

Wahpeton City Council

August 5, 2013

5:00 p.m.

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

Absent: Schmidt

Also Present: Huwe, Lies, Miranowski, Thorsteinson, Broadland, Priebe, MacIver, Amos, and Gutzmer

Meeting called to order by Mayor Sturdevant.

PUBLIC HEARINGS/ETC.

Informational Presentation on Wahpeton School District Bond Referendum Wahpeton School District representatives Superintendent Rick Jacobson, Central Elementary Principal Steve Hockert, and Business Manager Laura Dokken were present to provide information regarding the October 1, 2013 Special Election for a building project involving Central Elementary, Middle School, and High School.

Doug Hockert said he was the finance chairperson for a private citizen committee that meets on Tuesdays at 7:00pm at the Wahpeton Community Center, who are encouraging a “yes” vote for both the issues being posed on the Special Election ballot on October 1st. A yes vote is needed for both in order for the vote to pass and they are to approve the \$30 million dollar project and to raise the debt limit.

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 July 15, 2013

Approval of minutes of Special Council meeting held July 29, 2013

Games of Chance Licenses, Site Authorizations & Special Permits

Wahpeton Rotary Club – Games of Chance Raffle Permit

Other Games of Chance and/or Special Permits

Presentation/Approval of Reports

Greater ND Chamber Policy Summit Invitation

NDLC Annual Meeting Agenda

Convention & Visitors Bureau Q2 Report

**Motion by Bertsch, seconded by Mitskog, to approve the Consent Agenda items as presented.
Motion Carried.**

ITEMS REQUESTED MOVED FROM THE CONSENT AGENDA None.

REPORTS FROM CITY OFFICERS AND STAFF

FINANCE DIRECTOR

Senator Heitkamp visit to Wahpeton August 26th Huwe said the Finance Committee would be combining with Senator Heidi Heitkamp’s visit for a meeting at noon at the Circle of Nations School on August 26th. She asked that if any Council members had a specific item they would like addressed with Senator Heitkamp to please let her know. She said the agenda currently focuses on the Circle of Nations funding challenges and what that means to our community.

400 Block Update – request referral to Finance Cmt. Mayor Sturdevant will refer this item to Finance, Economic Development & Personnel Committee.

2014 Contract discussion – request referral to Finance Cmt. Mayor Sturdevant will refer this item to Finance, Economic Development & Personnel Committee.

NDLC Annual Meeting Sept. 12-14 Huwe asked those interested in attending this meeting to contact Jerrilyn Gutzmer at City Hall by Friday, August 9th so arrangements can be made.

Preliminary Budget Presentation to Committee of the Whole Aug. 13th at 5 pm

ECONOMIC DEVELOPMENT DIRECTOR

Economic Development Report Priebe reported that the 3 remaining NorthPark lots are currently being advertised for sale at \$5,000 per lot. She said 2 inquiries have been received, however the callers asked if there were any larger City lots for sale and were informed of the two private developments. Priebe said information about the NorthPark lots is available on the Wahpeton website.

Priebe said she is working on a format for disposition of City-owned properties and provided copies of examples. She said it would be a summary sheet kept in a binder, which would allow for pictures to be added but also the locations of specific City-owned properties. Priebe then reviewed the information included in the examples provided, which included details about the property, infrastructure information, and marketing information. She felt this could be a really good resource. Discussion was held as to which committee should oversee this or if it should stay with the Economic Development Department. Some discussion was also held regarding the sale of City-owned flood property.

Priebe provided current pictures and gave an update of the JCPenney storefront project. She noted that the old JCPenney letters that were removed are being stored at the City shop and asked for any suggestions as to what should be done with them.

Priebe reported on the Planning Commission who met today prior to this meeting, saying they reviewed 3 items. One of those items was a Renaissance Zone application from Bob Heiser and Becky Waldera who own the former Globe Gazette building and the barbershop building on Dakota Avenue. She said the Renaissance Zone criteria was reviewed and the project is going to be done in 2 phases to meet those requirements. She said they do qualify for a 5 year property tax benefit on both buildings and reviewed those numbers. She noted that if approved, any tenants would also qualify to apply for a 5 year State Tax Income Tax exemption. Priebe said the Planning Commission acting as the Renaissance Zone Authority recommended both projects be approved and forwarded to the State for final formal approval and be given the property tax benefits. **Motion by Mitskog, seconded by Bertsch, to approve Bob Heiser and Becky Waldera's Renaissance Zone application for Rehabilitation Projects at 520/522 and 516 Dakota Avenue for a 100% property tax exemption on improvements only for five years. Motion Carried with all voting 'aye'.**

Priebe reported that the Planning Commission also brought a motion back that had been tabled at their Public Hearing on July 18th regarding the 6th Street South Rezone. She said the motion was not to rezone, or to deny the petition to rezone the property on 6th Street South on the west side from 7th Avenue to 11th Avenue, and the motion passed unanimously (7-0). Lies said he realized this request for rezoning was taken up by petitioners, and explained that under ordinance either the landowners, City Council or the Planning Commission can initiate the rezoning process. The recommendation of the Planning Commission has now been made not to rezone so the City Council can either do nothing or can proceed with an attempt to rezone and schedule a public hearing themselves which would require an approved motion to proceed with the Council considering rezoning the property despite the contrary recommendation from the Planning Commission. This would take about 3 weeks to make the required notices and publications. Discussion held. No further action will be taken at this time.

PUBLIC WORKS DIRECTOR

Miranowski requested referral to PW/PS Committee for consideration of **Moving the Hydrant on the East Side of 4th Street and Cottonwood Court**. Mayor Sturdevant will refer this item to the Public Works & Public Safety Committee.

Miranowski requested referral to PW/PS Committee to address **the Compost Site on 14th Avenue and 11th Street North**. Mayor Sturdevant will refer this item to the Public Works & Public Safety Committee.

TCS Plaza Renovation Project – Request for Approval of Change Order A copy of the change order was provided. Miranowski explained the \$14,150.00 increase was for storm sewer replacement on the north side of Town Centre Square for issues that were uncovered during construction of the TCS Plaza renovations project but was not done or funded as part of that project. **Motion by Hansey, seconded by DeVries, to approve the Change Order No. 2 for the Town Centre Square Plaza Renovation Project No. PW12-209 in the amount of \$14,150.00 to be funded by the Special Transportation Fund. Roll Call vote 7-0. Motion Carried.**

Weed Board Meeting Tues. Aug. 13th at 11:30 am

PW Report – Miranowski gave an update on the status of following City projects: Cul de sac improvements projects/Oakwood Court, 6th Street South Shared Use Path, Briarwood Flood Protection, West Side Development, South Side Drainage Project, and Commercial Streets.

COMMUNICATIONS FROM THE MAYOR & COUNCIL

Additional Appointments: Library Board & Convention & Visitors Bureau

Mayor Sturdevant read the additional appointments to the Library Board and Convention & Visitors Bureau. **Motion by Bohn, seconded by DeVries, to accept the appointments to the Library Board and Convention & Visitors Bureau as follows: Library Board (3 year terms): Mary Ruth Franzen (term ending 2016); Convention & Visitors Bureau (4 year terms): Ken Harty (term ending 2017). Motion Carried with all voting ‘aye’.**

REPORTS FROM THE CITY COUNCIL COMMITTEES

Finance, Personnel & Economic Development Committee Report

Bohn said the Finance, Personnel & Economic Development Committee met at noon on July 22nd.

Review of Project Manager Job Description – motion to recommend approval of the revised position description – Motion by Bohn, seconded by Dale, to approve the revised Engineering Project Manager Job Description and to authorize proceeding with filling the position. Motion Carried with all voting ‘aye’.

Public Works Public Safety Committee Report

Hansey said the Public Works Public Safety Committee met at 5:00 pm on July 23rd.

Policy for designation of Handicapped Parking Spaces on Public Streets – motion to recommend denial of request – Hansey reported that the Public Works Committee had made a motion and a second to deny the request but since then some additional information has been received so he asked that the item be referred back to Public Works Committee. Mayor Sturdevant will refer this item back to the Public Works & Public Safety Committee.

Review of Engineering Project Manager Job Description – motion to recommend approval of the revised position description – Hansey said the PW Committee concurred with the motion brought forward earlier by Bohn.

Update on Comstock/Rosewood Addition – discussion

Roof Repairs on Old City Hall – motion to recommend minor repair and advertisement of the property for sale – **Motion by Hansey, seconded by DeVries, to approve the minor repair and advertisement of the Old City Hall Property for sale.** Discussion held. Lies felt there should be some kind of a clawback requiring something be done with the building within a certain time period. It was noted approving this motion would still give time to come up with some type of proposal and plan. **Motion Carried with all voting ‘aye’.**

Sewer Service Reconnection at 121 Dakota Ave. – discussion

Vector Control Fee

Disposition of City Owned Lots – ongoing discussion

SCHEDULING OF COMMITTEE MEETINGS

The following Committee Meetings were then scheduled:

- a. Finance Committee August 12th, 12:00 Noon
- b. Public Works Committee August 13th, 12:00 Noon
- c. Committee of the Whole Preliminary Budget Presentation August 13th, 5:00 PM
- d. Planning Commission August 15th, 4:00 pm

Huwe noted that the Weed Board Meeting will be held August 13th, 11:30 AM.

Motion by Mitskog, seconded by Bertsch, to adjourn at 6:20pm.

Mayor Sturdevant

Lynelle Amos, Finance Assistant