

# Wahpeton City Council

April 17, 2023

5:00 p.m.

**Present:** Schillinger, Perdue, Goltz, Lambrecht, Bohn, McNary, Fobb, and Unruh

**Absent:** Woods

**Also Present:** Huwe, Hatting, Miranowski, Broadland, DeVries, Bakken, Anderson, Appell, Amos, and O'Meara

## **CALL TO ORDER – PLEDGE OF ALLEGIANCE**

Meeting called to order by Mayor Lambrecht. The pledge of allegiance was then recited.

## **PUBLIC HEARINGS/CITIZEN CONCERNS/ETC.**

**Proclamation – Norwegian Constitution Day May 17, 2023** – Fobb read a proclamation recognizing Syttende Mai Norwegian Constitution Day May 17<sup>th</sup>, 2023 in the City of Wahpeton.

## **CONSENT AGENDA ITEMS (presented by the Mayor) –**

### **Approval of minutes of regular meeting held April 3, 2023**

### **Games of Chance Licenses, Site Authorizations & Special Permits:**

Head of the Red Youth Activities Association – Site Authorization BDSGC Grille Room

Head of the Red Youth Activities Association – Site Authorization City Brew Hall

Wahpeton Dollars for Scholars – Raffle Permit

SE Fraternal Order of Police Lodge #6 – Raffle Permit

Minn-Dak Carving, Inc. – Raffle Permit

CHI Health at Home – Raffle Permit

### **Other Games of Chance Licenses, Site Authorizations & Special Permits:**

Colfax Park Board – Raffle Permit

### **Presentation/Approval of Reports**

March 2023 Bill Pay Report \$1,876,967.99

March 2023 Financial Statements

Spring Cleanup Week May 15-19, 2023

WBI Natural Gas Pipeline FERC Notice

Mayor Lambrecht asked if there were any items to be removed from the consent agenda and there were none.

**Motion by Goltz, seconded by McNary, to approve the Consent Agenda items as presented. Motion carried with all voting ‘aye’.**

## **REPORTS FROM CITY OFFICERS AND STAFF**

### **FINANCE DIRECTOR**

**WBI Natural Gas Pipeline Update** – Huwe reported MDU Resources announced a natural gas pipeline expansion project on July 26, 2021, increasing capacity to Wahpeton and Kindred with the construction of a new 60-mile, 12” natural gas line. The project timeline anticipates construction in early 2024 with completion by November 2024. The Federal Energy Regulatory Commission review process recently completed the environmental impact statement. Additional information is available in the EIS notice included in Council Correspondence. Uninterruptible natural gas service will be a great community attribute for the Wahpeton area.

**Development Agreement Request – referral to Finance Cmt.** – Huwe said a local property owner has requested consideration to utilize special assessment funding for the infrastructure necessary for a 20-unit twin home development on 11<sup>th</sup> Street North. Mayor Lambrecht will refer this item to the Finance, Personnel & Economic Development Committee.

**Fire Dept. Truck Cmt. – referral to PW Cmt.** – Huwe said the Fire Department currently utilizes 6 specialty units for fire call response. Typically, a unit is replaced every 5-6 years resulting in an estimated useful life of 25 to 30 years. The lead time on firetrucks is approximately 2 years. The Fire Chief is planning the next steps in major equipment replacement to retire the 1998 pumper truck. Mayor Lambrecht referred this item to the Public Works & Public Safety Committee.

**68<sup>th</sup> Legislative Session** – Huwe reported the 68<sup>th</sup> Legislative Assembly completed sixty-six legislative days as of today. Last week included good news on snow removal grant funding and preservation of the Legacy funded Municipal Infrastructure loan program. The appropriations committees and conference committees are working diligently to negotiate on the final fiscal constraints of the proposed amendments. Additional legislation has been adopted that will slow the replenishment of the Prairie Dog Infrastructure funds and it appears the NDPERS pension plan will be significantly changed and no longer available to all new employees of political subdivisions starting January 1, 2025. Legislative action will continue to be monitored to the end of the Legislative session.

### **ASSESSOR/BUILDING CODES**

**Reminder of County Equalization Meeting** – Broadland gave a reminder that with approval of the City's 2023 assessment roll at their equalization meeting it will go on to the Richland County Equalization meeting on June 6<sup>th</sup> at 10 am at the Courthouse.

### **ATTORNEY**

**WCDC Request to Proceed Homestead Addition – referral to Finance Cmt.** – City Attorney Hatting requested this referral. Mayor Lambrecht will refer this item to the Finance, Personnel & Economic Development Committee.

### **COMMUNITY DEVELOPMENT DIRECTOR**

**Community Development Report – Win Column** – This issue highlighted the level of care assisted living facilities in Wahpeton provide and appreciation for this service.

**BND Pace Interest Buydowns (4) – referral to Finance Cmt.** – DeVries requested referral of four BND FLEX Pace Interest Buydown applications for Howco Properties, Driftwood Lounge, Dakota Hurd Co., and Burkett Family Custom Knives to the Finance Committee for review. Mayor Lambrecht will refer these items to the Finance, Personnel & Economic Development Committee.

DeVries provided some updates saying the Home Improvement Partnership Program (HIPP) has received 6 applications with 5 having been forwarded to Gate City Bank. Any residents interested in the program can contact DeVries at City Hall. Regarding the Request For Proposals for the green lot on 2<sup>nd</sup> Avenue North, DeVries said he has received some questions and suggestions so wants to address those before moving forward. The Comprehensive Plan will be presented to the Planning Commission for final review on Thursday. SVEDA met last week and the new City representatives Jay Kubela and Dan Spellerberg were in attendance.

### **LIBRARY DIRECTOR**

**Library Report** – Bakken announced Leach Library was awarded a no-match technology grant of up to \$3,000 from the ND Library Coordinating Council - Library Vision Grants in March for new laptops or tablets that have to circulate inside or outside the library, and reviewed how they plan to use the funds. The library also received their 14 new public access computers. Happenings at the library include Kercher attending the Week of the Young Child event, Friends of the Library meeting, story time, Leach Reads Book Club meets, a craft session for acrylic paint pour art, National Library Week, and a Library Board meeting.

**2022 Annual Report** – Bakken provided a 2022 in Review report which provided numbers on all aspects of the library for that year.

**POLICE CHIEF – Police Dept. Report** – Police Chief Anderson requested referral of three items to the Public Works Committee: 1) Street closure on June 3<sup>rd</sup> for the Blue Goose Parade; 2) Street closure on July 8<sup>th</sup> & 9<sup>th</sup> for Chalk Fest; and 3) the Acquisition of an Early Warning/Radar Trailer and water filled jersey barriers.

## **PUBLIC WORKS DIRECTOR**

### **Public Works Report –**

**Right-of-Way License 10<sup>th</sup> St. S. – referral to PW Cmt.** – Mayor Lambrecht referred this item to the Public Works & Public Safety Committee.

Miranowski requested referral to Public Works Committee of **Disposal of the 1977 Chevy 2 Ton Single Axle Truck**. Mayor Lambrecht will refer this item to the Public Works & Public Safety Committee.

Miranowski reported on the Public Works/Street Department tasks/activities in the past few weeks that have been completed or that are being worked on.

## **COMMUNICATIONS FROM THE MAYOR & COUNCIL**

Lambrecht expressed appreciation to local volunteers who filled sand bags in preparation for potential flooding.

## **REPORTS FROM THE CITY COUNCIL COMMITTEES & BOARDS**

### **Public Works & Public Safety Committee Report**

McNary said the Public Works & Public Safety Committee met on April 10 at 4:00 p.m.

**Soil Borings for Vector Control Building – motion** to approve Braun Intertec quote \$5,942 – **Motion by McNary, seconded by Fobb, to approve the Soil Boring Proposal of \$5,942 by Braun Intertec for the Vector Control Building. Motion carried with a roll call vote of 7-0.**

**8<sup>th</sup> Ave. N. Proj. ST19-248 Construction Engineering Agmnt. with Interstate Eng. – motion** to approve \$796,295.42 – **Motion by McNary, seconded by Bohn, to approve the Construction Engineering Contract with Interstate Engineering, Inc. at a cost of \$796,295.42 for the 8<sup>th</sup> Avenue North Reconstruction Project ST19-248, contingent upon approval by the NDDOT. Motion carried with a roll call vote of 7-0.**

**2023 Sealcoat Project Bid Summary – motion** to approve Asphalt Preservation quote \$89,625.92 – **Motion by McNary, seconded by Fobb, to approve awarding the 2023 Sealcoat Project to Asphalt Preservation Company, Inc. at a cost of \$89,625.92. Motion carried with a roll call vote of 7-0.**

**Motion by McNary, seconded by Fobb, to approve Change Order #1 for the 2023 Sealcoat Project from Asphalt Preservation Company, Inc. at a cost of \$15,897.72 for two additional sections, contingent upon contract acceptance from the contractor. Motion carried with a roll call vote of 7-0.**

**Right-of-Way License Request on Fargo Ave. – motion** to approve – **Motion by McNary, seconded by Unruh, to approve issuing a License regarding use of the Right-of-Way on Fargo Ave., on the same terms as Smith Motors, to the new owner of the Taco John’s property. Motion carried with all voting ‘aye.’**

**Assignment of Valley Fiber Land Option in the N. Side Industrial Park – motion** to approve – **Motion by McNary, seconded by Goltz, to approve allowing the Option to be Assigned from Valley Fiber to Dakota Hurd Co., LLC, to purchase an additional 2.8 acres in the North Side Industrial Park. Discussion held. Motion carried with all voting ‘aye’.**

**Animal Impound Ch. 4-72 & 4-73 Ordinance 1051 – motion** to offer 2<sup>nd</sup> reading as amended – Council member McNary offered the second reading of the following Ordinance:

### **ORDINANCE NO. 1051**

#### **AN ORDINANCE REPEALING AND REPLACING DIVISION 3 – IMPOUNDMENT, SECTIONS 4-71, 4-72, AND 4-73**

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

**Hydrant Meter Policy – motion** to approve rate changes 5/1/23 – **Motion by McNary, seconded by Goltz, to approve the Rate Changes to the Hydrant Meter Policy with an effective date of May 1, 2023. Motion carried with a roll call vote of 7-0.**

## Fire Hydrants Located on Private Property – discussion

## Building Official Updates – discussion

Referrals – see PW Director Report – Mayor Lambrecht referred a Program for possible Problem Properties to the Public Works & Public Safety Committee.

## Finance, Personnel & Economic Development Committee Report (no meeting held April 10<sup>th</sup>)

### UNFINISHED BUSINESS

Perdue asked about an update on the potential drafting of an ordinance on poultry in city limits. Hatting will follow up with Budke and get information to the Council members next week.

March 2023 Bill Pay Report

<b>DISBURSEMENTS FUND</b>	<b>ACCOUNTS PAYABLE</b>	<b>PAYROLL &amp; GL</b>	<b>TOTAL</b>
101 GENERAL FUND	\$301,192.58	\$69,372.93	\$370,565.51
201 WATER OPERATING FUND	\$77,155.03	\$48,882.31	\$126,037.34
202 SANITARY SEWER OPERATING FUND	\$245,072.80	\$30,688.31	\$275,761.11
203 WASTE REMOVAL OPERATING FUND	\$30,149.42	\$1,407.42	\$31,556.84
204 WASTE REDUCTION FUND	\$500.00		\$500.00
205 VECTOR CONTROL FUND	\$3,077.23	\$1,532.28	\$4,609.51
206 STREET LIGHTING	\$17,198.78		\$17,198.78
209 LIBRARY LEVY FUND	\$6,192.50	\$16,922.43	\$23,114.93
216 AIRPORT 4-MILL LEVY FUND		\$1,076.50	\$1,076.50
226 EMPLOYEE SAFETY COMMITTEE	\$249.99		\$249.99
229 CAPITAL IMPROVEMENTS FUND	\$108,665.50		\$108,665.50
234 SPECIAL STREET MAINT FUND	\$867.00		\$867.00
235 SNOW/FLOOD EMERG LEVY FUND	\$1,152.00		\$1,152.00
236 LEEVE MAINTENANCE	\$10,681.47	\$10,263.26	\$20,944.73
271 ECONOMIC DEVEL DEPT FUND	\$5,707.29	\$12,924.26	\$18,631.55
303 MISCELLANEOUS FUND	\$51.00		\$51.00
315 TAX INCREMENT FUND	\$1,250.00		\$1,250.00
316 1% LODGING TAX (ADDTL 1/1/08)	\$2,139.68		\$2,139.68
317 JOB DEVELOPMENT LEVY FUND	\$10,578.39		\$10,578.39
318 WEED MAINT LEVY FUND	\$24.00		\$24.00
319 LODGING TAX FUND	\$5,461.74		\$5,461.74
320 SALES TAX OPERATING FUND	\$18,571.17		\$18,571.17
321 SALES TAX RESERVE FUND	\$138.16		\$138.16
326 REVOLVING LOAN FUND	\$416.67		\$416.67
329 BULL RIDING EVENT	\$7,378.68		\$7,378.68
332 WINTER FESTIVAL	\$34.00		\$34.00
345 SPECIAL ASSESSMENT ASSISTANCE	\$1,032.00		\$1,032.00
365 PD SPEC EQUIP SINKING FUND	\$6,935.65		\$6,935.65
393 1% RESTAURANT TAX FUND	\$5,320.64		\$5,320.64
572 SALES TAX FOR FLOOD FUND	\$45,808.16		\$45,808.16
666 E.SIDE SANITARY PART B PH II	\$19,844.17		\$19,844.17
670 EDGEWOOD PARK ST18-239	\$579,599.77		\$579,599.77
672 8TH AVE. N PROJ. ST19-248	\$584.60		\$584.60
679 W.WATER FACILITY PLAN	\$43.20		\$43.20
681 HOMESTEAD DEVELOPMENT ST21-263	\$580.00		\$580.00
684 WESTDALE 3 ADDITION ST21-264	\$150,361.82		\$150,361.82
686 DOWNTOWN S STREETS2 ST21-259	\$43.20		\$43.20
688 ROSEWOOD 3RD ADDTN ST22-269	\$820.00		\$820.00
689 PRAIRIE FLATS TWINHOMES	\$19,020.00		\$19,020.00
<b>TOTAL</b>	<b>\$1,683,898.29</b>	<b>\$193,069.70</b>	<b>\$1,876,967.99</b>

### SCHEDULING OF COMMITTEE MEETINGS

The following Committee Meetings were then scheduled:

- a. Public Works Committee April 24<sup>th</sup> 4:00 p.m.
- b. Finance Committee April 25<sup>th</sup> 5:00 p.m.

**Motion by Schillinger, seconded by Goltz, to adjourn at 5:40 p.m. Motion carried.**

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Mayor Brett Lambrecht

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Lynelle Amos, Finance Assistant