

**Wahpeton City Council**  
**August 17, 2020**  
**5:00 p.m.**

**Present:** Lambrecht, Carlson, Goltz, Wateland, Dale, Bohn, Woods II, Fobb and McNary

**Absent:** None

**Also Present:** Huwe, Hatting, Miranowski, Thorsteinson, DeVries, Amos, and O'Meara

Meeting called to order by Mayor Dale.

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

**Approval of minutes of regular meeting held August 3, 2020**

**Games of Chance Licenses, Site Authorizations & Special Permits: None**

**Presentation/Approval of Reports**

July 2020 Financial Statements

July 2020 Bill Pay Report \$1,092,184.45 – see below

Q1 2020 Lodging Tax Report

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

**Motion by Wateland, seconded by Goltz, to approve the Consent Agenda items as presented.**

**Motion carried with all voting 'aye'.**

**REPORTS FROM CITY OFFICERS AND STAFF**

**FINANCE DIRECTOR**

**Memorandum of Agreement 2020 Richland County Multi-Jurisdictional Planning Team – Request motion to approve appointment of PW Director and alternate Eng. Proj. Mgr.** – Huwe said Richland

County has received a grant from the Federal Emergency Management Agency for the purpose of preparing a FEMA approved risk reduction/risk mitigation plan. The Richland County Emergency Management Director provided a Memorandum of Agreement to each of the incorporated cities in Richland County. Huwe requested a motion approving the Mayor's signature on the agreement and the designation of Public Works Director Dennis Miranowski as the City Representative and Engineering Project Manager Kyle Rogahn as the City Alternate Representative. **Motion by Bohn, seconded by McNary, to approve the Mayor's signature on the Memorandum of Agreement for the 2020 Richland County Multi-Jurisdictional Planning Team and the designation of Public Works Director Dennis Miranowski as the City Representative and Engineering Project Manager Kyle Rogahn as the City Alternate Representative. Motion carried with all voting 'aye'.**

**Appointment of Rory McCann to the Southern Valley Economic Development Authority Board of Director – Request motion to approve** – Huwe explained the Southern Valley Economic Development

Authority Board of Directors includes two designees from the City of Wahpeton serving in alternating two year terms. Rory McCann and Brad Pauly currently represent the City of Wahpeton. Mr. McCann has requested to be re-appointed to an additional 2 year term. Huwe requested a motion approving the appointment of Rory McCann as a City of Wahpeton Representative on the Southern Valley Economic Development Authority Board of Directors. **Motion by Wateland, seconded by Lambrecht, to approve the appointment of Rory McCann as a City of Wahpeton Representative on the Southern Valley Economic Development Authority Board of Directors. Motion carried with all voting 'aye'.**

**Public Hearing on Lake Agassiz Housing Corp. Debt Refinancing – Request motion to set a public hearing for 5:00 p.m. Sept. 8th** – Huwe said Municipal Industrial Development Bonds (MIDA bonds) were issued to construct two senior apartment projects, one in Lisbon, ND and one in Wahpeton (4<sup>th</sup> Avenue Manor). The issuer, Lake Agassiz Housing Authority, would like to take advantage of lower interest rates and has proposed a refunding of the bonds. The cities of Lisbon and Wahpeton are not obligated as payers on the debt but as the jurisdictions hosting the projects will be required to conduct public hearing for the purpose of public notice to competitors. Huwe requested a motion to set a hearing on Tuesday, September 8<sup>th</sup> at 5:00 p.m. to review the issuance of congregate housing refunding improvement bonds for the Lake Agassiz Housing Corporation Project. **Motion by Woods II, seconded by Fobb, to approve setting a hearing on Tuesday, September 8<sup>th</sup> at 5:00 p.m. to review the issuance of congregate housing refunding improvement bonds for the Lake Agassiz Housing Corporation Project. Motion carried with all voting ‘aye’.**

**Refunding & Improvement Debt Issuance Review – Request referral to Finance Cmt.** – Huwe said the current interest rate environment is extremely low with tax exempt rates available at or below 2%. Mike Manstrom with Colliers would like to provide potential financing solutions for the John Randall Field RJ Hughes and Laura Hughes Drive Project. Huwe requested refunding improvement debt issuance review be referred to the Finance Committee. Mayor Dale will refer this item to the Finance, Economic Development & Personnel Committee.

**2021 Preliminary Budget** – Huwe said the 2021 Preliminary Budget is available on the City’s website under the Government tab. Budget will remain on both committee agendas. Huwe can be contacted with any questions.

**City Hall Closed Monday, September 7<sup>th</sup> for Labor Day** – Huwe said the City will observe Labor Day on Monday September 7<sup>th</sup>. City Hall will be closed and our next Council meeting will be on Tuesday, September 8<sup>th</sup>.

#### **ATTORNEY**

**Ord. 1018 the Sale of Real Property – request second reading** – Hatting explained this ordinance is a small amendment to the sale of real property ordinance, with the only change being to increase the threshold for selling real estate from \$25,000 to \$50,000.

Council member Wateland offered the second reading of the following Ordinance:

#### **ORDINANCE NO. 1018** **AN ORDINANCE AMENDING SECTION 2-506 – REAL PROPERTY**

The motion for the adoption of the foregoing Ordinance was duly seconded by Councilmember Lambrecht. Motion carried with a roll call vote 8-0.

Hatting asked for suspension of the rules to discuss an item not on the agenda. **Motion by McNary, seconded by Bohn, to approve suspending the rules to discuss an item not on the agenda. Motion carried with all voting ‘aye’.** Hatting requested setting a hearing for the street vacation in the old Central School lot area (the part of 4<sup>th</sup> Avenue between 2<sup>nd</sup> Street and 3<sup>rd</sup> Street North) on October 5<sup>th</sup> at 5:00 p.m. Notice of the public hearing needs to be published four times. A petition to vacate has been received by all affected owners, including the City of Wahpeton. **Motion by Robb, seconded by Woods II, to approve scheduling a Public Hearing for the street vacation in the old Central School lot area (the part of 4<sup>th</sup> Avenue North between 2<sup>nd</sup> Street and 3<sup>rd</sup> Street North) on October 5<sup>th</sup> at 5:00 p.m. Motion carried with all voting ‘aye’.**

Regarding the old Central School Site Development Agreement Addendum which will be discussed under the Finance Committee Report, Hatting said a minor change was requested by the developer to add

language to limit the right of first refusal to 2 years, which the City's Attorney's office had no problem with. The language was added and the developer signed the agreement, so in considering that agenda item she explained it can either be referred back to the Finance Committee for further discussion or the Council can approve that minor change tonight.

### **COMMUNITY DEVELOPMENT DIRECTOR**

**Community Development Report – The Win Column** – The 1<sup>st</sup> Annual Headwaters Music Festival held August 6<sup>th</sup> and 7<sup>th</sup> was featured in this issue.

### **PUBLIC WORKS DIRECTOR**

**Public Works Director Report** – Miranowski noted the street vacation public hearing scheduled for October 5<sup>th</sup> would be held jointly with the Planning Commission.

Miranowski requested referral to Public Works Committee **to Review and Award Bids for the Removal and Replacement of the Concrete Sidewalk Panels on Dakota Avenue**. Mayor Dale will refer this item to the Public Works & Public Safety Committee.

Miranowski requested referral to Public Works Committee **of Review and Award Bids for the Removal and Replacement of the Electrical Junction Boxes in the Sidewalks on Dakota Avenue**. Mayor Dale will refer this item to the Public Works & Public Safety Committee.

Miranowski requested referral to Public Works Committee **of S04-10 Toro Diesel Mower Possible Replacement**. Mayor Dale will refer this item to the Public Works & Public Safety Committee.

Miranowski reported ground spraying for mosquitos will take place Tuesday, August 18<sup>th</sup>. Repairs to the sink hole on 8<sup>th</sup> Avenue and 4<sup>th</sup> Street North was also discussed.

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

#### **Finance, Personnel & Economic Development Committee Report**

Wateland said the Finance, Personnel & Economic Development Committee met at 5:00 p.m. on August 10<sup>th</sup>.

**City Hall Office Workspace Update – motion to approve the bid from Hannaher's up to \$12,880 – Motion by Wateland, seconded by Fobb, to approve the bid from Hannaher's for up to \$12,880 from Capital Improvements Fund 229 for the City Hall Workspace Improvements. Motion carried with a roll call vote of 8-0.**

**Central School Site Development Agreement Addendum – motion to approve – Motion by Wateland, seconded by Fobb, to approve the Former Central School Site Development Agreement Addendum, to include the addition of the 2 year limitation language. Motion carried with all voting 'aye'.**

**Home Renovation Loan Program - discussion**

**US Treasury CARES Act Disbursement Proposal - discussion**

**2021 Preliminary Budget**

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

Bohn said the Public Works & Public Safety Committee met at 5:00 p.m. on August 11<sup>th</sup>.

**Dakota Ave. Traffic Control Box & Mural Artwork – discussion**

**WCCO Request to Dispose of Cooling Water to Sanitary Sewer – discussion**

**Geothermal System at City Hall – discussion**

**Storm Water Utility Fee Ord. 1019 – discussion**

**2<sup>nd</sup> St. N. Traffic Calming – discussion**

**2021 Budget – discussion**

**Snow Removal Policy Review**

**Yard Junk/Clutter Updates**

**Building Official Updates – discussion**

**Referrals: 1. Dakota Ave. Sidewalk Repairs**

July 2020 Bill Pay Report

<b>DISBURSEMENTS FUND</b>	<b>ACCOUNTS PAYABLE</b>	<b>PAYROLL &amp; GL</b>	<b>TOTAL</b>
101 GENERAL FUND	\$231,365.81	\$39,861.31	\$271,227.12
201 WATER OPERATING FUND	\$82,452.50	\$44,145.77	\$126,598.27
202 SANITARY SEWER OPERATING FUND	\$48,026.03	\$29,286.49	\$77,312.52
203 WASTE REMOVAL OPERATING FUND	\$27,246.09	\$1,073.56	\$28,319.65
204 WASTE REDUCTION FUND	\$1,026.25		\$1,026.25
205 VECTOR CONTROL FUND	\$4,173.24	\$4,406.24	\$8,579.48
206 STREET LIGHTING	\$20,680.52		\$20,680.52
209 LIBRARY LEVY FUND	\$13,275.04	\$13,694.68	\$26,969.72
216 AIRPORT 4-MILL LEVY FUND	\$752.00	\$791.94	\$1,543.94
226 EMPLOYEE SAFETY COMMITTEE	\$432.99		\$432.99
227 ANNUAL RESERVE WH FUND		-\$3,474.98	-\$3,474.98
229 CAPITAL IMPROVEMENTS FUND	\$9,921.05		\$9,921.05
234 SPECIAL STREET MAINT FUND	\$64,314.62		\$64,314.62
236 LEVEE MAINTENANCE	\$10,488.78	\$11,431.37	\$21,920.15
261 UNEMPLOYMENT COMP RESERVE FUND	\$69.65		\$69.65
271 ECONOMIC DEVEL DEPT FUND	\$760.94	\$11,120.72	\$11,881.66
303 MISCELLANEOUS FUND	\$2,805.16		\$2,805.16
315 TAX INCREMENT FUND	\$1,250.00		\$1,250.00
316 1% LODGING TAX (ADDTL 1/1/08)	\$5,750.00		\$5,750.00
318 WEED MAINT LEVY FUND	\$2,848.60		\$2,848.60
319 LODGING TAX FUND	\$1,544.99		\$1,544.99
320 SALES TAX OPERATING FUND	\$117,473.31		\$117,473.31
321 SALES TAX RESERVE FUND	\$1,877.00		\$1,877.00
325 SALES TAX H.E.L.P. HOUSING FUND	\$1,580.00		\$1,580.00
326 REVOLVING LOAN FUND	\$160,416.67		\$160,416.67
329 BULL RIDING EVENT	\$144.00		\$144.00
393 1% RESTAURANT TAX FUND	\$12,911.50		\$12,911.50
401 BDSGC CART SUBLEASE	\$3,499.00		\$3,499.00
574 5-2-97 (FLOOD PHASE II)	\$12,271.75		\$12,271.75
652 DANGEROUS BLDG 120 6TH ST N	\$90,105.86		\$90,105.86
659 RIVER POINTE ACRES	\$10,384.00		\$10,384.00
<b>TOTAL</b>	<b>\$939,847.35</b>	<b>\$152,337.10</b>	<b>\$1,092,184.45</b>

**SCHEDULING OF COMMITTEE MEETINGS**

The following Committee Meetings were then scheduled:

- a. Finance Committee August 24<sup>th</sup>, 5:00 PM
- b. Public Works Committee August 25<sup>th</sup>, 5:00 PM

**ADJOURNMENT**

**Motion by Wateland, seconded by Bohn, to adjourn at 5:24 p.m. Motion carried.**

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Mayor Dale

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Lynelle Amos, Finance Assistant