

Wahpeton City Council
December 7, 2015
5:00 p.m.

Present: Schmidt, Lambrecht, Mitskog, Hansey, DeVries, Dale, and Wateland

Absent: Bertsch and Bajumpaa

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

Meeting called to order by Mayor Hansey.

PUBLIC HEARINGS/CITIZEN CONCERNS/ETC.

Public Hearings – PILOT Applications for Wahpeton Apt. Homes, LLC & 1945 Holdings,

LLC ó Priebe said Darren Trudeau could not be in attendance at tonight's meeting but she explained the two PILOT applications being reviewed were exactly the same with different names on each of the parcels. Lots 1 & 2 in the new Westdale Addition just north of Walmart. Both PILOTs are for the exact same amount and have been reviewed by the Finance Committee. The application shows that the property is owned by the project operator, with one called Wahpeton Apartment Homes LLC and the other 1945 Holding LLC. Both will be 39 unit apartment complexes and are also in the affordable category as they apply for other programs through the State of ND and the Bank of ND. Priebe then reviewed the amortization schedule. She said in the first year, because values are assessed in February each year, it was felt approximately \$750,000 worth of construction would be completed by February 2016, with exemptions at 20%, 100%, 80%, 60% and 40% for a total PILOT payment of \$90,235, with \$180,956 exempted by the City of Wahpeton. Hansey asked Huwe if there were any written or oral protests received of which there were none. Hansey then asked if there was anyone present to protest of which there was none.

Council member DeVries offered the following and moved its adoption:

RESOLUTION NO. 3585
RESOLUTION APPROVING PAYMENTS IN LIEU OF
AD VALOREM TAXES ON BUILDINGS, STRUCTURES,
FIXTURES AND IMPROVEMENTS WAHPETON APT. HOMES, LLC

The motion for the adoption of the foregoing Resolution was duly seconded by Councilmember Dale. Motion carried with a roll call vote 5-0.

Council member Wateland offered the following and moved its adoption:

RESOLUTION NO. 3586
RESOLUTION APPROVING PAYMENTS IN LIEU OF
AD VALOREM TAXES ON BUILDINGS, STRUCTURES,
FIXTURES AND IMPROVEMENTS 1945 HOLDINGS, LLC

The motion for the adoption of the foregoing Resolution was duly seconded by Councilmember Schmidt. Motion carried with a roll call vote 5-0.

Proclamation – Meritorious Service ó Mayor Hansey read a Proclamation Recognizing 2015 North Dakota American Water Works Association Meritorious Award Recipient Leo Murr. Murr was congratulated and appreciation was shown through a round of applause.

Employee Recognition – Years of Service Awards ó City Employees were recognized for their years of service as follows: Anthony Kub ó 40 years; Jeffrey Schwartz ó 35 years; Evan Mehl ó 30 years; Bradley Lovgren ó 20 years; Gaylene Smith ó 20 years; Lynelle Amos ó 15 years; Donald Wald ó 15 years; John Boelke ó 15 years; Craig Cory ó 10 years; and Todd Johnson ó 10 years. Amos was in attendance at the meeting and was presented a certificate of appreciation by Mayor Hansey.

CONSENT AGENDA ITEMS (presented by the Mayor) ó

Approval of minutes of regular meeting held November 16, 2015

Games of Chance Licenses, Site Authorizations & Special Permits:

Wahpeton Buffalo Club ó Raffle Permit

Other Games of Chance and/or special permits:

NDSCS Chapter of International Society of Automation ó Raffle Permit

Presentation/Approval of Reports

Dec. 2015 Chamber of Commerce Newsletter

<http://www.wahpetonbreckenridgechamber.com/assets/2015%20December%20Newsletter.pdf>

2016 Calendar of City Council Meetings

Request for Mtg. Army Corps of Engineers

Mayor Hansey asked if there were any items to be removed from the consent agenda and there were none. **Motion by Lambrecht, seconded by DeVries, to approve the Consent Agenda items as presented. Motion carried with all voting ‘aye’.**

REPORTS FROM CITY OFFICERS AND STAFF

FINANCE DIRECTOR

2016 City License Renewals ó Huwe provided a listing of each of the 2016 liquor/cabaret licenses, along with licenses for waste removal, tobacco, amusement devices, house movers, waste haulers, 2nd hand goods dealer and taxi cab licenses. She said Auditor’s Assistant Cain has collected the information for each of the applicants that have been submitted for renewal. She noted there are still a few items that need to be verified prior to the licenses being issued. Huwe requested a motion from the Council approving the 2016 licenses as presented contingent upon satisfaction of all licensing requirements by all applicants. **Motion by Lambrecht, seconded by Schmidt, to approve the 2016 License Renewals as presented contingent upon satisfaction of all licensing requirements by all applicants.** Discussion held regarding the requirement for applicants to be current on all property taxes. **Motion carried with all voting ‘aye’.**

2015 Tax Levy Summary ó Huwe explained each year the Richland County Auditor provides an abstract of all taxes that are levied upon residents in the City of Wahpeton. She said when looking at an abstract of taxes levied they may be different throughout the county, it just depends on the taxing jurisdictions that are present. In the City of Wahpeton, the property taxing jurisdictions include the State of North Dakota, Richland County, the Wahpeton School District, Wahpeton Park Board and the City of Wahpeton. We also have a Vector Control District that overlays our City boundaries who have not chosen to levy taxes for several years. The total amount of dollars levied that will be applicable to the City of Wahpeton is \$15,994,935.46. Of that, residents of Wahpeton will pay \$6,373,468.03, or just under 40% of all the taxes levied. She explained that shows the value of the other taxing jurisdictions, including the County and the School District that have much larger taxing jurisdictions than the City of Wahpeton. She found the report very useful. One significant change from looking at last year to this year is there are some significant changes in the detail/itemization of taxes levied, most notable in Richland County and the City of Wahpeton. That is a result of Senate Bill 2144 where multiple levies were consolidated, levies were eliminated and

they were consolidated into the General Fund. This is year one of the change and when look at 2015 compared to 2014 it looks different as a result of that change in legislation. The City of Wahpeton's overall tax rate is currently \$405.91 mills, and will be going down to 397.47, approximately 5%. And when looking at the percentage allocations for how much each taxing jurisdiction is responsible for your property tax bill, 28% is to provide municipal services, 28% is to provide State and County services, 9% provides public recreation/park services, and 34% is funding for public education. The trend was shown from 2011-2015 and Huwe felt are heading in the direction the taxpayers would like to see us heading overall but it also shows there is a concerted effort amongst all the taxing jurisdictions to hold the line and if we can, decrease our dependency on property taxes. Huwe said the mill rate in 2011 was 435.00 and in 2015 397.47 so is a pretty significant change. She said any questions regarding this report could be directed to her. **Motion by DeVries, seconded by Wateland, to acknowledge receipt of the 2015 Tax Levy Summary. Motion carried with all voting 'aye'.**

Lake Agassiz Development Group Request to Set Public Hearing on Dec. 21st on Proposed CDBG Project ó Huwe requested a motion to set a public hearing at 5:00pm on December 21st for a proposed Community Development Block Grant. Lake Agassiz Development Corporation is working with a property developer for some housing on 17th Avenue North. **Motion by Dale, seconded by Wateland, to approve setting a Public Hearing for 5:00p.m. on December 21, 2015, with Lake Agassiz Development Group on a Proposed Community Development Block Grant Project.** Huwe noted the property is referenced as Kennedy Park Apartments. **Motion carried with all voting 'aye'.**

Old City Hall Development Agmt. Revisions – request referral to Finance Cmt. ó Mayor Hansey will refer this item to Finance, Economic Development & Personnel Committee.

ServiceMaster Contract – request referral to Finance Cmt. ó Mayor Hansey will refer this item to Finance, Economic Development & Personnel Committee.

ND Cares Community Program – request referral to Finance Cmt. ó Mayor Hansey will refer this item to Finance, Economic Development & Personnel Committee.

[Mitskog enter at 5:22p.m.]

ECONOMIC DEVELOPMENT DIRECTOR

Economic Development Report ó Priebe provided a written report. She said the Planning Commission met as the Renaissance Zone Authority on November 24th to update and approve recommending adoption of the amendments to the Development Plan and Guidelines. For each Renaissance Zone project type there is an incentive guideline to help the RZA and Council in the decision making process. These will be incorporated and updated in the RZ brochure, plan and checklist that will be sent to all property owners in the RZ District. Project types and incentives were provided/reviewed. Priebe said the Planning Commission motioned, seconded, and passed to recommend that the City Council adopt the Renaissance Zone Tax Exemption for Project Types.

Council member Mitskog offered the following and moved its adoption:

RESOLUTION NO. 3587
RESOLUTION APPROVING AMENDMENTS TO THE
RENAISSANCE ZONE DEVELOPMENT PLAN AND GUIDELINES

The motion for the adoption of the foregoing Resolution was duly seconded by Councilmember Lambrecht. Motion carried with a roll call vote 6-0.

Priebe said she and Mayor Hansey attended a North Dakota Foundation Board meeting at NDSCS, and she provided the informational sheet they circulated to the Board members. It showed some of the projects that are ongoing and some of the activities that have happened throughout the year. A brief summary was also provided.

Priebe then shared some pictures of the Christmas lights provided by area photographers. She personally thanked those who volunteered to put up the lights.

PUBLIC WORKS DIRECTOR

PW Report ó Miranowski requested referral to Public Works Committee of **Cost Participation and Maintenance Agreement with the NDDOT for the 16th Avenue North Reconstruction Project**. Mayor Hansey will refer this item to the Public Works & Public Safety Committee.

Miranowski requested referral to Public Works Committee of **the Annual Maintenance Certification for Urban Federal Aid Projects with the NDDOT**. Mayor Hansey will refer this item to the Public Works & Public Safety Committee.

Miranowski said the Flood Committee is scheduled to meet December 17th at noon, and the CEO Committee will be discussing their priority list on December 18th at 8:00a.m. if anyone was interested in attending.

COMMUNICATIONS FROM THE MAYOR & COUNCIL

Council Member Bertsch – Inquiry on CEO Funding for Public Art ó Hansey said this item is pending additional information.

Wateland said Sunday, November 22nd there was a group of volunteers, along with some professional help from Travis Tischer, to string Christmas lights on Dakota Avenue. He publicly thanked those who volunteered, including those from Immanuel Lutheran Church: Bill Glander, Will Seedorf, Shawn Longhenry, Dwight Mattern, Dean Kipp, Dr. Tim Matz, Kyle Enochson, and Cody Glander, Keith & Darcie Huwe, Steve & Shane Dale, Laneø's wife Paige and himself for their efforts in putting up Christmas lights on Dakota Avenue. He also wanted to thank Ted and Sarah Pietron from Wahpeton Ace Hardware for helping to provide the supplies needed. He felt Dakota Avenue looked nice and thanked all involved in the project.

REPORTS FROM THE CITY COUNCIL COMMITTEES & BOARDS

Finance, Personnel & Economic Development Committee Report

DeVries said the Finance, Personnel & Economic Development Committee met at noon on November 23rd.

PILOT Applications – motions to recommend approval of the following:

1. 5 Yr. PILOT for Wahpeton Apartment Homes LLC
2. 5 Yr. PILOT for 1945 Holdings, LLC

DeVries said this item was covered earlier in the meeting.

Budget Benchmarks - discussion

Public Works Public Safety Committee Report

Lambrecht said the Public Works Public Safety Committee met at noon on November 24th.

Request from School District to Accept One Way as City ROW – motion to recommend acceptance of ROW with conditions

Council member Lambrecht offered the following and moved its adoption:

RESOLUTION NO. 3588
**RESOLUTION APPROVING ACCEPTANCE OF
RIGHT-OF-WAY**

The motion for the adoption of the foregoing Resolution was duly seconded by Councilmember Dale. Motion carried with a roll call vote 6-0.

CEO Cost Participation for Lighting Maintenance on Dakota Ave.

Regulating Portable Storage Containers (PODS) & Roll-Off Dumpsters

Dilapidated Properties

SCHEDULING OF COMMITTEE MEETINGS

The following Committee Meetings were then scheduled:

- a. Finance Committee December 14th, 12:00 Noon
- b. Public Works Committee December 15th, 12:00 Noon
- c. Planning Commission December 17th, 4:00 PM
- d. Flood Cmt. December 17th, 12:00 Noon

Motion by Mitskog, seconded by Wateland, to adjourn at 5:35 p.m.

Mayor Hansey

Lynelle Amos, Finance Assistant