

**Wahpeton City Council**

**January 7, 2019**

**5:00 p.m.**

**Present:** Miller, Bohn, Bajumpaa, Mccann, Dale, Bertsch, Wateland, and McNary

**Absent:** Lambrecht

**Also Present:** Huwe, Lies, Miranowski, Thorsteinson, Broadland, DeVries, Bakken, Amos, and Cain

**CALL TO ORDER**

Meeting called to order by Mayor Dale.

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

**Oath of Office - Wahpeton Police Sergeant Craig Cory** - City Attorney Lies administered Oath of Office to recently promoted Wahpeton Police Sergeant Craig Cory who was congratulated and welcomed by a round of applause.

**Oath of Office Wahpeton Police Officer Jackson Kriel** City Attorney Lies administered Oath of Office to recently hired Wahpeton Police Officer Jackson Kriel who was congratulated and welcomed by a round of applause.

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

**Approval of minutes of regular meeting held December 17, 2018**

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

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

Head of the Red Youth Activities Association - Site Authorization

Three Rivers Gymnastics - Site Authorization

Southern Valley Skating Club - Raffle Permit

**Presentation/ Approval of Reports**

Sanford Health Systems Donation to Wahpeton Volunteer Fire Dept.

ND SBDC Update Jan. 2019

150<sup>th</sup> Anniversary Activities Jan. 31<sup>st</sup> - Feb. 2<sup>nd</sup>

Mayor Dale asked if there were any items to be removed from the consent agenda and there were none.

**Motion by Bohn, seconded by McCann, to approve the Consent Agenda items as presented. Motion carried with all voting 'aye'.**

**REPORTS FROM CITY OFFICERS AND STAFF**

**FINANCE DIRECTOR**

**Fiscal Year End Transfers - request referral to Finance Cmt.** - Mayor Dale will refer this item to the Finance, Economic Development & Personnel Committee.

**2018 Budget Amendments request referral to Finance Cmt.** - Mayor Dale will refer this item to the Finance, Economic Development & Personnel Committee.

**City Hall Copier Lease Review - request referral to Finance Cmt.** - Mayor Dale will refer this item to the Finance, Economic Development & Personnel Committee.

**2018 Audit-January 28<sup>th</sup> & 29<sup>th</sup>** -Huwe noted the 2018 Audit has been rescheduled to February 4<sup>th</sup>, 2019.

**City Hall closed Jan. 21<sup>st</sup> in observation of Martin Luther King Jr. Day** - Due to this holiday the next City Council meeting will be held Tuesday, January 22<sup>nd</sup>, 2019.

### **ATTORNEY**

**Ord. No. 1000 Alcoholic Licenses and Permits - request second reading** - Lies explained this ordinance puts amendment into the City's current ordinance, which requires that an establishment be deemed to have ceased when no sale of alcoholic beverages occurs on the licensed premises for a period of 30 consecutive business days; provided, however, upon written request of the licensee, the City Council in its discretion may grant a period of up to 60 additional days before business shall be deemed to have ceased. A license holder constructing a new facility or making substantial repairs, restoration or remodeling shall not be deemed to have ceased business for a period of one year within which time the licensee is to construct a new facility or make substantial repairs, restoration or remodeling within which time the licensee shall commence operations, which may be extended for a period of one additional year upon approval of the City Council.

Council member McCann offered the second reading of the following Ordinance:

**ORDINANCE NO. 1000**  
**AN ORDINANCE AMENDING SEC. 22-112 (l)(b)**  
**ALCOHOLIC BEVERAGE LICENSES AND PERMITS**

The motion for the adoption of the foregoing Ordinance was duly seconded by Councilmember Bertsch. Motion carried with a roll call vote 7-0.

### **COMMUNITY DEVELOPMENT DIRECTOR**

**Community Development Report-** DeVries explained North Dakota is currently focusing a lot on workforce, and there is a Partners In Marketing Grant available through the State. DeVries spoke to a person from Grand Forks who is working with the State on looking at some ways of trying to bring workforce into North Dakota, and in particular to the City of Wahpeton. He is working on applying for a matching grant to do some marketing to make sure people know the kind of positions open in Wahpeton and the kind of city Wahpeton is - welcoming with opportunities to bring people into the city.

There is also marketing for tourism and they are working with the Wahpeton Convention and Visitors Bureau on doing some marketing to entice some day and weekend visits to Wahpeton. An RFP was sent out to marketing agencies and three proposals were received. A committee is in place to review the proposals and it is hoped to bring a recommendation to Council by the middle of February to approve a marketing campaign for the City of Wahpeton to do some tourism and show all the City has to offer.

DeVries then referred to the 150<sup>th</sup> celebration "Winter Wonderland" listing of events that was provided. There are a lot of fun events planned which may be changed slightly if necessary so refer to the website for updated information. The old Frame Shop has become the location for 150<sup>th</sup> memorabilia or to review old newspapers and other items. Residents were encouraged to visit this location, with times of operation available on the website. Discussion held.

### **LIBRARY DIRECTOR**

**Library Report** - Bakken reported 556 pairs of socks were donated this holiday season to the Three Rivers Crisis Center. She said they were overwhelmed with the generosity of our citizens. She said winter programming has begun. Storytime has resumed, along with pre-school fun days and after school fun time for school agers. The library's website or Facebook should be checked for times and events. Leach Reads Book Club meets January 16<sup>th</sup> The library's Mid-Winter Reads Program begins January 22<sup>nd</sup> through March 1<sup>st</sup> with the goal to read 5 books to be eligible for prizes. The library will be closed January 21<sup>st</sup> in observation of Martin Luther King Jr. Day.

### **PUBLIC WORKS DIRECTOR**

## **PW Report**

Miranowski requested referral to the Public Works Committee **of Feedback on Snow Removal of Cul de Sacs and doing similar snow removal in other areas.** Mayor Dale will refer this item to the Public Works & Public Safety Committee.

Miranowski said the Interstate Engineering Dakota Avenue Signal Timing model will be an agenda item discussed at the Public Works meeting.

Mayor Dale requested referral to explore the possibility of not filling a current open FTE position on the Street Dept. Discussion held. Bajumpaa asked if Dale was thinking a Committee of the Whole which Dale said it would go to Public Works but if it has to go to a Committee of the Whole that was fine. Dale will see how it can fit in. He felt there was value in a whole Council discussion. He then talked about the order he suggested the Public Works Committee agenda items should be addressed.

## **REPORTS FROM THE CITY COUNCIL COMMITTEES & BOARDS**

### **Finance, Personnel & Economic Development Committee Report (No meeting held)**

**Ord. 1000 to amend Sec. 22-112 I(b) to accommodate construction and or renovation of licensed premises**

**Draft Employee Policy Manual**

**400 Block Development Agreement Update**

### **Public Works Public Safety Committee Report (No meeting held)**

**Final Pay Request Master Construction Eastside Sanitary Sewer Proj. Ph I**

**Establishment of a Special Assessment District for Eastside Sanitary Sewer Proj. Ph II**

**2019 Crack Sealing Melter Rental**

**2019 Maintenance Agreement for Generators**

**Crosswalk Safety Concerns at 11<sup>th</sup> St. N. & Westmore Ave.**

**Draft Ordinance Regulating Chickens Within City Limits - discussion to defer second reading of Ord. 998**

**Revisions to Ordinance Regarding Off-Street Parking/Front Yard Parking**

**Revision to Ordinance Regarding Parking/Licensing of Recreational Vehicles**

**Yard/Clutter Updates**

**Building Official Updates**

## **SCHEDULING OF COMMITTEE MEETINGS**

The following Committee Meetings were then scheduled:

- a. Finance Committee January 14<sup>th</sup>, 12:00 Noon
- b. Public Works Committee January 15<sup>th</sup>, 12:00 Noon

## **Adjournment**

**Motion by McCann, seconded by Bertsch, to adjourn at 5:25 p.m. Motion carried.**

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Mayor Steve Dale

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Lynelle Amos, Finance Assistant