

Wahpeton City Council
March 5, 2012

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

Absent: None

Also Present: Huwe, Lies, Nelson, Broadland, MacIver, and Gutzmer

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 February 21, 2012
Games of Chance Licenses, Site Authorizations & Special Permits
SENDCAA Head Start – Games of Chance Raffle Permit
NDSCS Phi Beta Kappa – Games of Chance Raffle Permit
March of Dimes – Games of Chance Raffle Permit
Other Games of Chance and/or special permits

Presentation/Approval of Reports

North Dakota 2020 & Beyond March 13, 2012
Wahpeton Breckenridge Chamber Annual Meeting Invitation

Motion by DeVries, seconded by Bajumpaa, to approve the Consent Agenda items as presented. Motion Carried.

ITEMS REQUESTED MOVED FROM THE CONSENT AGENDA None.

REPORTS

FINANCE DIRECTOR

Bond Sale to Refi of Series 2005 & 2006 Scheduled for March 13th (request reschedule of Finance Cmt. to 5:00 as a Special Council meeting) Huwe noted this date coincides with the ND 2020 & Beyond meeting. Lies suggested holding the Special City Council meeting on March 13th at 6:00pm following the ND 2020 & Beyond at the Chamber office.

Liquor License Refund Request – request referral to Finance Cmt. Mayor Sturdevant will refer this item to Finance & Personnel Committee.

Safety Committee/Workers Safety & Insurance – request referral to Finance Cmt. Mayor Sturdevant will refer this item to Finance & Personnel Committee.

Development Agreement Review – request referral to Finance Cmt. Mayor Sturdevant will refer this item to Finance & Personnel Committee.

City Council Retreat rescheduled to Friday, March 16th Huwe said the retreat will be held from 8am to noon at the Community Center. An agenda was provided to the Council members.

EDC Recommendations:

1. Combination of the mini-match & beautification programs In reviewing the different programs available at the last EDC meeting, suggestion was made to combine the Mini-Match and Dakota Avenue Beautification programs into one to serve the entire community rather than just Dakota Avenue, and it was requested the amount per grant be raised from \$2,000 to \$5,000 to assist businesses with larger projects. **Motion by Bohn, seconded by Mitskog, to approve the Mini-Match grant and the Dakota Avenue Beautification grant be rolled into one program, increasing the grant amount to \$5,000 with an additional \$5,000 available to projects larger than \$25,000, and allocating \$50,000 to fund the program. Motion Carried.**

2. Deferment of the CDC loan pertaining to repairs & cleanup A request was heard for a one-year deferment on the CDC loan for the repair and clean-up of Building 20 due to ongoing litigation. **Motion by Bohn, seconded by Mitskog, to approve an additional one year deferment on the CDC loan for repair and clean-up of Building 20. Motion Carried.**

3. Approval of matching grant Smith Motors requested matching grant funds for the complete upgrade to the interior and exterior of their showroom, including a \$60,000 storefront improvement. **Motion by Bertsch, seconded by Hansey, to approve a \$10,000 matching grant for Smith Motors renovation project contingent upon the Right of Way to the east of their business being maintained. Motion Carried.**

North Dakota 2020 & Beyond Huwe circulated a sign up sheet for those interested in attending.

PUBLIC WORKS DIRECTOR NELSON

PW Report –

Resolution Creating Assessment District 12-01-04 (East Central Street Rehabilitation, Project No. ST12-196) Nelson said this is Resolution 3469, and gave a brief explanation of the project. He said formation of the district is a preliminary step to start work and be able to incur costs as the schedule dictates. It is hoped this project can be accomplished yet this year. Council member Hansey offered the following and moved its adoption:

RESOLUTION NO. 3469
RESOLUTION CREATING
STREET IMPROVEMENT DISTRICT 12-01-04
(East Central Street Rehabilitation - Project No. ST12-196)

The motion for the adoption of the foregoing Resolution was duly seconded by Councilmember Mitskog. Roll call vote 8-0. Motion Carried.

Nelson requested referral to Public Works Committee of a **Professional Services Agreement for Digital Ortho-topography and Topographic Mapping**. Mayor Sturdevant will refer this item to Public Works & Public Safety Committee.

Nelson requested referral to Public Works Committee for **Permission to Request a Cost Proposal for Town Centre Square Plaza Rehabilitation**. Mayor Sturdevant will refer this item to Public Works & Public Safety Committee.

Southside Storm Sewer Improvements – Public Input Meeting scheduled for March 12th, 5-7 PM at Wahpeton Community Center Nelson said this will be held in an open house format with

a brief presentation. City staff and Interstate Engineering staff will be available for questions and comments. It was noted that affected property owners have been notified.

REPORTS FROM THE CITY COUNCIL COMMITTEES

Finance Committee Report

Bohn said the Finance Committee met at 5:00 pm on February 29th.

Update on Litigation – motion to recommend the City Attorney request Attorney General’s Opinion on use of public facilities for political purposes – **Motion by Bohn, seconded by Bajumpaa, to approve requesting an Opinion from the Attorney General’s office regarding use of public facilities and public access broadcast using City equipment for political purposes. Motion Carried.**

Birchwood Properties Inquiry – discussed and tabled

Permission to Request Proposals for Preliminary Engineering for Residential Subdivisions – motion to recommend proceeding to advertise – **Motion by Bohn, seconded by Bertsch, to approve proceeding to advertise for Preliminary Engineering proposals for the Fairview Cemetery property. Motion Carried.**

CVB Welcome to Wahpeton Sign Lease Agreement – discussion

Funding Dakota Ave. Care & Mtc. – ongoing discussion

Public Works Public Safety Committee Report

Hansey said the Publics Works Public Safety Committee met at 5:00 pm on February 28th.

Award of Bid for Police Car – motion to recommend purchase of 2012 Chevrolet Impala from Smith Motors for \$22,592 – **Motion by Hansey, seconded by Hartman, to approve the purchase of 2012 Chevrolet Impala from Smith Motors in the amount of \$22,592. Roll call vote 8-0. Motion Carried.**

Authorization to Advertise for Bids for Fire Hydrant Replacement in Various Locations, Project W12-194 – motion to recommend proceeding to advertise – **Motion by Hansey, seconded by Hartman, to approve proceeding with advertising for Bids for Fire Hydrant Replacement in Various Locations, Project W12-194. Motion Carried.**

Authorization to Advertise for Bids for Library Waterproofing & Landscaping – motion to recommend proceeding to advertise – **Motion by Hansey, seconded by DeVries, to approve advertising for Bids for Library Waterproofing & Landscaping. Motion Carried.**

Authorization to Request Proposals for Preliminary Engineering for Residential Subdivisions – discussion

Authorization to Request Proposals for Automatic Meter Reading Equipment – motion to recommend proceeding to advertise – **Motion by Hansey, seconded by Bajumpaa, to approve proceeding to advertise to Request Proposals for Automatic Meter Reading Equipment. Motion Carried.**

Amendment to Ordinance Section 44-58 Payment of user Service Charge – motion to recommend first reading of amended ordinance shortening days outstanding prior to service shutoff

Council member Hansey offered the first reading of the following Ordinance:

**ORDINANCE NO. 942
AN ORDINANCE AMENDING SECTION 44-58
PAYMENT OF USER SERVICE CHARGE**

Preliminary Engineering for Residential Subdivisions – discussion

Authorization to Advertise for Bids for Maintenance of Hanging Flower Baskets on Dakota Ave. – motion to recommend proceeding to advertise – Motion by Hansey, seconded by Hartman, to approve proceeding to Advertise for Bids for Maintenance of Hanging Flower Baskets on Dakota Avenue. Motion Carried.

Update on Litigation

Agreement with NDSCS for City Utilities – discussion

Henry Behl IV Right of Way Permit – review of Mr. Behl’s work schedule progress

PLANNING COMMISSION/RENAISSANCE ZONE AUTHORITY

Nelson said the Planning Commission met today prior to the Council meeting regarding a request to rezone property from Industrial to Residential. Nelson said much discussion was held over the course of several Planning Commission meetings, with a motion today from the Planning Commission to recommend the Council to modify/amend an Ordinance that would allow the property to be rebuilt if damaged in excess of 50%. The request tonight is to set a hearing for ordinance amendment for April 2nd at 5:00pm as a joint meeting with the Council and the Planning Commission to amend Ordinance #46-29-b to allow non-conforming uses in the Industrial I-1 District to be repaired or rebuilt, similar to previous amendments that have been made for non-conforming uses in the business districts. **Motion by Bertsch, seconded by Bohn, to set a joint hearing with the Planning Commission on April 2nd at 5:00 pm to amend Ordinance No. 46-29b. Motion Carried.**

SCHEDULING OF COMMITTEE MEETINGS

The following Committee Meetings were then scheduled:

- a. Finance Committee March 12th, 12:00 Noon
- b. Public Input Meeting for S. Side Storm Sewer March 12th, 5:00-7:00 P.M. WCC
- c. Public Works Committee March 13th, 12:00 Noon
- d. Planning Commission Meeting March 15th, 4:00 P.M.
- e. Council Retreat March 16th, 8:00 - 12:00 Noon

Motion by Mitskog, seconded by Hartman, to adjourn.

Mayor Sturdevant

Lynelle Amos, Finance Assistant