

Wahpeton City Council
January 6, 2014
5:00 p.m.

Present: Schmidt (via skype), Hansey, Mitskog, DeVries, Dale, Bajumpaa, and Bohn

Absent: Bertsch and Sturdevant

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

Meeting called to order by City Council President Mitskog.

CONSENT AGENDA ITEMS (presented by the City Council President) – City Council President Mitskog asked if there were any items to be removed from the consent agenda and there were none.

Approval of minutes of regular meeting held December 16, 2013

Approval of minutes of special meeting held December 23, 2013

Games of Chance Licenses, Site Authorizations & Special Permits

Valley Lake Boys Home Raffle Permit

Zonta Raffle Permit

Other Games of Chance and/or Special Permits

Presentation/Approval of Reports

CVB Passport Promotion

Motion by Bohn, seconded by Dale, to approve the Consent Agenda items as presented.

Motion carried with all voting ‘aye’.

ITEMS REQUESTED MOVED FROM THE CONSENT AGENDA None.

REPORTS FROM CITY OFFICERS AND STAFF

FINANCE DIRECTOR

Fiscal Year End Transfers – request referral to Finance Cmt. – City Council President Mitskog will refer this item to Finance, Economic Development & Personnel Committee.

2013 Budget Amendments – request referral to Finance Cmt. – City Council President Mitskog will refer this item to Finance, Economic Development & Personnel Committee.

Fire Dept. Truck Replacement – request referral to PW Cmt. – City Council President Mitskog will refer this item to the Public Works & Public Safety Committee.

Lake Agassiz Dues Request – request referral to PW Cmt. – City Council President Mitskog will refer this item to the Public Works & Public Safety Committee.

City Hall closed Jan. 20th in observation of Martin Luther King Jr. Day – Huwe said with the closing of City Hall on January 20th in observation of Martin Luther King Jr. Day, the next City Council meeting will be held Tuesday, January 21st.

City/Park Board Election Information – Huwe said City/Park Board election information can be found on the City of Wahpeton website. She said petitions could be circulated starting January 1st, 2014, with the deadline for filing those statements of candidacy being Friday, April 7th. She said the election will be Tuesday, June 10th, 2014.

ASSESSOR/BUILDING CODES

Abatement Hearing Report – Broadland reported that the Board of Richland County Commissioners heard the abatement from Dakota’s Edge Apartments earlier this afternoon. She

said she referred the recommendation from the Board and there was a motion and a second to deny the abatements for 2012 and 2013 and the motion passed with a 5-0 vote.

ECONOMIC DEVELOPMENT DIRECTOR

Economic Development Report – Priebe said the Community Development Corporation Annual Meeting is scheduled to be held at the NDSCS Student Center in the Red River Valley Room on Monday, January 27th over the noon hour. The guest speaker will be Gaylen Baker, Executive VP of Stark County Development in Dickinson, ND. A sign-up sheet was then circulated.

Priebe said the Golf Board meeting schedule for tonight has been postponed to Monday, January 13th at 6:30pm. She said they will begin advertising for cook & wait staff for the Grille Room Restaurant.

Priebe presented a recommendation from the Planning Commission who met just prior to this meeting regarding rezoning of the property north of City Hall. She reviewed a map of the area being considered. She said there are currently 3 zoning areas: B-3 where City Hall is located, B-2 Heavy for the land along 4th Street North, and all the land in between is I-2 Heavy. She said to clean this up, in looking through the ordinances, B-2 seemed to fit by special exception. She said the Triple G Properties would then be able to continue with their project, and City Hall would also fall under the B-2 permitted uses. Priebe said the recommendation to Council is to take action in rezoning the entire parcel owned by the City to B-2 Heavy by special exception which will allow multi-family units to be constructed, then if approved will schedule a public hearing. **Motion by Hansey, seconded by Bohn, to approve the rezoning of the entire parcel owned by the City of Wahpeton located north of City Hall to B-2 Heavy by special exception. Motion carried with all voting ‘aye’.** Priebe then asked that a joint public hearing of the City Council and Planning Commission be scheduled for Monday, February 3rd at 5:00pm to discuss the rezone. **Motion by Hansey, seconded by Bajumpaa, to schedule a Joint Public Hearing of the Wahpeton City Council and Planning Commission for Monday, February 3rd, 2014 at 5:00pm regarding the rezoning of the parcel owned by the City of Wahpeton north of City Hall. Motion carried with all voting ‘aye’.**

Priebe then provided and reviewed the draft Economic Development report for 2013, which included a recap of the EDC/JDA meetings held, projects funded by Sales Tax for Economic Development, and projects funded by Sales Tax for Recreation.

PUBLIC WORKS DIRECTOR

Miranowski requested referral to PW/PS Committee of **3rd Avenue North Reconstruction**. City Council President Mitskog will refer this item to the Public Works & Public Safety Committee.

Miranowski requested referral to PW/PS Committee of **16th Avenue North from 11th Street North to the 210 Bypass**. City Council President Mitskog will refer this item to the Public Works & Public Safety Committee.

Miranowski requested referral to PW/PS Committee for **a Study of the Possibility of Supplying the City of Breckenridge with Domestic Water**. City Council President Mitskog will refer this item to the Public Works & Public Safety Committee.

PW Report – Miranowski provided numbers of what it costs for snow plow operations which included the amount of personnel hours, sand and salt used, equipment costs, and the number of hours. He said for an average 3”-4” snowfall the cost to plow the entire City is \$12,205.

Regarding the Resolution of Necessity for the 11th Street Project, Miranowski said there had been questions about the agreement the City had with Richland County for the reconstruction project. He said he and Rogahn had attended the Richland County Commissioners meeting earlier that afternoon where it was approved unanimously.

Miranowski reported that with the cold weather, plumbing vents and heating vents are icing up and encouraged residents to check their homes for any such problems. Mitskog asked that this information be put on Channel 12/the public access channel.

Hansey then publicly acknowledged the street department for their dedication in maintaining the City streets.

COMMUNICATIONS FROM THE MAYOR & COUNCIL

Review Tobacco Ordinance – electronic devices request referral to PW Cmt. Councilmember Mitskog – City Council President Mitskog will refer this item to the Public Works & Public Safety Committee.

Mitskog said she would also like **Review of the Emergency Procedure Manual/Policy for Rail Safety** referred to the Public Works Committee. City Council President Mitskog will refer this item to the Public Works & Public Safety Committee.

Evaluations for Chief of Police, Finance Director and Public Works Director Councilmember Bohn

Bohn – Bohn explained that she would like Council members to start thinking about performance evaluations for the department heads – things that went well and things that could be worked on in 2014. She said she would like to schedule evaluations with the department heads at the end of month. She will work with Huwe to provide the appropriate documentation.

REPORTS FROM THE CITY COUNCIL COMMITTEES & BOARDS

Finance, Personnel & Economic Development Committee Report (Committee of the Whole 12-23-13)

Bohn said the Committee of the Whole met at noon on December 23rd (following the Special City Council Meeting).

Dilapidated Property Owner Request – Motion by Bohn, seconded by Bajumpaa, to approve the City of Wahpeton accepting the donation of the lot located at 104 2nd Avenue North. Motion carried with all voting ‘aye’.

Old City Hall – task force meeting on January 17th at 12:00 Noon

Public Works Public Safety Committee Report (Committee of the Whole 12-23-13)

Hansey said the Committee of the Whole met at noon on December 23rd (following the Special City Council Meeting).

Richland-Wilkin Humane Society – discussion pending

Dilapidated Property Owner Request – motion to accept the property at 104 2nd Ave. N – Hansey said this was covered in Bohn’s report.

Old City Hall – task force meeting on January 17th at 12:00 Noon

SCHEDULING OF COMMITTEE MEETINGS

The following Committee Meetings were then scheduled:

- a. Finance Committee January 13th, 12:00 Noon
- b. Public Works Committee January 14th, 12:00 Noon

Motion by Hansey, seconded by DeVries, to adjourn at 5:30pm.

City Council President Mitskog

Lynelle Amos, Finance Assistant