

City of Wahpeton Minutes
July 16, 2007

Pursuant to due call and notice thereof, a regular meeting of the Wahpeton City Council was duly held at **City Hall on the 16th day of July 2007, beginning at 5:10 p.m.**

The following members were present: Mayor Sturdevant, Council members Beyer, Wateland, Mitskog, Otterson, Schmidt, Tollefson and Bohn.

Officers present: City Coordinator Kessel, Attorney Lies, Public Works Director Nelson, Assessor Broadland, Librarian Maclver, Economic Development Director Priebe, and Police Chief Thorsteinson.

Others present: Dave Peterson

Mayor Sturdevant called the meeting to order at 5:10pm.

Motion by Hansey, second by Mitskog to approve the minutes from the July 02, 2007 Council meeting. Motion carried 8-0.

CITIZENS REQUEST

Roger Freden addressed the Council with regard to the sale of fireworks within the City of Wahpeton. Freden presented Mayor Sturdevant with several spent fireworks that were found in his swimming pool. Freden also reported that the Wahpeton Police Department responded to a call today for an individual using fireworks. Freden stated that Wahpeton is one of the few larger cities that allows the sale and use of fireworks within City limits. Mayor Sturdevant referred this item to the PW/PS Committee.

VISITOR'S COMMITTEE REPORT

Beyer stated that there has been an increase in lodging tax. Motion by Beyer, second by Tollefson to approve the Visitor's Committee Report. Motion carried. Mayor Sturdevant asked the date of the next meeting, Beyer stated Tuesday, July 17th at 10am, meetings are held the second Tuesday of the month.

OFFICER REPORTS

City Coordinator Kessel

The City has been notified that the Safe Routes to School Grant has been approved. This grant was submitted to the State of North Dakota, and they use federal dollars funded through the Department of Transportation (DOT). \$103,650 total grant dollars will be awarded from the NDDOT, the total cost of the proposed project is \$116,950 with a local match of \$13,300. The recreation set-aside fund from sales tax collections can be utilized for the local match. Kessel will be asking the EDC to add this item to their agenda of the next meeting, if approved the item would be brought back to the City Council for final approval. The money is to be used to replace sidewalks and cross walks in the area around the elementary schools, High School and Middle School.

Fire Department has requested to have the ability to charge residents for fires that occur out of negligence. They currently do not have the ability to do that, they have requested that an ordinance be created or amended. Mayor Sturdevant will refer this item to Public Works/Public Safety Committee.

Economic Development Director Priebe

ANCHOR ACTIONS COMMITTEE

Plans have been moving along in the development of expanding river front parks and walkways to act as a gateway and a recreational feature of the two cities. Before any construction can take place, a Master Plan needs to be developed and funded. A preliminary budget has been established at \$15,000 of which the City of Wahpeton would fund \$10,000 and the remainder would come from the Breckenridge Port Authority. The split is based on the populations of the two communities.

The EDC unanimously recommends the City Council approve up to \$10,000 from the Sales Tax Rec Set-aside to fund this project. Motion by Hansey, second by Mitskog to approve the appropriation of \$10,000 from the Rec Set-aside to fund the development of a Master Plan. Motion carried. 8-0

PRIVATE IMPROVEMENT COMMITTEE

A second sub-committee of the DRC also presented their case for funding the hiring of an architect that would prepare a Design Manual reflecting current standards for the conservation of historic buildings. Many financing programs are already in place for businesses in both downtown districts to access, however, professional advice in restoring historic structures and developing strategies are necessary components in the overall planning process. The purpose of the Design Manual is to provide downtown property and business owners with helpful guidelines and suggestions for appropriate restoration treatment, based on architectural concept designs.

The budget was estimated at \$20,000. An amount up to \$12,000 was presented to the EDC and would come out of the Economic Development set-aside within the Sales Tax fund. Anything over this amount [within reason] would come out of the department's consultant line item. At this time, the Breckenridge Port Authority has already approved an amount up to \$6,666 or 1/3 of the cost estimate.

The EDC unanimously recommends the City Council grant up to \$12,000 from the Economic Development set-aside for the Private Improvement Committee RFP project as outlined. Motion by Tollefson, second by Bohn to grant up to \$12,000 from the Economic Development set-aside for the Private Improvement Committee RFP project. Motion carried. 8-0.

EDC meeting Arden Anderson was elected new vice chairman, and EDC tabled the decision to fill the unexpired term of Ron Cizek.

Three Rivers Gymnastics breakdown of costs thus far \$57,565 received in Sales Tax Rec Set-Aside money and they have spent \$6,500 thus far.

Finance Director Huwe

Motion by Schmidt, second by Hansey to adopt the 2007 budget amendments related to additional health insurance benefits funding totaling \$15,538 as presented. Motion carried 8-0.

EXPENSE BUDGET AMENDMENTS REQUESTED:

Summary by Fund

FUND	NO.	ORIGINAL BUDGET	AMENDMENT	AMENDED BUDGET
General	101	\$2,508,611	\$11,707	\$2,520,318
Water	201	\$980,369	\$1,524	\$981,893
Sewer	202	\$396,680	\$1,049	\$397,729
Vector Control	205	\$47,539	\$73	\$47,612
Library	209	\$198,089	\$366	\$198,455
Planning	217	\$41,820	\$146	\$41,966
Levy Mtc.	236	\$52,907	\$254	\$53,161
Economic Develop.	271	\$166,100	\$418	\$166,518
Other Funds Total		\$4,392,115	\$15,538	\$4,407,653

Motion by Mitskog, second by Tollefson to Designate the Depositories and Financial Institutions Pledge of Assets as stated. Motion carried. 8-0.

The total Pledges by Designated Depositories as of June 30, 2007 are:

<u>Designated Depository</u>	<u>Funds on Deposit</u>	<u>FDIC/NCUA</u>	<u>Additional</u>	<u>Total Pledged</u>
Bank of the West	2,730,258.17	100,000.00	2,976,071.00	3,076,071.00
U.S. Bank	698,402.17	100,000.00	2,140,700.70	2,240,700.70
Wells Fargo Bank	5,393,864.75	100,000.00	6,454,737.04	6,554,737.04
American Federal Bank	none	n/a	n/a	-
Bremer Bank	487,665.30	100,000.00	436,431.83	536,431.83
First Community Credit Union	none	n/a	n/a	n/a
Gate City Fed Savings Bank	none	n/a	n/a	n/a
Peoples State Bank	none	n/a	n/a	n/a
	<u>9,310,190.39</u>	<u>400,000.00</u>	<u>12,007,940.57</u>	<u>12,407,940.57</u>

Motions to approve the list of pledges and the designated depositories are required.

Huwe received a request from Terri Williams with the Army Corps of Engineers, Project Manager. The Corps is requesting that the City be prepared to have \$2,300,000 deposited into the Construction Escrow Account by August 27, 2007. Huwe requested that this item be referred to Finance and Flood Committees.

Chief Thorsteinson

Request from NDSCS to hold the Homecoming Parade on October 6th beginning at 10:00 am. Motion by Hansey, second Wateland to approve the Homecoming Parade request. Motion carried 8-0.

Public Works Director Nelson

Refer disposal of 1993 Toro Groundmaster Mower to Finance Committee.
 Refer contract for laboratory services with the North Dakota Department of Health for Water Treatment Plant testing to Public Works/Public Safety Committee.
 Refer Dakota Avenue Reconstruction schedule changed to 2010 due to funding issues to Public Works/Public Safety Committee.

REPORTS FROM THE CITY COUNCIL COMMITTEES

Finance Committee – Motion by Tollefson, second by Otterson to approve the amended changes to the Constitution Bylaws of the Wahpeton Fire Department. Motion carried 7-0. Wateland abstained from voting.

Motion by Tollefson, Second by Mitskog to amend the H.E.L.P. Guidelines for new construction to include new manufactured homes. Motion carried 8-0.

Public Works Committee – Motion by Otterson, second by Schmidt for the City to enter into a Professional Services Agreement with Ulteig Engineers, Inc. for drainage system improvements at the Airport as well as the relocation of the Airport Park in an amount not to exceed \$59,597. Motion carried 8-0.

Motion by Councilmember Otterson to hold the first reading of the following Ordinance:

ORDINANCE NO. 896

AN ORDINANCE AMENDING SEC. 16-722, RESIDENCE R-2 TWO-FAMILY TO ALLOW MANUFACTURED HOMES BY SPECIAL EXCEPTION

Mayor will also refer this item to the Public Works/Public Safety Committee for further refinement of the ordinance language.

Red River Valley Water Supply issue, Council and staff will review the participation of the City of Wahpeton. Lake Agaasiz Water Authority is hoping for a participating decision to be made by the end of 2007. A meeting will be held August 2nd at 5:00pm in the Auditorium of the High School to discuss details of this project. Contact Coordinator Kessel for further meeting details.

Committee discussed the sewer backup policy, Committee decided not to go forth with a new policy at this time.

Motion by Beyer, second by Mitskog to suspend the rules.

Motion by Councilmember Beyer to hold the first reading of the following Ordinance:

ORDINANCE NO. 897

AN ORDINANCE AMENDING SEC. 16-912 AND CREATING SEC. 16-922 TO ALLOW FUEL STORAGE ABOVE GROUND IN EXCESS OF 500 GALLONS BY SPECIAL EXCEPTION

Motion by Otterson, second by Schmidt to enter into supplemental agreement #3 with Interstate Engineering for Westside utilities and street improvements. Motion carried 8-0.

PRESENTATION OF COMMUNICATION/REPORTS

Motion by Tollefson, seconded by Bohn to approve the reports sent in the mail and in the correspondence book. Motion carried 8-0.

Motion by Tollefson, second by Hansey to approve bills totaling \$737,909.30. Motion carried 8-0.

SCHEDULING OF COMMITTEE MEETINGS

The following Committee meetings were then scheduled:

- * FINANCE & PERSONNEL July 23, 2007 Noon
- * PUBLIC WORKS July 24, 2007 Noon
- * FLOOD tba

Motion by Mitskog, seconded by Wateland to adjourn. 5:38pm

Mayor Jim Sturdevant