

Wahpeton City Council

December 1, 2014

5:00 p.m.

Present: Schmidt, Lambrecht, Bertsch, Hansey, DeVries, Dale, Bajumpaa, and Wateland

Absent: Mitskog

Also Present: Huwe, Lies, Miranowski, Thorsteinson, Broadland, Priebe, Guck, Amos, and Cain

Meeting called to order by Mayor Hansey.

PUBLIC HEARINGS/ETC.

Proclamation – REALTOR Ring Day for the Red Kettles – On behalf of Mayor Hansey, Bertsch read a proclamation declaring “REALTOR Ring Day December 5, 2014”, and urged all Wahpeton citizens to contribute to the Red Kettle Campaign. The proclamation was presented to the Wahpeton-Breckenridge Board of Realtors representative Donna Keogh.

Economic Development Director Priebe introduced the new Economic Development Assistant, Cheryl O’Meara, who started employment with the City of Wahpeton that day. She was welcomed by the Mayor and Council.

CONSENT AGENDA ITEMS (presented by the Mayor) ó

Approval of minutes of regular meeting held November 17, 2014

Games of Chance Licenses, Site Authorizations & Special Permits:

Other Games of Chance and/or special permits:

Wahpeton All Sport Booster Club

Wahpeton Buffalo Club

Presentation/Approval of Reports

ND Dept. of Health Correspondence on Disposal Services, Inc./Prairie View Landfill

2014 ND Finance Facts <http://www.legis.nd.gov/files/resource/finance-facts/2014ndfinacefacts.pdf?20141124153307>

2015 Calendar of City Council Meetings

Mayor Hansey asked if there were any items to be removed from the consent agenda and there were none. **Motion by DeVries, seconded by Bajumpaa, to approve the Consent Agenda items as presented. Motion carried with all voting ‘aye’.**

REPORTS FROM CITY OFFICERS AND STAFF

FINANCE DIRECTOR

2015 City Council Goals & Priorities ó As a result of the recent City Council Retreat, Huwe said goals and priorities were designated for 2015, copies of which were provided. She said the Leadership Team will assign a City staff member to each goal to try to set some objectives that can be brought back to the Council for review so can start pursuit of each of these goals.

2015 City License Renewals ó Huwe said a list of the 2015 City License renewals for miscellaneous and liquor licenses was provided, and explained that 3 of the license applications were incomplete. She requested the list be approved as presented contingent upon compliance from each of the applicants. **Motion by Schmidt, seconded by Bertsch, to approve the 2015 City License Renewals as presented contingent upon full compliance by each of the applicants.** Discussion held. **Motion carried with all voting ‘aye’.**

2014 Tax Levy Summary ó Huwe explained that each year the Richland County Auditor provides an abstract of the taxes levied on Wahpeton residents. She said for indebtedness purposes it is called overlapping taxing, as you can have multiple taxing jurisdictions on one piece of property. A typical Wahpeton resident is paying property taxes to the State General Fund, to Richland County, to the School District, to the Wahpeton Park Board, and to the City of Wahpeton. Huwe said there is a trend happening with taxes going down, pointing out the current mills levied at 413.13 and for 2014 the mill rate is 405.91, with both the City and County coming down a little bit. She then talked about the value of the mill. She said any questions regarding the document could be directed to her.

Victims' Impact Panel Request to Disburse & Close the Fund ó Huwe said starting in August 2010, Darlene Lee of the Richland County Community Service Office asked if the City would act as the fiscal agent for the Victims' Impact Panel, whose revenue is generated from the sentencing process of both the Municipal Court Judge and the District Court Judge. Offenders as part of their punishment would be required to attend mandatory Victims' Impact events which they paid to attend. The fund total is currently \$5,452.97 and between the Municipal Court Judge and the District Court Judge they have decided to no longer use this as a sentencing tool so would like to see the fund disbursed and the fund can be dissolved at their request. The Council is being asked for permission to disburse the funds with one half of the proceeds to the DUI Court and the other half to the Three Rivers Crisis Center. **Motion by Bertsch, seconded by Lambrecht, to approve disbursing the Victims' Impact Panel funds totaling \$5,452.97 to be divided equally between the DUI Court and the Three Rivers Crisis Center and to close the fund. Motion carried with a roll call vote of 7-0.**

2015 Utility Rates – request referral to Finance Cmt. & PW Cmt. ó Mayor Hansey will refer this item to Finance, Economic Development & Personnel Committee, and also to the Public Works & Public Safety Committee.

ATTORNEY

Negotiations with Hay Group for Pay Study ó Lies said he was given the task of renegotiating the Hay Group contract for the proposed Pay Study. He said they were able to negotiate the cost down from \$31,700 to \$24,900. They will be given 6 months instead of three months, and advised them there are 3 cities of comparable size who had recent studies done and they agreed to reduce their bid. The City has a proposed contract with the Hay Group for the pay study for \$24,900. **Motion by Dale, seconded by Bajumpaa, to approve the proposed contract with the Hay Group for a Pay Study in the amount of \$24,900. Motion carried with a roll call vote of 7-0.**

ECONOMIC DEVELOPMENT DIRECTOR

Economic Development Report ó Priebe said the Planning Commission acting as the Renaissance Zone Authority met just prior to this meeting and reviewed a request for Charles and Laurie Bigwood who have plans to purchase the property at 622 11th Avenue South and make major improvements. The RZA reviewed the application, plans, and drawings for the project. Plans are to lease a portion of the structure to Bigwood Electric, so this is also a request for a RZ Lease Project. Renovations include and are not limited to new HVAC, insulate the ceiling throughout, new interior fire walls to be constructed, creation of upper floor classroom/meeting room space, new windows and doors, and new electric/gas services. The property is zoned Light Industrial and is located in RZ Block 25-A. City Assessor Broadland estimated the current true and full value of the buildings at \$163,200 with the land valued at \$53,600 for a total of \$216,800. With the estimates provided by the Bigwoods the approximate value of the building after improvements have been completed are estimated at \$481,000 with a 5-year Property Tax benefit of approximately \$26,960. Priebe said the RZA recommends the Wahpeton City Council approve the application from Charles and Laurie Bigwood as a RZ Purchase with Major Improvements Project AND for Big Woods Electric Motor, Inc. as a RZ Lease Project contingent on all documentation submitted meets all local and state requirements. **Motion by Dale, seconded by Schmidt, to approve the application from Charles and Laurie Bigwood as a Renaissance Zone Purchase with Major Improvements Project at 622 11th Avenue South, AND for Big Woods Electric Motor, Inc. as a Renaissance Zone Lease Project at 622 11th Avenue**

South, contingent on all documentation submitted meets all local and state requirements.

Charles Bigwood addressed the Council and explained/described the details of the project. **Motion carried with a roll call vote of 7-0.**

LABRARIAN

Library Report ó Guck said in January 2015 the Leach Library will start circulating music CDø and are looking for donations to add to their inventory. She said they are looking for CDø across all genres, classical, jazz, classic rock/classic artists, etc., to build a core collection for circulation. Along with donations, Guck said the library will be purchasing some CDø with collection development funds and will be asking the Friends of the Library for some funds to get the collection started.

PUBLIC WORKS DIRECTOR

PW Report ó Miranowski requested referral to Public Works Committee **of Change Order for Well #3 for various electrical items and, also, consideration of moving the completion date back.**

Mayor Hansey will refer this item to the Public Works & Public Safety Committee.

Miranowski requested referral to Public Works Committee **to consider Extending the Water Main to create a loop with 4th Street North into West Briarwood.** Mayor Hansey will refer this item to the Public Works & Public Safety Committee.

Miranowski requested referral to Public Works Committee **of 2015 Seal Coat Project.** Mayor Hansey will refer this item to the Public Works & Public Safety Committee.

Miranowski requested referral to Public Works Committee **of a Supplemental Agreement with Interstate Engineering to add water main, streets, sewer, and storm sewer to the 3rd Avenue North Agreement for 1st Street from Dakota Avenue to 3rd Avenue North.** Mayor Hansey will refer this item to the Public Works & Public Safety Committee.

Miranowski provided an update on the 16th Avenue Lift Station. He said the contractor is mobilized and are working, and tomorrow they will start working on a 6ö force main that comes from Lift Station #7 then in the afternoon should be able to start on the 12ö force main that comes from #2 and building all those components, with the actual bypassing starting tomorrow so will be relying on the pumps. He said it is hoped that by the end of next week the project will be completed. A project meeting will be held at 9:30am on Tuesday in the Community Room at City Hall.

When asked, Miranowski also provided an update on Well #3. He said they are waiting on delivery of a 10ö valve that should be delivered on Thursday and as soon as it is received all of the pipe will be assembled above ground, then will start digging and connecting all the pipework. Once that is done they will start construction of building.

COMMUNICATIONS FROM THE MAYOR & COUNCIL

Recommendation from Mayor's Taskforce on Old City Hall ó Mayor Hansey said the recommendation to the Council is to Renovate Old City Hall for use as a Police Station; (Council to determine an acceptable budget number with a project designed to accommodate the funds available). Mayor Hansey will refer this item to Finance, Economic Development & Personnel Committee, and also to the Public Works & Public Safety Committee.

REPORTS FROM THE CITY COUNCIL COMMITTEES & BOARDS

Finance, Personnel & Economic Development Committee Report (no meeting held November 24th)

Public Works Public Safety Committee Report

DeVries said the Public Works Public Safety Committee met at noon on November 25th.

Dilapidated Properties Report

Street Light Timing on Dakota Ave. Corridor

SCHEDULING OF COMMITTEE MEETINGS

The following Committee Meetings were then scheduled:

- a. Finance Committee December 8th, 12:00 Noon
- b. Public Works Committee December 9th, 12:00 Noon

Motion by Wateland, seconded by Bertsch, to adjourn at 5:40 p.m.

Mayor Hansey

Lynelle Amos, Finance Assistant