

Wahpeton City Council
February 3, 2020
5:00 p.m.

Present: Miller, McCann, Dale, Bohn, Wateland, and McNary

Absent: Bajumpaa

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

CALL TO ORDER

Meeting called to order by Mayor Dale.

CONSENT AGENDA ITEMS (presented by the Mayor) ó

Approval of minutes of regular meeting held January 21, 2020

Games of Chance Licenses, Site Authorizations & Special Permits:

Zonta Club Breckenridge-Wahpeton ó Raffle Permit

Southern Valley Figure Skating Club, Inc. ó Site Authorization

Southern Valley Figure Skating Club Amusement Device Licenses (2) ó electronic pull tab machines at the Driftwood Lounge

Other Games of Chance and/or Special Permits:

Relay for Life of Richland & Wilkin Counties ó Raffle Permit

Valley Lake Boy's Home, Inc. ó Raffle Permit

Presentation/Approval of Reports

January 2020 ND SWC Newsletter

Census 2020 Response Rate Challenge

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

REPORTS FROM CITY OFFICERS AND STAFF

FINANCE DIRECTOR

Update on Fiscal Year End 2019 – request motion to approve schedule of fund activity ó Huwe explained the Statement of Fund Activity is a monthly report depicting beginning fund balances, year to date revenues, expenses and current fund balances and is provided to the Council as required in the ND Century Code. The overall fund balances increased \$2,383,331 over the year as several large capital improvement projects were completed with permanent debt financing. The Century Code also requires the fiscal year end Statement of Fund Activity be published in the official newspaper prior to March 1st, and the City's will be published in the February 14th edition of the Daily News. She requested a motion acknowledging receipt of the 2019 fiscal year end Statement of Fund Activity. **Motion by McCann, seconded by Miller, to approve acknowledging receipt of the 2019 Fiscal Year End Statement of Fund Activity. Motion carried with all voting 'aye'.**

Request Confirmation of Appointments and Terms for the BDSGC Board of Directors ó

Huwe said the Bois de Sioux Golf Board has several new directors. The Board members are elected or selected by the membership at their annual meeting or as resignations occur. The following names and terms are submitted to the Council for consideration and confirmation of appointment:

Dominique Schuler term ending 2020, Tyler Baukol term ending 2021, and Justin Riveland and Don Lingen with terms ending in 2022. Brianne Evans will continue as the Ladies League President/Representative to the Board for 2020. Huwe requested a motion to approve the Bois de Sioux Golf Club appointments as presented. **Motion by Bohn, seconded by Wateland, to approve the confirmation of Appointments to the Bois de Sioux Golf Club Board of Directors as follows: Dominique Schuler term ending 2020; Tyler Baukol term ending 2021; and Justin Riveland and Don Lingen with terms ending in 2022; and Brianne Evans to continue as the Ladies League President/Representative to the Board for 2020. Motion carried with all voting ‘aye’.**

Resolution 3738 Authorizing SRF Application for E. Side Sanitary Sewer Proj. Ph. B ó Huwe said the State of North Dakota maintains revolving loan funds for clean water (sanitary sewer) projects and drinking water projects. Recent projects accessing these funds include the East Side Sanitary Sewer Project and the 3rd Avenue North Reconstruction Project. Older examples include the water tower adjacent to Walmart and the lagoon aeration project. The ND Department of Environmental Quality requires adoption of a resolution by the Council prior to submission of an application for consideration. Resolution 3738 seeks authorization to seek loan funds for the Eastside Sanitary Sewer Project Phase B. Huwe requested a motion to approve Resolution 3738.

Council member McCann offered the following and moved its adoption:

RESOLUTION NO. 3738
RESOLUTION OF THE CITY OF WAHPETON RELATING TO
AUTHORIZATION TO FILE AN APPLICATION WITH THE NORTH DAKOTA
DEPARTMENT OF ENVIRONMENTAL QUALITY FOR A LOAN UNDER THE CLEAN
WATER ACT AND/OR SAFE DRINKING WATER ACT FOR
EASTSIDE SANITARY SEWER IMPROVEMENT DISTRICT 13-02-02
(PHASE B, PROJECT NUMBER SS18-243)

The motion for the adoption of the foregoing Resolution was duly seconded by Council member Bohn. Motion carried with a roll call vote 5-0.

Public Hearing on Feb. 18th immediately following Council on Dilapidated Properties owned by Richard Pierce ó Huwe reported the Building Official has exhausted efforts to resolve the removal of several dilapidated abandoned structures in Briarwood. A public hearing before the Council is scheduled for February 18th immediately following with Council meeting. **Motion by McCann, seconded by Wateland, to schedule a Public Hearing on February 18th, 2020 at approximately 5:30 p.m. (immediately following the City Council meeting) regarding Dilapidated Properties owned by Richard Pierce. Motion carried with all voting ‘aye’.**

19th St. N. Development Inquiries – request referral to Finance Cmt. ó Huwe said there have been several inquiries from project developers on the 12 lots the City is acquiring on 19th Street North. There are several options for the Council to consider in lot pricing, incentives and covenants. She requested this be kept on the Finance Committee agenda. Mayor Dale will keep this item on the Finance, Economic Development & Personnel Committee agenda.

Sales Tax Revenue Collections 2019 – request referral to Finance Cmt. ó Huwe reported the 2019 Sales Tax Collections were the second highest in the history of the Wahpeton local sales tax at \$2,422,905. She would like to review the sources, uses and trends of the sales tax and requested this be referred to the Finance Committee. Mayor Dale will refer this item to the Finance, Economic Development & Personnel Committee.

Election 2020 ó Huwe said the city of Wahpeton contests on the June 9th 2020 ballot include Ward 2, Ward 3 (unexpired term ending 2022), Ward 4 and (2) At-Large Positions, the continuation of publication of minutes in the official newspaper, and 2 At-Large Park Board Commissioners. Information and the required filing forms are available on the City's website and at City Hall. Candidates' petition and certificates of interest are due to City Hall by 4:00 p.m. on April 6th.

City Hall Closed for President's Day Feb. 17th ó It was noted due to this City Hall closure in observation of President's Day, the next City Council meeting will be held Tuesday, February 18th.

LIBRARY DIRECTOR

Library Report ó Bakken reported the library's Midwinters Read Event runs through February 29th. Today the library started the genre dating game where patrons pick a number designating what genre of book they will be reading. The month is filled with programming for everyone, including Storytime, computer class on social media, family movie, STEM class, and pre-kindergarten craft class. Bakken urged patrons to check out their website and Facebook page for other happenings. She announced the library will be closed Monday, February 17th in honor of President's Day.

PUBLIC WORKS DIRECTOR

PW Report

Miranowski requested referral to Public Works Committee of **the 2020 Seal Coat Project**. Mayor Dale will refer this item to the Public Works & Public Safety Committee.

Miranowski requested referral to Public Works Committee of **3rd Avenue North Balancing Change Order and Final Pay Application**. Mayor Dale will refer this item to the Public Works & Public Safety Committee.

Miranowski requested referral to Public Works Committee of **Eastside Sanitary Sewer Phase B Review of Plans, Funding Sources and Spread of Special Assessments**. Mayor Dale will refer this item to the Public Works & Public Safety Committee.

Miranowski requested referral to Public Works Committee of **Dakota Avenue Sidewalk Snow Removal Policy**. Mayor Dale will refer this item to the Public Works & Public Safety Committee.

Miranowski requested referral to Public Works Committee of **2020 Flood Operations Update**. 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

McCann said the Finance, Personnel & Economic Development Committee met at 5:00 p.m. on January 27th.

19th St. N. Development Request for Proposals – motion to approve with contingencies ó **Motion by McCann, seconded by Wateland, to approve the Request For Proposals for Residential Lot Development at 19th Street North with the contingency that any related City Ordinances are in place. Motion carried with a roll call vote of 5-0.**

400 Block Mortgage Default Update

Three Rivers Activity Center

Public Works & Public Safety Committee Report

Bohn said the Public Works & Public Safety Committee met at noon on January 28th.

Parking Violation Fees – discussion

Snow Removal Policy Revisions – Snow Emergency Declaration – discussion

Snow Removal Policy Revisions to Cutting and Widening – discussion

Traffic Operations Study for Westside Development – discussion

Waste Water Ponds Best Management Practices/Pond Operations and Mtc. – discussion

Volunteer Park Slide Correction – motion to expend up to \$1,100 ó Motion by Bohn, seconded by McNary, to approve proceeding with the Volunteer Park Slide Correction at a cost not to exceed \$1,100. Motion carried with a roll call vote of 5-0.

Off Highway Vehicle Regulations Article XII, Ch. 4 Ord. 1014 ó discussion

Storm Water Utility – discussion

Yard Junk/Clutter Updates

Building Official Updates

Police Department Taser Lease Agreement – motion to approve agmnt. with Axon ó Motion by Bohn, seconded by Miller, to approve the Taser Contract with Axon Enterprise, Inc. at a cost of \$7,632.00 per year for 5 years. Motion carried with a roll call vote of 5-0.

Referrals (covered under Public Works Directorø report)

SCHEDULING OF COMMITTEE MEETINGS

The following Committee Meetings were then scheduled:

- a. Finance Committee February 10th, 5:00 PM
- b. Public Works Committee February 11th, 5:00 PM

Adjournment

Motion by McCann, seconded by Bohn, to adjourn at 5:23 p.m. Motion carried.

Mayor Steve Dale

Lynelle Amos, Finance Assistant