

**Wahpeton City Council**  
**June 4, 2018**  
**5:00 p.m.**

**Present:** Schmidt, Lambrecht, Bertsch, Bajumpaa, Dale, Bohn, McCann, Miller, and Wateland

**Absent:** None

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

**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 21, 2018**

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

Wahpeton Carving Weekend Raffle Permit

Tri-State Safety Association Raffle Permit

Kiwanis Wahpeton/Breckenridge Raffle Permit

Wahpeton Hockey Association Site Authorization (Firehouse Pub)

Wahpeton Hockey Association Site Authorization (Sportsmanø Lounge)

Wahpeton Hockey Association Site Authorization (Grille Room)

**Other Games of Chance and/or special permits:**

Head of the Red Youth Activities Association Site Authorization (Wahpeton Veterans Club)

**Presentation/Approval of Reports**

June 12, 2018 Election Notice

Property Taxes & Special Assessments ó Interim Taxation Cmt.

Breckenridge/Wahpeton Community Foundation 2017 Year End Report

Wards & Polls Map

Garbage Pickup Map Effective June 4, 2018

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

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

**Motion carried with all voting ‘aye’.**

**REPORTS FROM CITY OFFICERS AND STAFF**

**FINANCE DIRECTOR**

**Interim Taxation Committee Update** ó Huwe said the Interim Taxation Committee met on May 31<sup>st</sup>. The cities of Minot, Wahpeton, Fargo, West Fargo, Bismarck and Mandan all provided testimony on the various citiesøproperty tax levies, overall tax rates and special assessments. The primary take-away from the testimonies was the dramatic differences between cities and their abilities to fund public services. The committee was presented with a legislative bill draft to require cities to credit back property owners for funds remaining in a sinking fund after retirement of outstanding bonds are paid in full. The draft will be reviewed further prior to the 2019 Legislative Session. The testimony on special assessments provided by the cities of West Fargo and Fargo was very valuable in explaining how community growth and the subsequent demand for infrastructure is financed. A presentation by a senior policy analyst with the Tax Foundation described many of the challenges currently facing North Dakota are øchallenges of abundanceø but will require serious review at the Legislative level. A few interesting facts he presented were: a) ND state expenditures doubled in the past 12 years, where previously it took 31 years to double the state spending; b) If the Legislature did not make the recent

cuts in the personal and corporate income taxes, collections would be approximately \$322 million more than they are now; c) Revenue is down almost \$2.9 billion from the peak state budget revenue year of 2014; d) The lowest volatility taxes are general sales and property taxes, the highest volatility taxes are corporate income, ösinö taxes i.e. cigarette tax and oil & gas severance taxes; e) The question the analyst asked the committee was öWere North Dakota's tax cuts too deep?ö.

**Boards and Committee Appointments** ö Huwe said every year in June we look at terms for Board and Committee assignments and the current roster of Boards and Committees was provided. She noted that anyone interested in serving on a board or committee or if anyone knows of someone that may be interested should contact her.

**Review of Liquor License Ordinances and Current Practices – request referral to Finance Cmt.** ö Mayor Dale will refer this item to the Finance, Economic Development & Personnel Committee.

**Administrative Fees for Nuisance Property Mowing & Snow Removal – request referral to Finance Cmt.** ö Mayor Dale will refer this item to the Finance, Economic Development & Personnel Committee.

**Election Update** ö Huwe said the June 12<sup>th</sup> city election is only 8 days away. The election results will be posted on the ND Secretary of State's Website as they are uploaded by the County Auditors. Campaign materials are not allowed within 100 feet of any polling place, and campaign advertisements affixed to vehicles may remain adjacent to a polling location only for the length of time required to complete the act of voting. Candidates are asked to collect all campaign materials immediately following the conclusion of the election. Signs placed on public property, public rights of ways or on private property without permission may be removed. Immediately following the election the ballots will be canvassed, and the newly elected will be notified of their office and requested to attend a reorganization meeting on the fourth Tuesday of June, June 26<sup>th</sup>, at 5:00 p.m. for committee assignments, appointments and council orientation. Huwe said to let her know if there were any questions. She gave a reminder of the School Board Election tomorrow with voting at the Wahpeton High School from 11 a.m. ö 7 p.m.

### **ASSESSOR/BUILDING CODES**

**Note – County Equalization Tuesday, June 5<sup>th</sup> at 11:00 AM** ö Huwe gave a reminder of the County Equalization meeting tomorrow, June 5<sup>th</sup> at 11:00 a.m. at the Richland County Courthouse.

It was noted the Park Board Meet the Candidates is scheduled for tonight at 6:30 p.m. here at City Hall.

### **COMMUNITY DEVELOPMENT DIRECTOR**

**Community Development Report** ö DeVries requested a Joint Public Hearing with the Planning Commission be scheduled for July 16<sup>th</sup> at 5:00 p.m. for the rezoning of the Edgewood Park Addition. **Motion by McCann, seconded by Miller, to schedule a Joint Public Hearing with the Planning Commission for July 16<sup>th</sup>, 2018 at 5:00 p.m. for the Rezoning of the Edgewood Park Addition. Motion carried with all voting 'aye'.**

DeVries then requested a Joint Public Hearing with the Planning Commission be scheduled for July 16<sup>th</sup> at 5:00 p.m. for annexation of land east and west of the 210 Bypass, meets and bounds land owned by Meide and Stromberg. **Motion by Bohn, seconded by Bajumpaa, to schedule a Joint Public Hearing with the Planning Commission for July 16<sup>th</sup>, 2018 at 5:00 p.m. for Annexation of Land East and West of the 210 Bypass (meets and bounds land owned by Meide and Stromberg). Motion carried with all voting 'aye'.**

DeVries also requested a Joint Public Hearing with the Planning Commission be scheduled for July 16<sup>th</sup> at 5:00 p.m. for the Edgewood South Addition final plat. **Motion by McCann, seconded by Bertsch, to schedule a Joint Public Hearing with the Planning Commission for July 16<sup>th</sup>, 2018 at 5:00 p.m. for the Edgewood South Addition Final Plat. Motion carried with all voting 'aye'.**

DeVries then asked for referral to both committees regarding the possible acquisition of the downtown Sunopta Site. Mayor Dale will refer this item to the Finance, Economic Development & Personnel Committee, and also to the Public Works & Public Safety Committee.

DeVries then reported that he had recently attended New Professionals Day in Bismarck, hosted by the Department of Commerce, for any new professionals in the state within the past year. Representatives from the Small Business Administration, Small Business Center, USDA, and Commerce Department, among others, gave short presentations on some of the programs available. He felt it was very informative and well done.

### **LIBRARY DIRECTOR**

**Library Report** ó Bakken reported the Friends of the Library held a used book sale on Friday, June 1<sup>st</sup> in conjunction with Blue Goose Days that had good attendance. The library was also a stop for Kinship's Amazing Race on Friday evening, which had 24 teams participating. Thursday and Friday sign up for the summer reading program was held with the program having a musical theme this year, -Libraries Rockø The program started today and will run through July 27<sup>th</sup>. Kercher also held a tie die class today on the library's west patio that was well attended. Every Monday at 1:00 p.m. there will be a crafting session for school aged children, and a Family Fun movie will be held in the evenings at 4:00 p.m., but today at 5:30 p.m. there is a special performance by the Traveling Lantern Theatre Company entitled -The Life of Mozartø After reviewing some of the other happenings at the library, Bakken reported the library is a site for the free summer lunch program through August 10<sup>th</sup>. She also announced the hiring of a new library clerk, Diana Mohs, who is replacing Kristina Badgley.

### **PUBLIC WORKS DIRECTOR**

#### **PW Report**

**Sanitary Sewer Lift Station #1 Wet Well Lining – Request referral to PW Cmt.** ó Miranowski requested this item be referred to Public Works. Mayor Dale will refer this item to the Public Works & Public Safety Committee.

**PLC Upgrades – Request referral to PW Cmt.** ó Miranowski requested this item be referred to the Public Works Committee. Mayor Dale will refer this item to the Public Works & Public Safety Committee.

**Equipment Replacement Schedule Amendment – Request referral to PW Cmt.** ó Miranowski requested referral to the Public Works Committee **to consider a swap in the equipment replacement schedule in the 2018 Budget where replacement of the Street Sweeper will be swapped out with replacement of a Skid Steer.** Mayor Dale will refer this item to the Public Works & Public Safety Committee.

Miranowski requested referral to the Public Works Committee **of a 2018 Budget Item for Replacement of Street Shop Roof and Insulation.** Mayor Dale will refer this item to the Public Works & Public Safety Committee.

Miranowski requested referral to the Public Works Committee **of a 2018 Budget Item of a Pavement Line Grinder.** Mayor Dale will refer this item to the Public Works & Public Safety Committee.

Miranowski was then asked to give an update on crack filling, which he reported has been completed.

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

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

#### **Public Works Public Safety Committee Report**

Bajumpaa said the Public Works & Public Safety Committee met at 5:00 p.m. on May 29<sup>th</sup>.

**Contract for Load Testing of Generators – motion** to recommend approval of Contract with Interstate Power Systems \$2,782.42 ó **Motion by Bajumpaa, seconded by Lambrecht, to approve the Contract with Interstate PowerSystems in the amount of \$2,782.42 for Load Testing of the Large Flood Generators. Motion carried with a roll call vote of 8-0.**

**Swanberg Construction CCO#2 CO2 Tank Replacement WTP Proj. W16-225 – motion** to recommend approval of \$192,649 contract addition financed by the Water Fund ó **Motion by Bajumpaa, seconded by Schmidt, to approve Change Order No. 2 with Swanberg Construction for CO2 Tank Replacement for WTP Project W16-225 Phase I Improvements at the cost of \$192,649.00 from the Water Fund. Discussion held. Motion carried with a roll call vote of 8-0.**

**Swanberg Construction CCO#3 Manhole Extension & Sludge Line Relocate WTP Proj. W16-225 – motion** recommend approval of \$14,295 contract addition financed by the Water Fund and Grant Funds ó **Motion by Bajumpaa, seconded by Bohn, to approve Change Order No. 3 with Swanberg Construction for Manhole Extension and Sludge Line Relocate for WTP Improvements Project W16-225 at the cost of \$14,295.00 from the Water Fund and Grant Funds. Motion carried with a roll call vote of 8-0.**

**Administrative Fees for Nuisance Property Mowing & Snow Removal – motion** to recommend preparation of a summary of actual costs incurred in reference to administrative fee review ó No motion was brought forward pending Finance Committee review.

**Yard/Clutter Updates – discussion**

**Building Official Updates - discussion**

#### **SCHEDULING OF COMMITTEE MEETINGS**

The following Committee Meetings were then scheduled:

- a. Finance Committee June 11<sup>th</sup>, 12:00 Noon
- b. Public Works Committee June 12<sup>th</sup>, 5:00 PM (until further notice)

#### **Adjournment**

**Motion by Wateland, seconded by McCann, to adjourn at 5:32 p.m. Motion carried.**

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Mayor Steve Dale

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Lynelle Amos, Finance Assistant