Manson, and Alayna Pausch

**CALL TO ORDER**

**Welcome Mayor for a Day Essay Contest Students** ó Mayor Hansey welcomed everyone to the óMayor for a Dayö Wahpeton City Council meeting and expressed appreciation to those who participated. öMayor for a Dayö Jazmine Hill called the meeting to order, and then read her winning essay.

**PUBLIC HEARINGS / CITIZEN CONCERNS / ETC.**

**Proclamation Honoring the Wahpeton Daily News** ó Mayor Hansey read a proclamation recognizing öOutstanding Service to and for the North Dakota American Legion 2015 Award Recipient the Daily Newsö. The proclamation was accepted by Matthew Liedke of the Daily News.

**Proclamation – in Recognition of Sexual Assault Awareness & Prevention Month** ó On behalf of Mayor Hansey, Bertsch read a proclamation recognizing öSexual Assault Awareness Month 2015 & Three Rivers Crisis Centerö. The proclamation was accepted by Becky DeVries of the Three Rivers Crisis Center who thanked the City Council for providing this public awareness of Sexual Assault Awareness & Prevention Month and showing that the City of Wahpeton provides support to victims of sexual violence in Richland County and in the City of Wahpeton.

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

**Approval of minutes of regular meeting held April 6, 2015**

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

Deb Resler Benefit ó Raffle Permit

Other Games of Chance and/or special permits:

St. Johnø School ó Site Authorization

Richland-Wilkin Relay for Life ó Raffle Permit

Wahpeton Babe Ruth ó 14 Yr Olds ó Raffle Permit

**Presentation/Approval of Reports**

March 2015 Bill Pay Report (\$1,700,292.94 ó see below)

March 2015 Financials

ETZ Land Use Issue ó Correspondence from Pemberton Law

Spring Clean-Up Week May 11 ó 15

**Motion by Bertsch, seconded by Wateland, to approve the Consent Agenda items as presented. Motion carried with all voting ‘aye’.**

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

**REPORTS FROM CITY OFFICERS AND STAFF**

**FINANCE DIRECTOR/AUDITOR**

**2014 Audit Financial Statements** ó Huwe said the 2014 Audited Financial Statements were received from the ND State Auditor's office, which have been posted to the City's website and, also, to the Municipal Securities Rule Making Board website so are compliant for 2015 with the City's continuing disclosure requirements. She noted that the statements are only available in electronic format. She stated it was a very good report, and in the summary of auditor's findings the City received an unqualified opinion and there were no noted material or immaterial weaknesses or deficiencies. She requested a motion acknowledging receipt of this report. **Motion by Schmidt, seconded by Dale, to approve and acknowledge the receipt of the 2014 Audit Financial Statements. Motion carried with all voting 'aye'.**

**Legislative Session Update** ó Huwe gave an update on the 2015 Legislative Session saying it began on January 6<sup>th</sup> and is limited to 80 days which would be April 29<sup>th</sup>. In speaking with Representative Mitskog, they anticipate winding up the session by this Friday and then holding over several days so can have an interim session in hopes that the State's revenue would start to pick up by 2<sup>nd</sup>, 3<sup>rd</sup>, and 4<sup>th</sup> quarter, then reconvene to discuss what to do with potentially more revenue than what the forecast currently says. It's looking like they may use all 80 days. There are still 71 Bills in the Tax & Finance Committee that they need to act on and are anticipating using all 5 days of this week and potentially working through the weekend and into next week. One of the bills that was approved is Senate Bill 2144, referred to as the mill cap bill, which dramatically changes public finance in every political subdivision in North Dakota. Huwe said this Bill had a lot of support and is often referred to as the Governor's property tax reform bill. It has had a lot of changes and amendments made to it, and City staff has done some modeling in-house as to how these changes will be implemented. It will be discussed more as we get closer to the budget preparation period.

**Old City Hall Proposals – timeline update** ó Huwe said a meeting of the Mayor's Ad-Hoc Committee was held earlier today on the alternatives for the Wahpeton Police Department relocation. She said more information has been received, and requested a Committee of the Whole meeting be scheduled for Monday, April 27<sup>th</sup> at noon in lieu of the Finance Committee meeting. Mayor Hansey approved the request.

**ASSESSOR/BUILDING CODES**

**Reminder – continuation of Board of Equalization May 4, 2015** ó Broadland gave a reminder that the Equalization meeting of April 14<sup>th</sup> will be reconvened Monday, May 4<sup>th</sup> following adjournment of the regular City Council meeting at approximately 5:30p.m. She asked Council members to let her know whether or not they will be able to attend so that there is sure to be a quorum.

**ECONOMIC DEVELOPMENT DIRECTOR**

**Economic Development Report** ó Priebe announced that Marketplace for Kids will be held Tuesday, May 19<sup>th</sup> at NDSCS from 8:30a.m. to 1:30p.m. About 1,000 students are expected to participate. Each student will choose 5 classes to attend during the event, and Priebe reviewed some of the classes being offered. She said more information can be found on their website at [www.marketplaceforkids.org](http://www.marketplaceforkids.org).

Priebe said an Economic Development Commission meeting may need to be held on either April 27<sup>th</sup> or May 4<sup>th</sup> to discuss an interest buydown application from Chuck and Laurie Bigwood.

### **POLICE CHIEF**

**Blue Goose Days Street Closure Parade Request** ó Thorsteinson said there was a request from the Wahpeton Breckenridge Chamber of Commerce to hold a parade in conjunction with the annual Blue Goose Days on June 6<sup>th</sup> starting at 10:00a.m., and a request will also be made to the Breckenridge City Council to close part of the street there also, and if approved would start in Breckenridge near their bus barn and continue west bound on Minnesota Avenue into Wahpeton and continue to 9<sup>th</sup> Street where it would go north and end. If not approved by the Breckenridge Council, they would like to start on 11<sup>th</sup> Street, continue east down Dakota Avenue then continue north on 2<sup>nd</sup> Street to the park. Thorsteinson said either way he had no problem with accommodating the request. **Motion by Bajumpaa, seconded by Lambrecht, to approve the request to close a portion of Dakota Avenue to hold a parade on June 6<sup>th</sup>, 2015, starting at 10:00a.m. in conjunction with Blue Goose Days. Motion carried with all voting ‘aye’.**

**Car Cleaning Proposal – request for referral to PW Cmt.** ó Thorsteinson said Joe Lee, who washed the Police Department squad cars for many years, retired at the end of March. He said they are in the process of finding ways to keep the cars clean and have received a proposal from a local citizen on cleaning the interiors of the cars. He requested referral to the Public Works Committee. Mayor Hansey will refer this item to the Public Works & Public Safety Committee.

Thorsteinson then publicly recognized Joe Lee for his 20+ years of service washing police vehicles and expressed appreciation for the important job he did.

### **PUBLIC WORKS DIRECTOR**

Miranowski requested referral to PW/PS Committee of **the Vector Control Policy**. Mayor Hansey will refer this item to the Public Works & Public Safety Committee.

Miranowski then gave some updates saying this morning it was discovered there was a sanitary sewer force main break southwest of Lift Station #3 south of 16<sup>th</sup> Avenue and the NDSCS apartment buildings. It has been repaired and there was no interruption to service. He also reported the Street Dept. is 80% complete with crack filling for the season. Weather permitting it should be completed within the next 2 weeks. Miranowski said the first round of street sweeping has also been completed and have started on the second round which should be completed in the next 2 weeks. He also reported that Sweeney Controls upgrade to the SCADA system for the storm sewer lift stations has been completed. The annual maintenance on all the storm sewer lift stations has also been completed. They are also working on getting the generators to run on the lift stations. Miranowski then gave a reminder that the Flood Committee will meet tomorrow at noon.

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

**Recommendations from the Committee of the Whole mtg. 4-14-15 12:15 pm:**

**Motion** to recommend exploring yard waste disposal alternatives and maintaining the yard waste disposal options of disposal by individuals using their Waste Management trash totes or disposal at Waste Management for a \$2.50 per bag fee ó **Motion by Hansey, seconded by Bajumpaa, to approve exploring yard waste disposal alternatives and maintaining the yard waste disposal options of disposal by individuals using their Waste Management trash totes or disposal at Waste Management for a \$2.50 per bag fee. Motion carried with Dale, Bajumpaa, Wateland, Schmidt, and Lambrecht, voting ‘aye’; and Bertsch voting ‘nay’.**

**Motion** to recommend increasing the current monthly fee for Vector Control from \$1 to \$2.40 and approval of the revised 2015 Vector Control Budget as presented ó **Motion by Wateland, seconded by Schmidt, to approve increasing the current monthly fee for Vector Control from \$1 to \$2.40 and, also, approve the revised 2015 Vector Control Budget as presented. Motion carried with a roll call vote of 5-1, with Wateland, Schmidt, Lambrecht, Bertsch, and Bajumpaa voting ‘aye’; and Dale voting ‘nay’.**

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

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

Wateland said the Finance, Personnel & Economic Development Committee met at noon on April 13<sup>th</sup>.

**Property Issue at 104 2<sup>nd</sup> Ave. N. – motion** to recommend acceptance of deed ó **Motion by Wateland, seconded by Bertsch, to approve Attorney Lies preparing a Charitable Donation Letter for \$6,000 to send to the owners of the property located at 104 2<sup>nd</sup> Avenue North and acceptance of the Deed. Discussion held. Motion carried with all voting ‘aye’.**

**Infill Lots – motion** to recommend marketing the 4 lots identified for \$5,000 or best offer with condition of having a house on the lot within 1 year or ownership reverts back to the City ó Following Wateland’s explanation of this agenda item, Priebe reported that there had been some question as to whether or not the lot located at 1101 Wheatland Road was salable due to the power lines adjacent to it and said it has been found that the lot is buildable and can be marketed along with the other City-owned lots. **Motion by Wateland, seconded by Bertsch, to approve marketing the four identified City owned lots for \$5,000 or best offer with the condition that existing or new construction of a house on the lot must be completed within 12 months from the date of purchase or ownership reverts back to the City. Motion carried with a roll call vote of 6-0.**

#### **Review of Major Topics in City Finances - discussion**

#### **Public Works Public Safety Committee Report**

Bajumpaa said the Public Works Public Safety Committee met at noon on April 14<sup>th</sup>.

**Land Purchase Request – adjacent to OTP on Center St. S. – discussion**

**Airborne Custom Spraying 2015 Contract – motion** to recommend to approval ó **Motion by Bajumpaa, seconded by Schmidt, to approve the Airborne Custom Spraying 2015 Contract. Motion carried with a roll call vote of 6-0.**

**2015 Seal Coat Project No. ST15-219 – motion** to recommend approval of the bid submitted by Astech, Corp. \$59,292.75 ó **Motion by Bajumpaa, seconded by Lambrecht, to approve the bid submitted by Astech Corporation for the 2015 Seal Coat Project No. ST15-219 in the amount of \$59,292.75. Motion carried with roll call vote of 6-0.**

### **NEW BUSINESS**

Bertsch announced that WDAY reporter Kevin Wallevand will hold a special viewing of the talked-about documentary *óTrafficked: The Exploitation of Women and Girls in the Bakken and Beyond* at the Stern Cultural Center on Wednesday, May 6<sup>th</sup> starting at 7:00 p.m. Attendees will hear what has happened since the publication of the Forum News Service Trafficked series and what still needs to happen in our community to combat human sex trafficking. A discussion panel will help

facilitate and educate those in attendance about this troubling and serious topic that is happening right now in North Dakota.

March 2015 Bill Pay Report

<b>DISBURSEMENTS FUND</b>	<b>ACCOUNTS PAYABLE</b>	<b>PAYROLL &amp; GL</b>	<b>TOTAL</b>
101 GENERAL FUND	\$229,379.41	\$54,067.06	\$283,446.47
201 WATER OPERATING FUND	\$79,928.35	\$34,609.00	\$114,537.35
202 SANITARY SEWER OPERATING FUND	\$22,028.78	\$21,750.67	\$43,779.45
203 WASTE REMOVAL OPERATING FUND	\$21,621.39	\$769.64	\$22,391.03
205 VECTOR CONTROL FUND	\$14.40	\$1,513.33	\$1,527.73
206 STREET LIGHTING	\$11,052.20		\$11,052.20
209 LIBRARY LEVY FUND	\$8,531.65	\$15,385.68	\$23,917.33
213 ADVERTISING LEVY FUND	\$926.00		\$926.00
216 AIRPORT 4-MILL LEVY FUND		\$449.98	\$449.98
217 PLANN COMMISSION LEVY FUND	\$366.50	\$597.56	\$964.06
222 SOCIAL SECURITY LEVY FUND	\$25,829.39		\$25,829.39
224 RETIREMENT FUND	\$31,953.78		\$31,953.78
226 EMPLOYEE SAFETY COMMITTEE	\$328.95		\$328.95
227 ANNUAL RESERVE WH FUND		-\$2,869.00	-\$2,869.00
229 CAPITAL IMPROVEMENTS FUND	\$3,677.00		\$3,677.00
231 FD BLDG & EQUIP LEVY FUND	\$443.55		\$443.55
233 REAL ESTATE LEVY FUND	\$34.98		\$34.98
234 SPECIAL STREET MAINT FUND	\$925.10		\$925.10
235 SNOW/FLOOD EMERG LEVY FUND	\$807.50		\$807.50
236 LEVEE MAINTENANCE	\$1,879.77	\$7,294.69	\$9,174.46
271 ECONOMIC DEVEL DEPT FUND	\$2,266.26	\$11,703.90	\$13,970.16
315 TAX INCREMENT FUND	\$235,930.00		\$235,930.00
316 1% LODGING TAX (ADDTL 1/1/08)	\$1,500.00	\$239.28	\$1,739.28
317 JOB DEVELOPMENT LEVY FUND	\$14,274.13		\$14,274.13
318 WEED MAINT LEVY FUND	\$3,580.00		\$3,580.00
319 LODGING TAX FUND	\$6,656.49	-\$64.28	\$6,592.21
320 SALES TAX OPERATING FUND	\$15,284.48		\$15,284.48
326 REVOLVING LOAN FUND	\$1,319.00		\$1,319.00
340 HANDICAPPED PARKING FINES	\$215.00		\$215.00
350 EMPLOYEE BONUS MISC. PAYROLL	\$4,150.00		\$4,150.00
365 PD DIGITAL RADIO SINKING FUND	\$18,533.43		\$18,533.43
390 CLUBHOUSE MAINTENANCE	\$1,175.60		\$1,175.60
393 DOWNTOWN CARE & MTC FUND	\$2,517.71		\$2,517.71
572 SALES TAX FOR FLOOD FUND	\$596,141.41		\$596,141.41
574 5-2-97 (FLOOD PHASE II)	\$138.00		\$138.00
631 11TH ST. N. AVE B TO 16TH AVE	\$6,425.93		\$6,425.93
640 WELL #3 RISER REPAIRS/WELLHSE	\$166,416.40		\$166,416.40
643 LIBRARY ROOF, WALLS & DOOR	\$35,905.20		\$35,905.20
644 LIFT STATION #1 MANHOLE REPAIR	\$2,687.69		\$2,687.69
<b>TOTAL</b>	<b>\$1,554,845.43</b>	<b>\$145,447.51</b>	<b>\$1,700,292.94</b>

**SCHEDULING OF COMMITTEE MEETINGS**

The following Committee Meetings were then scheduled:

- a. Flood Committee April 21<sup>st</sup>, 12:00 Noon
- b. Finance Committee April 27<sup>th</sup>, 12:00 Noon (pending referral items)(Committee of the Whole will be held in lieu of the Finance Committee)
- c. PW/PS Committee April 28<sup>th</sup>, 5:00 P.M.
- d. Planning Commission May 4<sup>th</sup>, 4:00 P.M.

**Motion by Wateland, seconded by Lambrecht, to adjourn at 5:43 p.m.**

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Mayor Hansey

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Lynelle Amos, Finance Assistant