

Wahpeton City Council
June 4, 2012

Present: Bertsch, Hansey, Hartman, Mitskog, Sturdevant, DeVries, Dale, Bajumpaa, and Bohn

Absent: None

Also Present: Huwe, Bullis, Nelson, Thorsteinson, Broadland, MacIver, Gutzmer, and Amos

Meeting called to order by Mayor Sturdevant.

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 May 21, 2012

Games of Chance Licenses, Site Authorizations & Special Permits

Richland Wilkin Kinship – Game of Chance Raffle Permit

BW Swim Team – Game of Chance Raffle Permit

Wahpeton Hockey Association – Site Authorizations (3)

Lynette Rovig Benefit – Game of Chance Raffle Permit

Other Games of Chance and/or special permits

Presentation/Approval of Reports

Wahpeton Airport Authority Minutes May 9, 2012

Board and Commission Assignments & Terms

Motion by Dale, seconded by Bohn, to approve the Consent Agenda items as presented.

Motion Carried.

ITEMS REQUESTED MOVED FROM THE CONSENT AGENDA None.

REPORTS

FINANCE DIRECTOR

Managed Services Contract with ND Resources Group for City Hall network and IT Services – request referral to Finance Cmt. Mayor Sturdevant will refer this item to Finance, Economic Development & Personnel Committee.

Consolidated Fee Schedule Resolution – request referral to Finance Cmt. Mayor Sturdevant will refer this item to Finance, Economic Development & Personnel Committee.

2013 Budget Preparation Calendar – request referral to Finance Cmt. Mayor Sturdevant will refer this item to Finance, Economic Development & Personnel Committee.

City Election on Tuesday, June 12th Huwe gave a reminder that the City election will be held in conjunction with the primary elections next Tuesday, June 12th. She noted some changes had been made to the Ward map and that an updated map can be found at City Hall, on the City of Wahpeton website (www.wahpeton.com), and also on the Secretary of State website (www.nd.gov/sos).

In the absence of Economic Development Director Priebe, Huwe then reviewed the **Economic Development Report**. She said included was a picture of the progress made on the Wahpeton Wildside/Henry Behle IV project on the 300 Block of Dakota Ave. Huwe said Priebe has also received a new site plan for the Petro Serve Project (former Sta-Mart), and that the project operator may need to re-apply for economic incentives. She said the Planning Commission briefly reviewed

the site plan at their meeting earlier today and more information will be provided as it is received. Huwe then reported that Priebe will be attending the Economic Development Association of ND summer conference June 18-20 in Williston, with job opportunities and opportunities throughout ND to provide products and services to oil companies being the main focus of the conference. She announced that the Economic Development Commission is scheduled to meet June 13th, and have the task of recommending someone to serve the remaining term left by Vice-Chairman Arden Anderson. Huwe also reported that Priebe is the newly elected President of the Bois de Sioux Ladies Golf League and as such will be serving on the Bois de Sioux Golf Board along with Carla Broadland who is now serves as the Board Secretary. Huwe also announced that the Economic Development section of the City's website has had an overhaul with updated information.

ASSESSOR/BUILDING CODES

County Equalization Update Broadland reported that today the Richland County Board of Equalization met at 11:00am and heard from cities. She reported there was no one in attendance from the City of Wahpeton and the assessor's role was approved as presented to the County, which basically means that since there was no one at the City and no one at the County there will be no one at the State for the City of Wahpeton to dispute the value at this current year's levels.

LIBRARIAN

MacIver reported that she had written a Bremer Grant for \$109,925 and was notified last week that the library would be receiving the full amount to be used toward their waterproofing and landscaping project. MacIver also announced that the kick off to the summer reading programs was held today.

PUBLIC WORKS DIRECTOR NELSON

PW Report –

Set appeal hearing date – failure to comply with Stop Work Order/Permit Required – request referral to the PW Cmt. Mayor will refer this item to the Public Works & Public Safety Committee.

Nelson then gave an update regarding vector control, and also the southside storm sewer improvements project.

COMMUNICATIONS FROM THE MAYOR & COUNCIL

Board Vacancy Appointments – these appointments are to fill current vacancies. Appointments to terms expiring June 30th, 2012 will be made by the Mayor at the reorganization meeting on June 26th

1. Wahpeton Airport Authority – Marlin Galde replacing Kathy Hammer with term ending 2017
2. Bois de Sioux Golf Board – MJ Krause replacing Arden Anderson with term ending 2013
3. Bois de Sioux Golf Board – Jane Priebe replacing MJ Krause as Ladies Aux. President representative with term ending 2013

Motion by Bertsch, seconded by Hansey, to approve the following Board Vacancy Appointments as presented: Wahpeton Airport Authority – Marlin Galde replacing Kathy Hammer with term ending 2017; Bois de Sioux Golf Board – MJ Krause replacing Arden Anderson with term ending 2013; and Bois de Sioux Golf Board – Jane Priebe replacing MJ Krause as Ladies Auxiliary President representative with term ending 2013. Motion Carried.

Informational Meeting tonight at 6:00 pm to discuss Special Improvement District 10-02-04 Proj. ST-10-161 Cul de sac Street Improvement Area A Oakwood Ave. meeting in Council Chambers

Mayor Sturdevant then referred an item back to the Public Works & Public Safety Committee regarding the pigeon issue in the community.

REPORTS FROM THE CITY COUNCIL COMMITTEES

Finance, Personnel & Economic Development Committee Report

Bohn said the Finance Committee met at noon on May 29th.

Upgrade to Public Access Channel 12 – motion to recommend proceeding with the Aavelin update and conducting a meeting of access point users for demonstration/cost sharing discussion – **Motion by Bohn, seconded by Mitskog, to approve proceeding with the Aavelin update and to conduct a meeting of access point users for demonstration/cost sharing discussion.** Discussion held regarding the new system. **Motion Carried.**

Proposed GASB 54 Fund Balance Policy – motion to recommend adoption of revised policy – **Motion by Bohn, seconded by Mitskog, to approve adoption of the revised GASB 54 Fund Balance Policy. Motion Carried.**

Draft Development Agreement – ongoing discussion

Funding Dakota Ave. Care & Mtc. – motion to recommend conducting a public forum on proposed ordinance No. 944 to adopt a 1% Restaurant Tax – **Motion by Bohn, seconded by Bajumpaa, to approve conducting a public forum on proposed Ordinance No. 944 to adopt a 1% Restaurant Tax. Motion Carried.**

CVB Welcome to Wahpeton Sign Lease – ongoing discussion

Public Works Public Safety Committee Report

Hansey said the Publics Works Public Safety Committee met at 5:00 pm on May 30th.

Review of bids for Library Waterproofing & Grounds Improvement Proj. No. L10-176 – motion to recommend award of contract to Comstock Construction for \$247,300 with change order deduct of -\$17,240 – **Motion by Hansey, seconded by Hartman, to approve award of contract to Comstock Construction for \$247,300 with change order deduct of -\$17,240, for a total amount of \$230,060. Roll call vote 8-0. Motion Carried.**

Proposal for Comprehensive Energy & Facility Management Planning Services by ESG – motion to recommend proceeding with agreement – **Motion by Hansey, seconded by DeVries, to approve proceeding with agreement for Comprehensive Energy & Facility Management Planning Services by ESG. Motion Carried.**

Review of Request for Quotes for City Hall Flag Pole – discussion

Review of inquiry on 10th St. N. adjacent to Fargo Ave. – discussion

Stop sign inquiry on 17th Ave. N. – discussion

Review of project timing on 3rd Ave. N. improvement project – discussion

Contractor's license inquiry – discussion

Pigeon issues in Dakota Ave. corridor - discussion

SCHEDULING OF COMMITTEE MEETINGS

The following Committee Meetings were then scheduled:

- a. Informational Meeting Oakwood Ave. Improvements June 4th, 6:00 P.M.
- b. Finance Committee June 11th, 12:00 Noon
- c. Public Works Committee June 12th, 12:00 Noon
- d. Planning Commission June 4th, 4:00 P.M.

Motion by Mitskog, seconded by Hartman, to adjourn.

Mayor Sturdevant

Lynelle Amos, Finance Assistant