

**Wahpeton City Council
December 3, 2012**

Present: Bertsch, Schmidt, Sturdevant, Dale, and Bohn

Absent: Hansey, Mitskog, DeVries, Bajumpaa

Also Present: Huwe, Lies, Nelson, Thorsteinson, Broadland, Priebe, 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 November 19, 2012

Games of Chance Licenses, Site Authorizations & Special Permits

Raffle Permit – Wahpeton Buffalo Club

Other Games of Chance and/or Special Permits

Presentation/Approval of Reports

Dilapidated Properties Report 11-27-12

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

ITEMS REQUESTED MOVED FROM THE CONSENT AGENDA None.

REPORTS

FINANCE DIRECTOR

2013 City License Applications Huwe said the 2013 City License applications were due December 1st, 2012, and provided a spreadsheet containing the information for the liquor licenses as well as 19 miscellaneous business licenses. She commented that everyone who is a current 2012 license holder made re-application for 2013 with the exception of a few changes in the tobacco licenses. Huwe explained that for a City tobacco license a fee is not charged but businesses are required to provide a copy of their State tobacco seller's license and a no dollar license is issued. She added that due to the change in the smoking law there have been several entities that have chosen not to renew their license to sell tobacco products. Huwe said of the 11 liquor license applicants, the Wahpeton Eagles Club formerly carried a Class A License and has chosen to apply for a Class C License and she requested this item be referred to the Finance Committee. Mayor Sturdevant will refer this item to Finance, Economic Development & Personnel Committee. Huwe then requested approval of the 2013 City License applications as presented with the caveat that liquor license holders are subject to a physical site inspection prior to the license being issued.

Motion by Bohn, seconded by Dale, to approve the 2013 City License applications as presented with the caveat that liquor license holders are subject to a physical site inspection prior to the license being issued. Motion Carried.

Request to Review Liquor License Ordinance – request referral to Finance Cmt. Mayor Sturdevant will refer this item to Finance, Economic Development & Personnel Committee.

Capital Improvements Cmt. Meeting Huwe said the Capital Improvements Committee is scheduled to meet December 13th at noon and will try to provide information to those committee members prior to the meeting.

2012 Tax Levy Summary Huwe provided tax levy information and reviewed a few key points. She said the total taxes payable by City tax payers in 2012 was \$5,981,855, and for 2013 operating budgets that total amount decreases by \$46,864 to \$5,934,991. The total mills levied for City taxpayers is 435 mills for 2012 and will decrease 10.38 mills to 424.62 in 2013. The mill decrease is 2 mills less for City services, 1.2 mills less for the school district, and 7.25 mills less for County services. The dollars levied for City services in 2012 was \$1,735,563, and the total dollars levied for City services for the 2013 budget is \$1,735,128 which is \$435 less. Huwe said the value of a mill in Richland County increased from \$59,646 to \$65,877 primarily attributed to agricultural land value increases. The City of Wahpeton's taxable valuation for this current year was 23% of Richland County's valuation and for 2013 this percentage drops to 21%.

Legislative Review Meeting Dec. 5th Huwe said this meeting will be held in Bismarck Wednesday, December 5th, which she and City Assessor Broadland will be attending to get a preview of the legislation that's going to be presented in the next session and also to hear the presentation of Governor Dalrymple's proposed budget for next year. She noted the allocation of resources will be a primary topic this year and is interested to see that outcome.

ECONOMIC DEVELOPMENT DIRECTOR

Economic Development Report – Priebe said she had previously reported that the Community Development Corporation (CDC) and Economic Development Commission (EDC) would be holding their annual joint meeting on December 12th but due to conflicts this meeting will not be held this year. The EDC only will be meeting December 12th. She said the CDC is scheduled to meet on December 19th.

Priebe provided an updated Toolbox of Programs available in the City of Wahpeton through the Economic Development Department which she reviewed. She said information is listed for 9 headings of City available programs and 9 headings of available Regional and Federal programs along with several sub-programs.

Priebe then gave an update on the Christmas decorations. She said the 34' lighted metal tree by the volunteer park next to the river has been installed and its picture posted on the City of Wahpeton Facebook page. She said a metal sign will also be displayed when completed.

PUBLIC WORKS DIRECTOR NELSON

Assessment District for 16th Ave. N. Reconstruction, 11th St. N. to ND Hwy. 210 – request referral to PW Cmt. Mayor Sturdevant will refer this item to the Public Works & Public Safety Committee.

Nelson requested referral to Finance Committee for **Utility Rates Review**. Mayor Sturdevant will refer this item to Finance, Economic Development & Personnel Committee.

Nelson requested referral to PW Committee for **Leach Library Lift Repairs and Door Replacement**. Mayor Sturdevant will refer this item to the Public Works & Public Safety Committee.

COMMUNICATIONS FROM THE MAYOR & COUNCIL

Confirm Appointments to Bois de Sioux Golf Board Mayor Sturdevant said 2 Bois de Sioux Golf Board directors need to be appointed and asked for confirmation of his appointments of Mike Lee who will replace Jason Sirek, and reappointment of Doug Hockert who will be the new incoming President. **Motion by Schmidt, seconded by Bertsch, to confirm Mayor Sturdevant's appointment of Mike Lee and re-appointment of Doug Hockert to the Bois de Sioux Golf Board. Motion Carried.**

REPORTS FROM THE CITY COUNCIL COMMITTEES

Finance, Personnel & Economic Development Committee Report

Bohn said the Finance, Personnel & Economic Development Committee did not meet on November 26th.

Public Works Public Safety Committee Report

Dale said the Publics Works Public Safety Committee met at noon on November 27th.

Maintenance Certification for Urban Federal Aid Projects – motion to recommend concurrence and submittal – Motion by Dale, seconded by Schmidt, to approve concurrence and submittal of the Maintenance Certification for Urban Federal Aid Projects. Motion Carried.

Change Order No. 3 Leach Library Basement Waterproofing & Grounds Improvements Proj. No. L10-176 – motion to recommend approval \$2,484.00 to Comstock Construction – Motion by Dale, seconded by Schmidt, to approve Change Order No. 3 Leach Library Basement Waterproofing & Grounds Improvements Project No. L10-176 in the amount of \$2,484.00 to Comstock Construction. Roll call vote 4-0. Motion Carried.

Change Order No. 1 for Briarwood Flood Protection Levee, Proj. No. FL12-199 – motion to recommend approval \$36,250.00 to Reiner Contracting – Motion by Dale, seconded by Schmidt, to approve Change Order No. 1 for Briarwood Flood Protection Levee, Project No. FL12-199 in the amount of \$36,250.00 to Reiner Contracting. Roll call vote 4-0. Motion Carried.

Professional Services Agreement for Town Centre Square Plaza Rehabilitation, Proj. No. PW12-208 – motion to recommend approval of proposal from Interstate Engineering \$24,140 – Motion by Dale, seconded by Schmidt, to approve Professional Services Agreement for Town Centre Square Plaza Rehabilitation, Proj. No. PW12-208 with Interstate Engineering in the amount of \$24,140. Discussion held. Roll call vote 4-0. Motion Carried.

11th St. N. Reconstruction Funding – motion to recommend proceeding with 11th St. project to fully utilize Federal Funding available – Motion by Dale, seconded by Schmidt, to proceed with 11th Street North Reconstruction Project to fully utilize Federal Funding available. Motion Carried.

Public Works Dept. Organization & Succession Plan – discussion

City ordinance related to ND Smoke Free Law – discussion

Dilapidated Properties Report

SCHEDULING OF COMMITTEE MEETINGS

The following Committee Meetings were then scheduled:

- a. Finance Committee December 10th, 12:00 Noon
- b. Public Works Committee December 11th, 12:00 Noon
- c. Capital Improvements Committee December 13th, 12:00 Noon

Mayor Sturdevant noted that the Flood Committee would be meeting on Friday, December 7th at noon.

Motion by Bertsch, seconded by Schmidt, to adjourn at 5:25pm.

Mayor Sturdevant

Lynelle Amos, Finance Assistant