

Wahpeton City Council
November 7, 2016
5:00 p.m.

Present: Schmidt, Lambrecht, Bertsch, Hansey, DeVries, Dale, Miller, and Wateland

Absent: Bajumpaa

Also Present: Huwe, Lies, Rogahn, Thorsteinson, Priebe, Bakken, Amos, and Cain

Meeting called to order by Mayor Hansey.

PUBLIC HEARINGS/ETC.

Proclamation for Small Business Saturday, Nov. 26, 2016 ó Miller read a Proclamation declaring November 26, 2016 as Small Business Saturday. It urged residents of our community, and communities across the country, to support small businesses and merchants on Small Business Saturday and throughout the year.

CONSENT AGENDA ITEMS (presented by the Mayor) ó

Approval of minutes of regular meeting held October 17, 2016

Games of Chance Licenses, Site Authorizations & Special Permits:

Sons of American Legion ó Raffle Permit

Richland/Wilkin Humane Society ó Raffle Permit

NDSCS HBA Club ó Raffle Permit

Other Games of Chance and/or special permits:

Veterans of Foreign Wars, Woodie Keeble Post 4324 ó Raffle Permit

Presentation/Approval of Reports

Polling Locations Map ó Note 4th Ward Change

Central Elementary School Demolition

Water Fluoridation Quality Award

Raise the Flag ó Veteranø Day Nov. 11th 10:30 AM corner of 9th & Dakota Ave.

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

REPORTS FROM CITY OFFICERS AND STAFF

FINANCE DIRECTOR ó Huwe apologized to viewers for the technical difficulties prohibiting the broadcast of video, and only allowing audio for tonightø meeting.

Re-Schedule of Meeting with Legislators to tonight immediately following Council ó After tonightø Council meeting is adjourned a Committee of the Whole meeting will be convened with local Legislators.

Police Dept. Relocation Update – request for approval of Indigo Sign Quote ó Huwe said a quote was received from Indigo Signs for a sign that would be placed on the side of the new Police Department building, a copy of which was provided, with colors and graphics intended to be coordinated with the striping of the PD cars to maintain the visual recognition of the Wahpeton Police Department. The quote totaled \$3,795 for the sign and install, and Huwe requested approval from the Council to proceed in ordering the sign. **Motion by Wateland,**

seconded by DeVries, to approve ordering the Police Department Sign from Indigo Signs in the amount of \$3,795. Motion carried with a roll call vote of 7-0.

General Election Nov. 8th ó Huwe said questions regarding the election can be directed to the Richland County Courthouse. Tomorrow there will be voting in all four Wards for the City of Wahpeton with residents being required to vote in their assigned Ward from 7 am to 7 pm.

Police Dept. Project Financing Proposals – request referral to Finance Cmt. - Mayor Hansey will refer this item to Finance, Economic Development & Personnel Committee.

Adoption of 2015 International Building Codes – request referral to PW Cmt. ó Mayor Hansey will refer this item to the Public Works & Public Safety Committee.

City Hall Closed Nov. 11th in Observation of Veteran’s Day

POLICE CHIEF

Police Dept. Relocation Project – request referral to PW Cmt. to review bids for furniture, fixtures & equipment, misc. quotes and related issues ó As a courtesy to the Police Chief who was still recovering from a foot injury, Huwe requested this referral on behalf of the Chief of Police. Mayor Hansey will refer this item to the Public Works & Public Safety Committee.

ATTORNEY

Resolutions – Ph. II Flood Mitigation Proj. Levee Encroachments & Zoo Area ó Lies explained he had a number of resolutions for Phase II Flood Mitigation Project Levee Encroachments & Zoo Area. He noted the bid opening will take place November 15th at 2:00 p.m. at City Hall.

Council member Lambrecht offered the following and moved its adoption:

RESOLUTION NO. 3615
**RESOLUTION DIRECTING PREPARATION OF
ENGINEER’S REPORT FOR THE IMPROVEMENT IN
FLOOD MITIGATION DISTRICT 5-1-97
PHASE II (ZOO ENCROACHMENTS, TOE DRAIN,
REIMBURSEMENT AND FLOWAGE EASEMENTS)**

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

Council member Lambrecht offered the following and moved its adoption:

RESOLUTION NO. 3616
**RESOLUTION RECEIVING AND APPROVING
ENGINEER’S REPORT IN FLOOD MITIGATION DISTRICT 5-1-97
PHASE II (ZOO ENCROACHMENTS, TOE DRAIN,
REIMBURSEMENT AND FLOWAGE EASEMENTS)**

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

Council member Lambrecht offered the following and moved its adoption:

RESOLUTION NO. 3617

**RESOLUTION DIRECTING PREPARATION OF PLANS AND
SPECIFICATIONS AND ESTIMATE OF COST FOR THE IMPROVEMENT IN
FLOOD MITIGATION DISTRICT 5-1-97
PHASE II (ZOO ENCROACHMENTS, TOE DRAIN,
REIMBURSEMENT AND FLOWAGE EASEMENTS)**

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

Council member Lambrecht offered the following and moved its adoption:

**RESOLUTION NO. 3618
RESOLUTION APPROVING PLANS AND SPECIFICATIONS
AND ESTIMATE OF COST FOR THE IMPROVEMENT IN
FLOOD MITIGATION DISTRICT 5-1-97
PHASE II (ZOO ENCROACHMENTS, TOE DRAIN,
REIMBURSEMENT AND FLOWAGE EASEMENTS)**

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

Council member Lambrecht offered the following and moved its adoption:

**RESOLUTION NO. 3619
RESOLUTION DIRECTING PUBLICATION OF ADVERTISEMENT
FOR BIDS FOR CONSTRUCTION OF AN IMPROVEMENT IN
FLOOD MITIGATION DISTRICT 5-1-97
PHASE II (ZOO ENCROACHMENTS, TOE DRAIN,
REIMBURSEMENT AND FLOWAGE EASEMENTS)**

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

Council member Lambrecht offered the following and moved its adoption:

**RESOLUTION NO. 3620
RESOLUTION OF THE CITY OF WAHPETON RELATING TO
THE ISSUANCE OF BONDS AND THE REIMBURSEMENT OF CERTAIN
EXPENDITURES FOR FLOOD MITIGATION DISTRICT 5-1-97
PHASE II (ZOO ENCROACHMENTS, TOE DRAIN,
REIMBURSEMENT AND FLOWAGE EASEMENTS)**

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

ECONOMIC DEVELOPMENT DIRECTOR

Economic Development Report ó A printed Economic Development Department Activity Report was provided. Priebe reported that the Community Enhancement Organization (CEO) met and received updates on the 2016 projects, specifically the Music on Dakota Avenue project. Scott Albertson attended the meeting to explain how speaker equipment can be placed in varying locations along Dakota Avenue so that music can be played, or announcements made, etc. Wireless mics were included in the project cost but not the antennas and wiring needed. The

CEO recommends the City Council allocate an additional (up to) \$500 for this project in hopes the entire system will be available to use by November 22nd for the Tree Lighting Ceremony. **Motion by DeVries, seconded by Schmidt, to approve allocating an additional up to amount of \$500 for the Music on Dakota Avenue Project.** Discussion held. **Motion carried with a roll call vote of 7-0.**

Priebe then gave an update on the Kennedy Townhome Apartments. It would be 40 townhome-style units located north of the two new 39-plexes constructed north of Walmart. A photo was provided that showed the garages in front of the townhomes facing the interior, with patio areas facing the outside. It will feature 2 and 3 bedroom apartments, 8 of which will be available for 30% of area median income and 31 (16 ó 2 bedroom and 15 ó 3 bedroom) available for those families in the 60% of area median income. Monthly rent proposed range from \$381 to \$446 (not including utilities) for those in the 30%, and \$551 to \$641 for those in the 60% area median income limits. 2 bedroom apartments are 1,509 square feet in size, and 3 bedroom are 1,689 square feet in size. The townhomes should be ready to be rented in spring 2017.

Priebe announced Raise the Flag will take place Friday, November 11th, Veterans Day at 10:30 am at the corner of 9th Street and Dakota Avenue, which will take place just before the special Veterans Day ceremony at the Richland County Courthouse.

LIBRARY DIRECTOR

Library Report ó Bakken reported construction on the wall renovation project at the library begins November 14th and wanted to ensure the public and the community that the library will maintain access to the Children's Library as best as possible. Most of the books have been removed from the Children's Library into the story time room, with three computers moved to the main level and the rest placed in storage. The old shelving donated to the library in 2005 will be replaced with more child-friendly shelving. Most of the old shelving has been spoken for and needs to be removed by this Thursday, and whatever is left will be removed by the street department and hauled to Waste Management. Due to the construction project, Bakken announced the library will be closed Friday and Saturday after Thanksgiving.

PUBLIC WORKS DIRECTOR

PW Report ó Rogahn requested referral to Public Works Committee of **6th Street North by the new Funeral Home the consideration for a Two-way Street instead of One-way Street between 2nd and 3rd Avenue.** Mayor Hansey will refer this item to the Public Works & Public Safety Committee.

Rogahn gave an update reporting the Street Department continues street sweeping. In the Sewer Department, media has been changed in Lift Station #1 and the canister was changed in Lift Station #3 last week. This week they will be working on hydrant repairs and some maintenance on lift stations in preparation for winter. The replacement of membranes was completed a few weeks ago and initial tests have been encouraging for dissolved oxygen in Pond #1, but will continue taking tests.

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 October 24th.

Red Door Art Gallery Proposal – discussion

Police Dept. Project Financing & Option Selection – discussion

Payroll Processing for Wahpeton Park Board - discussion

Public Works Public Safety Committee Report

Lambrech said the Public Works Public Safety Committee met at noon on October 25th.

Police Dept. Mutual Aid Agreement – motion to recommend approval ó Motion by Lambrecht, seconded by Schmidt, to approve the Police Department Mutual Aid Agreement as presented. Motion carried with all voting ‘aye’.

PD Relocation Project Planning & Financing – motion to recommend incremental approval of bid submitted by Reardonø for \$18,065.30 ó Motion by Lambrecht, seconded by Dale, to approve incremental approval of bids submitted by Reardon’s Office Equipment for the Police Department furniture, fixtures and equipment as specified totaling \$19,622.35. The new amount was clarified. Motion carried with a roll call vote of 7-0.

Waste Water System Focus Group Update – discussion

Building Official Updates – discussion

False Alarms Calls for Fire Dept. – discussion

17th Ave./Oak Ct. & Woodland Dr. Stop Sign Request – discussion

<suspension of rules to add time sensitive agenda topic>

ND Dept. of Emergency Services 2016 State Homeland Security Grant Award Acceptance – motion to recommend approval of the grant agreement ó Motion by Lambrecht, seconded by Bertsch, for approval and signature of the ND Department of Emergency Services 2016 State Homeland Security Grant Agreement. Motion carried with a roll call vote of 7-0.

FLOOD MITIGATION (ad-hoc)

Bid Opening Nov. 15th at 2:00 p.m.

Recognition was given to the 2015 Water Fluoridation Quality Award presented to the City of Wahpeton.

SCHEDULING OF COMMITTEE MEETINGS

The following Committee Meetings were then scheduled:

- a. Committee of the Whole discussion with State Legislators immediately following Council tonight
- b. Finance Committee November 14th, 12:00 Noon
- c. Public Works Committee November 15th, 12:00 Noon

Motion by Wateland, seconded by Lambrecht, to adjourn at 5:38 p.m. Motion carried.

Mayor Hansey

Lynelle Amos, Finance Assistant