

Wahpeton City Council
June 1, 2020
5:00 p.m.

Present: Wateland, Dale, Miller, Bohn, Remily, and Via teleconference: Bajumpaa and McNary

Absent: None

Also Present: Huwe, Lies, Thorsteinson, Broadland, DeVries, Amos, O'Meara, and Via teleconference: Miranowski and Bakken

Others Present: Damon DeVillers and Frank Stanko of the Daily News (via teleconference)

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 May 18, 2020

Games of Chance Licenses, Site Authorizations & Special Permits:

Other Games of Chance and or Special Permits:

Site Authorization ó Wahpeton Hockey Association at Sportsmanø Lounge (Amended 5/15/20 to 6/30/20)

Site Authorization ó Wahpeton Hockey Association at Sportsmanø Lounge (7/1/20 to 6/30/21)

Site Authorization ó Wahpeton Hockey Association at Firehouse Pub (7/1/20 to 6/30/21)

Raffle Permit ó CHI Health At Home

Presentation/Approval of Reports

US Dept. of the Interior Request for Comments on Red River Valley Water Supply Project

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

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

REPORTS FROM CITY OFFICERS AND STAFF

FINANCE DIRECTOR

Ord. 1017 Growlers – second reading ó Huwe explained first reading of Ordinance 1017 was offered at the May 18th Council meeting. The provision to allow the sale of mixed cocktails was discussed and subsequently removed. This ordinance varies from Ordinance 1003 adopted March 18, 2019 by allowing the sale of tap beer or wine to be sold in a professionally sanitized and sealed growler. The fee for a Class E endorsement is \$25 and was adopted in Resolution 3716. If the Council approves the revised wording of Ordinance 1017 it is ready for second reading and adoption.

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

ORDINANCE NO. 1017

AN ORDINANCE AMENDING ORDINANCE NO. 1003

**SECTION 22-49. ALCOHOLIC BEVERAGES, GENERALLY, DEFINITIONS
AND SECTION 22-104. LICENSES AND PERMITS, CLASSIFICATIONS**

The motion for the adoption of the foregoing Ordinance was duly seconded by Councilmember Remily. Motion carried with all voting 'aye'.

City Fire Extinguisher Inspection Contract ó Huwe said the City has over 70 fire extinguishers at five locations: City Hall, Library, Street Department, Water/Sewer Department, and the Water Treatment Plant. The extinguishers need to be inspected, tested and inventoried annually. Quotes were received from Summit Companies at \$431 annually and Protection Systems Inc. at \$825 annually. The Police and Fire Departments currently work with Summit Fire Protection on an annual per inspection basis. Huwe requested a motion to approve the three year proposal from Summit Companies at \$431 annually. **Motion by Remily, seconded by Miller, to approve a three-year City Fire Extinguisher Inspection Contract with Summit Companies at the cost of \$431 annually. Motion carried with all voting ‘aye’.**

Capital Improvements Plan 2021-2025 ó Huwe said Council reviewed the draft 2021-2025 capital improvements plan on May 11th, and inquiries have been received on 10 separate projects regarding the justification, the timing, and/or the funding source. Staff has been researching the inquiries, and a revised draft plan should be ready by the end of the week for Council review. Adoption of the plan is targeted for the June 15th Council meeting. Mayor Dale will refer this item to the Finance Committee and also the Public Works & Public Safety Committee.

Emergency Declaration Update – request referral to FC Cmt. & PW Cmt. ó Huwe said the Mayor issued Executive Order 2020-01 declaring a state of emergency in response to the public health crisis resulting from COVID-19. The Council adopted Resolution 3746 extending the declaration for up to 90 days or June 21st pending further determination and action by the City Council. North Dakota Governor Doug Burgum announced a revision in the state-wide risk assessment on May 29th allowing bars and restaurants to increase capacity from 50% to 75%. Social distancing practices, guidance on business specific hygiene protocols, and use of personal protective equipment (masks) are provided on the ND Smart Restart website. The City has been using an action matrix to adapt our business practices based on the risk assessment status of the pandemic. Initially, we were looking for a 14 day consecutive decline in the number of positive tests within 50 miles of Wahpeton before we opened public buildings. We are monitoring what the state and other government offices are doing to preserve the safety of the public and their staff. We would like to gather additional input on our own plan for a smart restart. Huwe requested the emergency declaration update be referred to both the Finance Committee and the Public Works Committee. Mayor Dale will refer this item to the Finance Committee and also the Public Works & Public Safety Committee.

June 9th Election Reminder ó Huwe announced there are only 8 days until the June 9th election. The election will be a ÷vote by mail÷ process per Governor Burgum÷ Executive Order No. 2020-13. The Secretary of State÷ Office reports 187,327 vote by mail ballots have been sent out with 87,621 returned so far for a response of 47%. Richland County had 3,772 ballots sent out with 2,065 returned as of today for a response rate of 55%. A ballot application may be requested by visiting the North Dakota Secretary of State÷ website at vote.ND.gov or by contacting the Richland County Auditor÷ Office. Ballots must be post marked by June 8th or may be dropped off in a drop box located at the NW corner of the Richland County Courthouse or mailed to the Richland County Auditor÷ Office.

ASSESSOR/BUILDING CODES

Reminder – Richland County Board of Equalization June 2nd 10:00 AM ó Broadland gave a reminder that the Richland County Board of Equalization will be held tomorrow, June 2nd, with cities at 10:00 a.m. and townships at 11:00 a.m. It will be held via video conference with numbers available for the public to call.

COMMUNITY DEVELOPMENT DIRECTOR

Community Director Report ó As a follow-up from the previous Council meeting, DeVries reported the art design for the electrical boxes downtown is still in the works. The art would be a wrap put around the boxes starting with the ones downtown, adding some art and appeal. With Grippers÷new machine the wraps can be

done locally. Artists will submit a rendering for approval. The amount being requested is \$5,000. Also, DeVries said once the old KC Hall building at the corner of 6th Street and 2nd Avenue North comes down a plain cinderblock wall will be exposed on the building directly to the south. It has been proposed that artist Shawn McCann do a second mural on that space to spruce up the area after the old building is removed. McCann would submit a rendering for approval. The owner of the building has agreed to prime the surface for the mural. DeVries said the request is to use up to \$5,000 from the 1% Restaurant Tax under the line item Art for Public Display to do the proposed electrical box wraps, and up to \$8,000 from the 1% Restaurant Tax Capital Improvements line item for the second mural. **Motion by Miller, seconded by Bohn, to approve up to \$5,000 from the 1% Restaurant Tax-Art for Public Display to wrap the four downtown signal electrical boxes with art. Motion carried with all voting ‘aye’.**

Motion by Bohn, seconded by Remily, to approve up to \$8,000 from the 1% Restaurant Tax-Capital Improvements for a second mural to be done by Shawn McCann on the wall of the building directly south of the old KC Hall building once it is demolished. Motion carried with all voting ‘aye’.

DeVries then gave an update on the COVID-19 Hospitality Grants saying there has been a good response with a variety of projects being done. There have been 10 approved projects so far amounting to a little over \$90,000. He said there are three more parties that showed interest in the grant prior to June but have not submitted applications yet so there is a possibility of more funding being requested.

On a fun note, DeVries reported that baseball is starting in Wahpeton and in place of Legion baseball they are having Senior Babe Ruth Baseball. Games will be played at the Airport Park as John Randall is not quite ready for games yet. A July 4th game is on the schedule so it is hoped it can be played along with the fireworks display that evening. It will be exciting to see some activity in Wahpeton. Dale requested an update on the baseball improvements project be provided to the Council. He also requested a business plan from the Golf Board.

LIBRARY DIRECTOR

Library Report ó Bakken thanked patrons who are utilizing their curbside service. She reported the Summer Reading Program began today and will run through July 24th. It will be conducted entirely online. A video has been created to walk patrons through the program. Once again, the library is participating in the Bank of North Dakota’s Reading Champion program. All readers who complete the program are eligible to receive up to \$25 to either start a college save account with the Bank of ND or to add to an existing account. Those children who complete the program are registered for a \$529 scholarship award to be drawn by the BND at the end of the Summer Reading Program. It was noted almost all of the ND libraries are participating or doing their summer reading programs online. Bakken noted the library is typically a drop for the Summer Lunch Program but due to COVID-19 and the closure of buildings the parking lot on the west side of the library is now a food distribution point. A white bus will have lunches available to grab and go from 11:50-11:57 a.m. Monday through Friday. Bakken also noted the Library Board is looking to replace two positions this year. The positions are three-year terms with the maximum of two consecutive terms with meetings held the 4th Thursday of the month at 4:00 p.m. Appointments are made by the Mayor so if anyone is interested in serving on the Library Board requests can be submitted to City Hall or contact Bakken at the library.

POLICE CHIEF

Police Dept. HVAC Replacement ó Police Chief Thorsteinson said the air conditioning unit for the main Police Department quit working. Quotes to replace the HVAC are being obtained as due to its age it cannot be repaired. There are three units in the building so it is being proposed they all be replaced. An up to amount of \$40,000 is being requested at this time. Discussion held. **Motion by Bohn, seconded by Remily, to approve up to \$40,000 from the Capital Improvements Fund for HVAC Replacement at the Police Department. Motion carried with all voting ‘aye’.**

Thorsteinson then addressed rumors circulating regarding a possible riot being scheduled for Wahpeton on June 5th. He said they are monitoring the situation and he has been in contact with the mother of the person responsible for starting the rumor who did not feel the threat was real. He felt there are threats in several communities at this time but the Police Department plans to monitor the situation and react appropriately.

PUBLIC WORKS DIRECTOR

Public Works Director Report ó Miranowski reported this would be the last week of seal coating. The rental company has offered use of the equipment for an extra week for free. Next week they will start the wide-gap sealing. Tuesday they will be crack filling the parking lot behind Golden Rule, and will also sealcoat on 16th and 17th Avenues North. As the crack filling projects are completed it was requested a recap of the number of days the equipment was used and number of blocks covered be reported at the next Public Works meeting.

REPORTS FROM THE CITY COUNCIL COMMITTEES

Finance, Personnel & Economic Development Committee Report

Wateland said the Finance, Personnel & Economic Development Committee met at 5:00 p.m. on May 27th.
Resident Inquiry on Rosewood Reserve Lot C – discussion

Tree Donation – discussion

2021 Budget Preparation – Identify Key Variables – discussion

19th St. N. Residential Lots – Additional Development Alternatives – discussion

Central School Site Lot Development – discussion

Chapter 22 License Inquiries – discussion

400 Block Default Update – Redevelopment Plans

Public Works & Public Safety Committee Report

Bohn said the Public Works & Public Safety Committee met at 5:00 p.m. on May 26th.

Culvert Replacement Legal Drain #1 – motion to proceed cost not to exceed \$17,000 ó **Motion by Bohn**, seconded by Miller, to approve proceeding with the Legal Drain #1 Culvert Replacement Project at a cost not to exceed \$17,000. Motion carried with all voting ‘aye’.

Water Fill Station – discussion

Electric Vehicle Charging Station (EVCS) – discussion

Storm Water Utility – motion to proceed to draft ordinance ó **Motion by Bohn**, seconded by Remily, to approve proceeding to have Assistant City Attorney Hatting craft an ordinance for the Storm Water Utility Plan. Discussion held. Motion carried with all voting ‘aye’.

Emergency Operations Plan – discussion

Waste Water Ponds Best Management Practices/Pond Operations and Maintenance – motion to approve ó **Motion by Bohn**, seconded by Bajumpaa, to approve the Waste Water Ponds Best Management Practices/Pond Operations and Maintenance Document. Motion carried with all voting ‘aye’.

Dakota Ave. Flag Protocol – discussion

General Maintenance and Storm Water Management for Drain #1 – discussion

Parking Violation Fees

Yard Junk/Clutter Updates – discussion

Building Official Updates - discussion

SCHEDULING OF COMMITTEE MEETINGS

The following Committee Meetings were then scheduled:

- a. Finance Committee June 8th, 5:00 PM
- b. Public Works Committee June 9th, 5:00 PM

Adjournment

Motion by Wateland, seconded by Bohn, to adjourn at 5:52 p.m. Motion carried.

Mayor Steve Dale

Lynelle Amos, Finance Assistant