

**Wahpeton City Council**  
**February 16, 2021**  
**5:00 p.m.**

**Present:** Carlson, Goltz, Wateland, Dale, Fobb, and McNary

**Present Remotely:** Bohn and Woods II

**Absent:** Lambrecht

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

Meeting called to order by Mayor Dale.

**PUBLIC HEARINGS/CITIZEN CONCERNS/ETC.**

**Coronavirus Update, Kayla Carlson MPH Health Services Director Richland County** – Kayla Carlson, Health Services Director for the Richland County Health Department, updated the Council on the coronavirus vaccine. She said they have completed Phase 1A and are onto Phase 1B, and provided information on clinics scheduled to be held. So far, the Health Department has administered 1,160 first doses and 682 second doses, for a combined total of 1,842 doses. They are currently working on brochures to be distributed throughout the county to let individuals know when they are eligible for the vaccine. Herd immunity is their marketing theme. She encouraged the continuance of mask use and social distancing.

**Appointment of Assistant City Attorney Chelsey Stoppeworth** – City Attorney Hatting requested confirmation of the appointment of Chelsey Stoppeworth as an Assistant City Attorney. **Motion by Wateland, seconded by Goltz, to approve confirming the appointment of Chelsey Stoppeworth as an Assistant City Attorney for the City of Wahpeton. Motion carried with all voting ‘aye’.**

**Moore Engineering Introduction & Overview** – Rich Slagle of Moore Engineering provided a brief history of the company and announced that they have completed their move into the KBMW building on Dakota Avenue. He then introduced Andrew Aakre, Senior Project Manager for Moore Engineering for this area, who provided a brief background of himself and the ten years he has been with Moore Engineering, with the majority of his experience working with municipalities. He said his goal is to do his part to help improve the lives in this community.

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

**Approval of minutes of regular meeting held February 1, 2021**

**Approval of minutes of special meeting held February 8, 2021**

**Games of Chance Licenses, Site Authorizations & Special Permits:**

Zonta Club of Breckenridge Wahpeton – Raffle Permit

**Other Games of Chance and/or Special Permits:**

Mallie Ann Breuer Scholarship Foundation – Raffle Permit

**Presentation/Approval of Reports**

Q4 2020 1% Restaurant Tax Report

December 31, 2020 Wahpeton Municipal Court Annual Report

January 2021 Bill Pay Report \$1,901,468.59 – see below

January 2021 Financial Statements

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

## **REPORTS FROM CITY OFFICERS AND STAFF**

### **FINANCE DIRECTOR**

**67<sup>th</sup> Legislative Session Update** – Huwe said today is Day 29 of the Legislative Session – meaning they are 36% through the 80-day limit. There are 909 bills and resolutions introduced, and 377 have passed their initial committee hearing, 363 have crossed to the opposite house/senate, 208 have had hearings so far and 175 bills have failed or been withdrawn. Cross-over is February 26<sup>th</sup>. Huwe said she provided input today on HB 1419 relating to the authority of cities and counties to levy an infrastructure fee in lieu of special assessments. The bill would give cities and counties the option to implement a monthly fee in lieu of future special assessments. It is an interesting proposal that may need additional definitions of eligible and ineligible uses before there is further legislative consideration. Legislation sensitive to cities will continue to be monitored and testimony and/or input will be provided when possible.

**Request Appointment to SVEDA Board of Directors** – Huwe explained the cities of Wahpeton and Breckenridge, the Richland County Jobs Development Authority, and Wilkin County entered into a joint powers agreement in January of 2017 for the purpose of regional economic development. The City of Wahpeton appoints two of the 8 board members to two-year staggered terms. Rory McCann’s initial term has been fulfilled and he has requested re-appointment. Huwe requested confirmation of the re-appointment of Rory McCann to the SVEDA Board of Directors to a term ending December 31, 2022. **Motion by Goltz, seconded by McNary, to confirm the re-appointment of Rory McCann to the Southern Valley Economic Development Authority Board of Directors to a term ending December 31, 2022. Motion carried with all voting ‘aye’.**

**Bois de Sioux Golf Club House Mtc. Issues – request referral to PW Cmt.** – Huwe said the Bois de Sioux Golf Club House is preparing for the 2021 golf season, and the primary water heater in the building needs to be replaced. She requested replacement of the Bois de Sioux Golf Club House water heater be referred to the Public Works Committee for consideration. Mayor Dale will refer this item to the Public Works & Public Safety Committee.

**Capital Improvements Calendar** – Huwe announced City staff will be working on the Capital Improvements Plan in the next several weeks, with referral for committee review on April 5<sup>th</sup> and adoption of the updated five-year plan on May 17<sup>th</sup>.

**Finance Committee Agenda Items** – Huwe said the Finance Committee has three issues for ongoing consideration that will be moved to the top of the agenda: Home Repair and Improvement Program Funding Options, 400 Block Default Next Steps, and Ordinance 1021 Business Licensing.

### **COMMUNITY DEVELOPMENT DIRECTOR**

**Community Development Report – Referral from Recreation Center Ad-Hoc Committee** – DeVries reported the committee was not ready to make a recommendation at this time.

DeVries requested referral to the Finance Committee of Downtown Green Space. Mayor Dale will refer this item to the Finance, Economic Development & Personnel Committee.

**The Win Column** – This issue focused on the importance of partnerships, cooperation, and collaboration in the community of Wahpeton.

**LIBRARY DIRECTOR**

**Library Report** – Bakken reported the public/patrons are excited to be back inside the library. Library hours will be Monday-Thursday 9:00am to 6:00pm, and Friday 9:00am – 4:00pm. Tax forms are available at the library for those interested. Patrons were reminded that there is an abundance of online resources available, including children’s resources, and a few of them were mentioned. The Mid-Winters Read Program is half way over but patrons can still join. The program ends March 5<sup>th</sup>. It was then noted that microfilm of the local newspaper is available dating back to 1883 for those interested. A Library Board meeting is scheduled for Thursday, February 25<sup>th</sup> at 4:00pm in the lower level activity room.

**PUBLIC WORKS DIRECTOR**

**ND DOT COVID Relief Funds – request referral to PW Cmt.** – Mayor Dale will refer this item to the Public Works & Public Safety Committee.

**Woodland Dr. Mill & Overlay Proj. ST20-257 – request referral to PW Cmt.** – Mayor Dale will refer this item to the Public Works & Public Safety Committee.

Miranowski requested referral to Public Works Committee **of Consideration of an Agreement with ND DOT in Managing Wireless Telecommunications Facilities in the City’s Right-Of-Way.** Mayor Dale will refer this item to the Public Works & Public Safety Committee.

Miranowski requested referral to Public Works Committee **of the Agreement with Braun Intertech for Soil Testing.** Mayor Dale will refer this item to the Public Works & Public Safety Committee.

Miranowski requested referral to Public Works Committee **of an Update on Sanitary Sewer System Agreements and the Issue of Industrial Waste in the City’s System.** Mayor Dale will refer this item to the Public Works & Public Safety Committee.

**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 February 8<sup>th</sup>.

**Debt Refinancing Proposal from Colliers**

**Homestead Development Overview**

**Police Dept. Computer Network Update – motion** to approve up to \$35,000 to implement a replacement plan – **Motion by Wateland, seconded by Fobb, to approve up to \$35,000 from the Capital Improvements Fund for the Police Department Computer Network Update to implement a 4-year rotational technology replacement plan. Motion carried with a roll call vote of 7-0.**

**Residential Lot Development Proposals (action taken at Special Council Mtg. Feb. 8<sup>th</sup>)**

**Public Works & Public Safety Committee Report (no meeting held)**

January 2021 Bill Pay Report

<b>DISBURSEMENTS FUND</b>	<b>ACCOUNTS PAYABLE</b>	<b>PAYROLL &amp; GL</b>	<b>TOTAL</b>
101 GENERAL FUND	\$283,702.30	\$43,160.96	\$326,863.26
201 WATER OPERATING FUND	\$55,432.31	\$45,091.91	\$100,524.22
202 SANITARY SEWER OPERATING FUND	\$40,890.70	\$28,704.02	\$69,594.72
203 WASTE REMOVAL OPERATING FUND	\$31,092.35	\$1,094.88	\$32,187.23
204 WASTE REDUCTION FUND	\$2,431.67		\$2,431.67
205 VECTOR CONTROL FUND	\$65.06	\$1,324.56	\$1,389.62

206 STREET LIGHTING	\$15,798.95		\$15,798.95
209 LIBRARY LEVY FUND	\$4,292.08	\$13,886.12	\$18,178.20
216 AIRPORT 4-MILL LEVY FUND		\$717.66	\$717.66
227 ANNUAL RESERVE WH FUND		-\$4,417.58	-\$4,417.58
229 CAPITAL IMPROVEMENTS FUND	\$40,838.67		\$40,838.67
233 REAL ESTATE LEVY FUND	\$1,525.00		\$1,525.00
234 SPECIAL STREET MAINT FUND	\$162.00		\$162.00
236 LEVEE MAINTENANCE	\$5,961.39	\$9,188.28	\$15,149.67
271 ECONOMIC DEVEL DEPT FUND	\$358.09	\$11,500.26	\$11,858.35
303 MISCELLANEOUS FUND	\$2,907.49		\$2,907.49
315 TAX INCREMENT FUND	\$1,250.00		\$1,250.00
319 LODGING TAX FUND	\$425.15		\$425.15
320 SALES TAX OPERATING FUND	\$982,405.67		\$982,405.67
321 SALES TAX RESERVE FUND	\$10,364.00		\$10,364.00
323 SALES TAX DEVELOPERS AGMNT RES	\$176,000.00		\$176,000.00
324 SALES TAX MINI MATCH RSRV FUND	\$1,416.25		\$1,416.25
326 REVOLVING LOAN FUND	\$476.67		\$476.67
345 SPECIAL ASSESSMENT ASSISTANCE	\$449.39		\$449.39
365 PD SPEC EQUIP SINKING FUND	\$337.08		\$337.08
393 1% RESTAURANT TAX FUND	\$10,353.06		\$10,353.06
401 BDSGC CART SUBLEASE	\$285.00		\$285.00
574 5-2-97 (FLOOD PHASE II)	\$1,255.65		\$1,255.65
665 E. SAN. SEWER PH B SS18-243	\$27,738.76		\$27,738.76
668 JR FIELD PARKING LIT & HUGHES DR	\$46,252.78		\$46,252.78
675 WELL FIELD RECLO PROJ W19-251	\$350.00		\$350.00
676 DOWNTOWN S. STREETS ST20-255			\$0.00
677 CENTRAL SCHOOL SITE ST20-256	\$6,400.00		\$6,400.00
<b>TOTAL</b>	<b>\$1,751,217.52</b>	<b>\$150,251.07</b>	<b>\$1,901,468.59</b>

### **SCHEDULING OF COMMITTEE MEETINGS**

The following Committee Meetings were then scheduled:

- a. Finance Committee February 22<sup>nd</sup>, 5:00 PM
- b. Public Works Committee February 23<sup>rd</sup>, 5:00 PM

### **ADJOURNMENT**

**Motion by Wateland, seconded by McNary, to adjourn at 5:39 p.m. Motion carried.**

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Mayor Dale

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Lynelle Amos, Finance Assistant