

Wahpeton City Council
December 2, 2013
5:00 p.m.

Present: Schmidt, Hansey, Bertsch, Mitskog, Sturdevant, DeVries, Dale, and Bohn

Absent: Bajumpaa

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

Meeting called to order by Mayor Sturdevant.

PUBLIC HEARING/CITIZEN CONCERNS/ETC.

Proclamation – REALTOR Ring Day for the Red Kettles – Mayor Sturdevant read a proclamation declaring “REALTOR Ring Day December 6, 2013”. He said the Wahpeton-Breckenridge Board of Realtors are committed to the REALTOR Ring Day and will ring bells for the Red Kettle Campaign at Jubilee Foods, Econofoods and Wal-Mart on Friday, December 6th from 10:00a.m. to 8:00p.m. and provide the opportunity to donate online. The proclamation was then presented to Donna Keogh representing the Wahpeton-Breckenridge Board of Realtors.

Abatement Hearing 6:00 p.m. – Buyck Capital Investments LLC (Council quorum required)

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

Approval of minutes of regular meeting held November 18, 2013

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

Presentation/Approval of Reports

NDLC Leadership Team 2013-2014

Lake Agassiz Water Authority meeting notice

Motion by Bertsch, seconded by Hansey, 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

2014 City License Renewals – Huwe said a list of the 2014 City License Holders was provided. She said it is typically requested that the license applications be returned to the City prior to December 1st. She said some background information verifications still need to be performed so requested a motion to conditionally approve the list of 2014 license holders as presented, and if there are issues with compliance items prior to January 1, 2014 those will be brought back to the Council. **Motion by Schmidt, seconded by Bertsch, to conditionally approve the list of 2014 City License Renewals as presented. Motion carried with all voting ‘aye’.**

2014 Polling Places Map – request motion to designate polling places as presented – Huwe said North Dakota Century Code requires that each city present and approve their poll locations. She said there have been no changes in the ward alignments or the poll locations for the City of Wahpeton. **Motion by Dale, seconded by Bohn, to approve the 2014 Polling Places as presented. Motion carried with all voting ‘aye’.**

AmeriPride Services Rental Agreement – request referral to Finance Cmt.

Mayor Sturdevant will refer this item to Finance, Economic Development & Personnel Committee.

Delta Dental Group Insurance Contract renewal – request referral to Finance Cmt.

Mayor Sturdevant will refer this item to Finance, Economic Development & Personnel Committee.

Capital Improvement Budget – request referral to Finance Cmt.

Mayor Sturdevant will refer this item to Finance, Economic Development & Personnel Committee.

ASSESSOR/BUILDING CODES

Reminder of Public Hearing – Broadland gave a reminder that the Public Hearing for the Abatement would be held tonight at 6:00pm following the City Council meeting and that a quorum of the Council is required.

ATTORNEY

Request appointment of Brittany Hatting as Assistant City Attorney – Lies introduced Brittany Hatting, giving a brief background history, and said he was seeking confirmation of her appointment as Assistant City Attorney. **Motion by Mitskog, seconded by DeVries, to approve the appointment of Brittany Hatting as Assistant City Attorney. Motion carried with all voting ‘aye’.**

ECONOMIC DEVELOPMENT DIRECTOR

Economic Development Report – Priebe requested referral of the City in-fill lot at the corner of 2nd Street South and 4th Avenue and a potential project for that location to be referred to the Finance Committee. Mayor Sturdevant will refer this item to Finance, Economic Development & Personnel Committee.

Priebe said the next 400 Block Project update will be presented to the Finance Committee at their meeting December 9th and to Public Works Committee at their meeting on December 10th.

Priebe gave a reminder that the Greater North Dakota Chamber of Commerce is holding a series of policy development listening sessions, with the Wahpeton meeting scheduled for Thursday, December 5th at the NDSCS Tech Center Room 10 from 8:00-9:15a.m.

Priebe reported that the hotel feasibility study has been completed and sent to the Economic Development Commission. She said the study will be available on the City’s website and discussions will begin with results to its findings.

Priebe announced that the Christmas tree lighting ceremony last Tuesday was a big hit and that it is hoped that it will become an annual tradition.

PUBLIC WORKS DIRECTOR

CCO #2 with CSI on Cul-de-sac Street Improvements \$3,180 – Miranowski asked for a motion to suspend the rules to discuss this change order. **Motion by DeVries, seconded by Bohn, to suspend the rules. Motion carried with all voting ‘aye’.** Miranowski explained that this is Change Order #2 for Cul-de-sac Street Improvements project and has to deal with Red River Court. He said on 17th Avenue on either side where Red River Court comes in the two residents there requested the areas in front of their homes be fixed and was not included in the project but it was agreed that it was going to be taken care of so will need to do a change order for it which came to an amount of \$3,180. **Motion by Hansey, seconded by Schmidt, to approve Change Order #2 with Central Specialties Inc. on Cul-de sac Street Improvements Project in the amount of \$3,180.** Discussion held. **Motion carried with a roll call vote of 7-0.**

Introduction of City Mechanic/Street Worker – Miranowski said Zach Schadler was hired as the new City Mechanic/Street Worker starting his employment on Friday, November 29th. He said Schadler had planned to be present for introduction at tonight’s meeting, however snow removal

needs earlier in the day did not allow for that. Miranowski gave a brief background of Schadler's work history and invited Council members to stop by the City Shop to introduce themselves when time allows.

Miranowski then gave an update on the current snow removal procedures.

REPORTS FROM THE CITY COUNCIL COMMITTEES & BOARDS

Finance, Personnel & Economic Development Committee Report

Bohn said the Finance, Personnel & Economic Development Committee met at noon on November 25th.

Golf Course Operations – motion to recommend an operating shortfall grant of up to \$21,000 from the Rec Set-Aside Fund – Motion by Bohn, seconded by Mitskog, to approve an operating shortfall grant of up to \$21,000 from the Rec Set-Aside Fund for the Bois de Sioux Golf Board to correct the shortfall of the estimated budget for 2013. Motion carried with a roll call vote of 7-0.

Building Official Job Description – discussion

Public Works Public Safety Committee Report

Hansey said the Public Works Public Safety Committee met at noon on November 26th.

Richland-Wilkin Humane Society – discussion pending

Old City Hall – motion to recommend Mayor appoint a taskforce – Motion by Hansey, seconded by DeVries, to approve Mayor Sturdevant appointing a taskforce for repurposing old City Hall as a Police Department. Motion carried with all voting 'aye'.

Adoption of 2012 I Codes – motion to recommend adoption of the Codes as presented – Motion by Hansey, seconded by Schmidt, to approve the Adoption of 2012 I Codes as presented. Motion carried with all voting 'aye'.

DUI Ordinance Review – motion to recommend first reading of amended ordinance – Council member Hansey offered the first reading of the following Ordinance:

ORDINANCE NO. 956
AN ORDINANCE AMENDING
SECTION 42-224 Operating Vehicle Under the Influence of Liquor or Controlled Substance

Rosewood Reserve Lots – discussion

Southside Industrial Area – discussion

Building Official Job Description – discussion pending

SCHEDULING OF COMMITTEE MEETINGS

The following Committee Meetings were then scheduled:

- a. Finance Committee December 9th, 12:00 Noon
- b. Public Works Committee December 10th, 12:00 Noon

Motion by Mitskog, seconded by Bertsch, to adjourn at 5:30pm.

Mayor Sturdevant

Lynelle Amos, Finance Assistant