

Wahpeton City Council
July 5, 2016
5:00 p.m.

Present: Schmidt, Bajumpaa, Hansey, DeVries, Dale, Miller, and Wateland

Absent: Lambrecht and Bertsch

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

Meeting called to order by Mayor Hansey, then asked for a moment of silence in honor of Jim Aldrich, passed Chairman of the Wahpeton Airport Authority and former Wahpeton Fireman.

CONSENT AGENDA ITEMS (presented by the Mayor) ó

Approval of minutes of regular meeting held June 20, 2016

Games of Chance Licenses, Site Authorizations & Special Permits: None

Presentation/Approval of Reports

Officer Recognition ó Officer Craig Cory

ND State Water Commission Local Planning Meetings

Lake Agassiz Regional Council CDBG Funds 2016

Section 504 Self Evaluation & Transition Plan (ADA Compliance)

Mayor Hansey asked if there were any items to be removed from the consent agenda and there were none. **Motion by Dale, 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

City Election Official Abstract ó Huwe said the City Election Official Abstract has been received which is prepared by the Richland County Auditor. She said the official abstract matched the informal results reported to the Secretary of StatesøOffice. The results at the Secretary of StatesøOffice are considered preliminary/informal until the canvassing board has met. Richland County Board of Commissioners act as the Cityø canvassing board and they approved the results of the 2016 City election, which were consistent with the preliminary results. She explained how this information is referenced at different times throughout the year.

Boards & Commissions Update ó Huwe provided a preliminary directory of City boards and commissions. She explained there are still openings for a Council representative on the Library Board and a vacancy on the Zoning Adjustment Board. Individuals are still being sought to accept the responsibility of participating on these boards.

Section 504 Evaluation-Communication Policy – request referral to Finance Cmt. ó Mayor Hansey will refer this item to Finance, Economic Development & Personnel Committee.

2017 Budget Preparation Update – request referral to Finance Cmt. ó Mayor Hansey will refer this item to Finance, Economic Development & Personnel Committee.

ECONOMIC DEVELOPMENT DIRECTOR

Economic Development Report ó A printed Economic Development Department Activity Report from June 21st ó July 5th, 2016 was provided.

LIBRARY REPORT

Library Report ó Guck reported the library did a trial of Saturday openings during the month of June with an average of 45 visitors per Saturday, which fits their normal amount of traffic. This was discussed at the last Library Board meeting and although there hasn't been an official vote, Guck felt it they would most likely adjust their hours to keep the library open all Saturdays next summer. For July and August of this year they will stay closed on Saturdays as planned.

In upcoming Library events, Guck said Friends of the Library will meet Wednesday, July 13th at 10 a.m. On Wednesday, July 20th, a used book sale will be held on the patio outside the Library during Crazy Daze. On Monday, July 25th, at 7 p.m. there will be a special speaker, Dr. Dina Brulles, who is an educator from Arizona with a specialization in gifted and talented education and programs. Guck said they are reaching out to area educators and parents to attend this event. Then on Sunday, July 31st, the Library will open from 1-5 p.m. for Harry Potter's birthday and book release party. There will be cake, games, and a reading from the book during this time. Discussion held regarding budget for additional Saturday hours next summer.

PUBLIC WORKS DIRECTOR

PW Report ó Miranowski requested referral to PW/PS Committee of **Formal Approval of the Agreement with Stantec for the PLC Changes to the Water Treatment Plant Project.** Mayor Hansey will refer this item to the Public Works & Public Safety Committee.

Miranowski requested referral to PW/PS Committee of **a draw down in the Aquafer with the State to do testing to collect data on how the aquafer is going to react.** Mayor Hansey will refer this item to the Public Works & Public Safety Committee.

Miranowski reported that at the previous Council meeting it was mentioned that Well #1 went down and gave an update that all parts have been received and it is hoped to have it up and running again by the end of next week. He said they are pumping a lot of water, and with the drawdown of the aquafer that is currently occurring they have had to throttle back the wells, however he did not feel the levels were a concern yet. Discussion held.

COMMUNICATIONS FROM THE MAYOR & COUNCIL

DeVries thanked all those responsible for the impressive 4th of July fireworks display in Chahinkapa Park, which was very well-attended. Hansey noted the display had been made possible, more than in part, by a grant received from the Wahpeton Convention & Visitors Bureau.

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 June 27th.

2017 Budget Preparation Premises – discussion

MuniCode Update – motion to recommend expending up to \$9,000 from the Advertising Fund to update codification of the City's online ordinances. **Motion** to recommend first reading of

Ord. No. 976 amending Class C(1) & Class C(2) liquor license requirements on customer receipts ó **Motion by DeVries, seconded by Schmidt, to approve expending up to \$9,000 from the Advertising Fund to Update the MuniCode Codification of the City’s Online Ordinances. Motion carried with a roll call vote of 6-0.**

Council member DeVries offered the first reading of the following Ordinance:

ORDINANCE NO. 976
AN ORDINANCE AMENDING
SECTION 22-104 CLASSIFICATIONS

ND PERS Health Insurance – discussion

Personnel Policy Manual Draft – discussion

Tax Exemptions for New & Expanding Businesses – motion to recommend adoption of Resolution No. 3598 as amended ó

Council member DeVries offered the following and moved its adoption:

RESOLUTION NO. 3598
RESOLUTION ESTABLISHING CRITERIA
FOR CONSIDERATION OF GRANTING A PARTIAL OR COMPLETE
EXEMPTION FROM AD VALOREM TAXATION
PURSUANT TO SECTION 40-57.1-03

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

Westdale II Development Agreement – motion to recommend approval ó **Motion by DeVries to approve the Westdale II Development Agreement.** Attorney Lies explained this has been rolled into the same resolution that will be handled under the Public Works report so can be voted on at that time. **DeVries rescinded his motion.**

Public Works Public Safety Committee Report

Bajumpaa said the Public Works Public Safety Committee met at noon on June 28th.

Former Industrial Plating Building

Lot 2 Block 1 Oakwood Addition Minor Replat

Pedestrian Safety– motion to recommend purchase of 3 flexible post State law yield signs ó **Motion by Bajumpaa, seconded by Schmidt, to approve the Purchase of three (3) Flexible Post State Law Yield Signs. Motion carried with a roll call vote of 6-0.**

School Resource Officer – discussion

2017 Budget Preparation Premises – discussion

Golf Club House HVAC Repairs – discussion & referral to Economic Dev. Commission

16th Ave. N. Reconstruction Proj. Change Order No. 1 – motion to recommend approval ó Motion by Bajumpaa, seconded by Dale, to approve Change Order No. 1 for the 16th Avenue North Reconstruction Project. Motion carried with all voting ‘aye’.

Water Treatment Plant Lime Silo & Slaker Project Logic Controls – motion to recommend contract change order with Stantec not to exceed \$13,106 ó Motion by Bajumpaa, seconded by Schmidt, to approve a Contract Change Order with Stantec for the Water Treatment Plant Lime Silo & Slaker Project Logic Controls, not to exceed \$13,106. Motion carried with a roll call vote of 6-0.

Westdale II Addition – motion to recommend adoption of Resolution No. 3599 concurring award of infrastructure bid submitted by KPH \$678,428.45 ó Council member Bajumpaa offered the following and moved its adoption:

RESOLUTION NO. 3599

**RESOLUTION CONFIRMING AND RATIFYING DEVELOPMENT AGREEMENT,
APPROVAL OF PLANS AND SPECIFICATIONS AND AWARD OF CONTRACT
FOR SANITARY SEWER, STORM SEWER, WATER, STREET AND STREET LIGHT
IMPROVEMENT DISTRICT 04-01-16
(WESTDALE 2ND ADDITION PROJECT NO. ST16-226)**

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

Wastewater System Focus Group Update – discussion

Building Official Update – discussion

SCHEDULING OF COMMITTEE MEETINGS

The following Committee Meetings were then scheduled:

- a. Finance Committee July 11th, 12:00 Noon
- b. Public Works Committee July 12th, 12:00 Noon
- c. Flood Committee July 14th, 7:00 P.M. with Center Township Board

Motion by Schmidt, seconded by Wateland, to adjourn at 5:40 p.m.

Mayor Hansey

Lynelle Amos, Finance Assistant