

Wahpeton City Council
August 7, 2023
5:00 p.m.

Present: Mayor Brett Lambrecht, Council Members Shannon Schillinger, Chad Perdue, David Woods II, Jason Goltz, and Tiana Bohn

Absent: Council Members Kelly McNary, Renata Fobb, and Cory Unruh

Also Present: Finance Director Darcie Huwe, City Attorney Brittany Hatting, Public Works Director Dennis Miranowski, Community Development Director Chris DeVries, Library Director Melissa Bakken, Police Chief Anderson, Deputy Police Chief Tim Appell, Finance Assistant Lynelle Amos, and Auditor's Assistant Cheryl O'Meara

CALL TO ORDER – PLEDGE OF ALLEGIANCE

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

BIDS/OFFERS/QUOTES

Community Development Director DeVries presented the Wahpeton VFW Post 20 Legion Baseball Team with an award recognizing them as the 2023 Class A Legion Baseball Champions. Coach Kappes spoke on behalf of the team. Congratulations and appreciation were shown through a standing ovation.

CONSENT AGENDA ITEMS (presented by the Mayor) –

Approval of minutes of regular meeting held July 24, 2023

Games of Chance Licenses, Site Authorizations & Special Permits:

Kraz Dance Parent Organization – Raffle Permit

NDSCS General Athletics – Raffle Permit

Operation Zero / Bikes & Brews – Raffle Permit

Other Games of Chance and/or Special Permits:

Wahpeton Baseball Association – Raffle Permit

Presentation/Approval of Reports

Briarwood Mobile Home Court Legal Correspondence

Wahpeton Fire Dept. Bull Bash September 16, 2023

Mayor Lambrecht asked if there were any items to be removed from the consent agenda and there were none. **Motion by Goltz, seconded by Woods, to approve the Consent Agenda items as presented. Motion carried with all voting 'aye'.**

REPORTS FROM CITY OFFICERS AND STAFF

FINANCE DIRECTOR

Sales Tax Special Election Planning – Referral to Finance Cmt. – Huwe said first reading of Ordinance 1052 was offered on April 3, 2023. The current sales tax ordinances are subject to sunset clauses with 1 and ½ % of the tax set to expire June 30, 2026. The remaining ½% dedicated to flood mitigation and infrastructure will expire December 31, 2029, or until all encumbrances have been paid. A special election is planned for November 7th, and she would like input and review of the draft ordinance, regulatory timeline, and ballot language. Mayor Lambrecht will refer this item to the Finance, Personnel & Economic Development Committee.

Development Agreements Performance Update – Referral to Finance Cmt. – Huwe said in November 2022 the City was engaged in ten separate development agreements for the construction and/or development of 152 residential lots. A review of the public dollars invested, private property valuation added, and current lot inventory has been benchmarked and led to discussions of future growth planning. Mayor Lambrecht will refer this item to the Finance, Personnel & Economic Development Committee.

Preliminary Budget Update – Referral to Finance Cmt. – Huwe reported the 2024 preliminary budget is available for review on the City website. The tax levy was certified to the County Auditor on August 2nd. Any questions, suggestions or input can be directed to Huwe. Mayor Lambrecht will refer this item to the Finance, Personnel & Economic Development Committee, and also to the Public Works & Public Safety Committee agendas until adoption.

ATTORNEY

Update on Briarwood Mobile Home Court – Hatting said legal correspondence had been provided which was received from the attorney assisting the owner of the trailer court. She and Building Official Todd Johnson will be meeting with their attorney tomorrow to discuss the next steps moving forward. There are some legal disputes about the process that has been followed. In the interest of assuring that all appropriate procedures and policies are being followed before doing something detrimental to someone's personal property they will be taking some additional steps to preserve the record and create a bigger record so that should the building official's decision be appealed further there is a clear record moving forward as to why the City did what they did regarding those properties. It was noted they have had a lot of cooperation from the State Health and Human Services as well as from the regional representative.

Resolution Directing Assessments to be Levied – Hatting presented Resolution No. 3873 for adoption.

Council member Bohn offered the following and moved its adoption:

RESOLUTION NO. 3873
RESOLUTION DIRECTING ASSESSMENTS TO BE LEVIED FOR:
STREET AND UTILITIES IMPROVEMENT DISTRICT
EASTSIDE SANITARY SEWER PART B PHASE II
PROJECT NO. 13-02-23
and
STREET AND UTILITIES IMPROVEMENT DISTRICT
LOY AVE. AND 12TH ST. N.
PROJECT NO. ST19-249
and
STREET AND UTILITIES IMPROVEMENT DISTRICT
WESTDALE 3RD ADDITION
PROJECT NO. ST21-264

The motion for the adoption of the foregoing Resolution was duly seconded by Councilmember Goltz. Motion carried with a roll call vote 5-0.

COMMUNITY DEVELOPMENT DIRECTOR

Community Development Report – DeVries said he had previously asked for anyone interested in doing a memorial at Holiday Lane where people could purchase a decoration and dedicate it to someone and a list of those individuals would be placed at the end of the drive to be viewed. Orders will need to be placed soon so a week from today will be the deadline. Anyone interested can contact DeVries. Regarding fall activities, the Bull Bash and Fall Festival will take place in September, the Classy and Classic Car show will coincide with the NDSCS Homecoming, and NDSCS Block Party on August 20th.

Planning Commission Report – No meeting was held.

LIBRARY DIRECTOR

Library Report – Bakken reported the Summer Reading Program has concluded with 216 reading logs being turned in from all ages, and several prizes being awarded. She thanked those who donated to the program which included the Friend of the Library, Casey's General Stores, and the FM Redhawks. Activities scheduled in the next two weeks include story time and a back to school craft session. The library will also have a table at the Wahpeton Public School District Back to School Bash.

POLICE CHIEF

Police Dept. Report – Police Chief Anderson reported on August 24th there's a planned protest at the Richland County Courthouse in follow-up to the event last month and the Police Department plans to close some streets around the area from 10:00am to 2:00pm to provide the protestors with some space and protect the public and surrounding businesses. Those affected will be notified about these plans.

Disposition request for P-10 and P-16 squad cars – Mayor Lambrecht will refer this item to the Public Works & Public Safety Committee.

PUBLIC WORKS DIRECTOR

Public Works Report – Miranowski requested referral to Public Works Committee **of Change Order #1 for the Downtown Side Streets Phase 2 Project**. Mayor Lambrecht will refer this item to the Public Works & Public Safety Committee.

Miranowski requested referral to Public Works Committee **of the 2020 Census requirement to submit a New City Boundary**. Mayor Lambrecht will refer this item to the Public Works & Public Safety Committee.

Miranowski requested referral to Public Works Committee **of the Water Supply Agreement for Lallemand Yeast Co**. 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.

REPORTS FROM THE CITY COUNCIL COMMITTEES & BOARDS

Public Works & Public Safety Committee Report (no meeting held)

Finance, Personnel & Economic Development Committee Report

Bohn said Finance, Personal & Economic Development met on July 31 at 5:00 p.m.

City Marketing & Branding Campaign – motion to approve Mint Marketing Proposal \$10,000 – **Motion by Bohn, seconded by Goltz, to approve the City Marketing and Branding Proposal submitted by Mint Marketing for \$10,000. Motion carried with a roll call vote of 5-0.**

Hohenstein Homes Twin Home Development Agreement – motion to approve addendum – **Motion by Bohn, seconded by Schillinger, to approve the Amendment to the Development Agreement for the Hohenstein Homes Twin Home Project. Motion carried with a roll call vote of 5-0.**

Preliminary Budget – discussion

Position Description Updates - discussion

Referrals

SCHEDULING OF COMMITTEE MEETINGS

The following Committee Meetings were then scheduled:

- a. Public Works Committee August 14th 4:00 p.m.
- b. Finance Committee August 14th 5:00 p.m.

Motion by Goltz, seconded by Schillinger, to adjourn at 5:43 p.m. Motion carried.

Mayor Brett Lambrecht

Lynelle Amos, Finance Assistant