

Wahpeton City Council

March 2, 2015

5:00 p.m.

Present: Schmidt (via skype), Mitskog (via skype), Lambrecht, Bertsch, Hansey, DeVries, Dale, Bajumpaa, and Wateland

Absent: None

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

Meeting called to order by Mayor Hansey.

CONSENT AGENDA ITEMS (presented by the Mayor) ó

Approval of minutes of regular meeting held February 17, 2015

Games of Chance Licenses, Site Authorizations & Special Permits:

Other Games of Chance and/or special permits:

NDSCS Diesel Club ó Games of Chance Permit

Kiwanis ó Games of Chance Permit

Wahpeton Hockey Association ó Gaming Site Authorization

Presentation/Approval of Reports

Dilapidated Property Report

What Cities Need to Know about the Affordable Care Act

Make it Electric ó OTPCO

Mayor Hansey asked if there were any items to be removed from the consent agenda and there were none. **Motion by Schmidt, seconded by Bertsch, to approve the Consent Agenda items as presented. Motion carried with all voting ‘aye’.**

REPORTS FROM CITY OFFICERS AND STAFF

FINANCE DIRECTOR

Bond Refinancing R/I 10708 – request referral to Finance Cmt. ó Mayor Hansey will refer this item to Finance, Economic Development & Personnel Committee.

2014 Transportation Funding Report – request referral to Finance Cmt. ó Mayor Hansey will refer this item to Finance, Economic Development & Personnel Committee.

Celebrate Cities Day at the Capitol – March 6th – Huwe asked that anyone interested in attending contact her so travel arrangements can be made.

ECONOMIC DEVELOPMENT DIRECTOR

Economic Development Report – SBDC Update Justin Neppl ó Justin Neppl of the Small Business Development Center thanked the City of Wahpeton for its continued support of this position. He then provided an update saying he started in this position in April 2014, and since then has worked with 30 clients with 16 of those in Wahpeton. He has helped 9 businesses startup ó 3 of those in Wahpeton ó helping those 9 businesses secure \$1.7 million. In January 2015, Neppl said he held a -Business Bootcampø which was held over 2 days with 20 people represented from his territory. After being surveyed, those 20 people said they would attend another -Business Bootcampø so he may try to schedule another one in May. Neppl said he is working with NDSCS to set up an entrepreneur incubator program to leverage unused/available space and resources on campus to help startup businesses. When asked, Neppl said his territory includes Richland, Ransom and Sargent Counties.

LIBRARY DIRECTOR

Library Report ó Huwe reported that Guck could not be in attendance tonight due to her participation in a Dr. Seuss birthday activity taking place at the Library.

PUBLIC WORKS DIRECTOR

PW Report ó Miranowski provided an update on Well #3 saying today they were running the well by hand control so everything is up and running. They will continue this week with the sub-contractor, In Control, to get the SCADA system working. It is felt they will have the well up and all the controls running by end of this week.

COMMUNICATIONS FROM THE MAYOR & COUNCIL

Committee of the Whole – motion to proceed with requests for proposals on Old City Hall ó Lies said the Committee of the Whole met last week and voted to put out a Request for Proposals (RFP) for Old City Hall but there were a few questions to be decided upon first. The first was: Does the City advertise for all of property or just the building? He noted the property had been surveyed and the last time the City did a project there it was just the building and a little bit of ground around it with the parking lot kept by the City. Lies said a decision should be made tonight as some of the potential proposers may want to get started soon and need a 30 day advertising period. When asked, Lies recommended doing the whole parcel because can always whittle it down as part of the negotiations in the project. Lies noted there is currently about \$15,000 in Specials with \$400 on the building and \$14,000+ on the parking lot. Discussion held regarding whether or not the parking lot should be included in the proposal. **Motion by Dale, seconded by Bertsch, to approve adverting for the whole parcel of property located at 120 North 4th Street (Old City Hall) in the Request for Proposals. Motion carried with Dale, Bajumpaa, Schmidt, Mitskog, Lambrecht, Bertsch, and DeVries voting ‘aye’; and Wateland voting ‘nay’.**

Lies said the second question was what date should be used to require the proposals to be received by. He said the date he used was April 3rd which would give about a month if the ad would get in the paper. Discussion held. Lies said the ad could be in the paper this Friday and proposals could be due 11:00 am on Friday, April 3rd. **Motion by DeVries, seconded by Bajumpaa, to approve the Request for Proposals for Old City Hall be received by 11:00 am on Friday, April 3rd, 2015. Motion carried with all voting ‘aye’.**

REPORTS FROM THE CITY COUNCIL COMMITTEES & BOARDS

Finance, Personnel & Economic Development Committee Report

Dale said the Finance, Personnel & Economic Development Committee met at noon on February 23rd. **403 2nd St. S. – Development Project with Eastern Dakota Housing Alliance, NDSCS & Red River Human Services – motion to recommend the City Attorney draft a purchase agreement to sell the lot to EDHA for \$1 ó Motion by Dale, seconded by Lambrecht, to approve the City Attorney drafting a Purchase Agreement to sell the lot at 403 2nd Street South to Eastern Dakota Housing Alliance for \$1. Motion carried with a roll call vote of 8-0.**

2015 Capital Improvements Budget – discussion

<Request & motion to suspend the rules>

In-fill Lots – motion to recommend granting permission to the City Assessor to acquire buildable in-fill lots from Richland County for \$1 ó Motion by Dale, seconded by Schmidt, to approve authorizing the City Assessor to acquire buildable in-fill lots from Richland County for \$1. Motion carried with a roll call vote of 8-0.

Public Works Public Safety Committee Report

DeVries said the Public Works & Public Safety Committee met at 5:00 p.m. on February 24th.

Dilapidated Properties Report – discussion

2015 Police Patrol Vehicle Bids – motion to recommend approval of the bid submitted by Vision Ford for 2015 Police Interceptor \$27,835 ó **Motion by DeVries, seconded by Bajumpaa, to approve the bid submitted by Vision Ford for the 2015 Police Interceptor in the amount of \$27,835. Motion carried with a roll call vote of 8-0.**

2015 Seal Coat Project ST15-219 – motion to recommend approval of project up to \$77,562.50 ó **Motion by DeVries, seconded by Bertsch, to approve the 2015 Seal Coat Project ST15-219 for up to \$77,562.50 from the Special Street Maintenance Fund. Motion carried with a roll call vote of 8-0.**

<Request & motion to suspend rules>

6th St. S. Shared Use Path Contract Change Order #1 (final deduct) (\$12,765) with Ti-Zack Construction – motion to recommend approval ó **Motion by DeVries, seconded by Bajumpaa, to approve the 6th Street South Shared Use Path Contract Change Order #1 (final deduct) of (-\$12,765) with Ti-Zack Concrete, Inc. Motion carried with a roll call vote of 8-0.**

Vector Control Update - discussion

SCHEDULING OF COMMITTEE MEETINGS

The following Committee Meetings were then scheduled:

- a. Finance Committee March 9th, 12:00 Noon
- b. Public Works Committee March 10th, 12:00 Noon

Motion by Bertsch, seconded by Lambrecht, to adjourn at 5:36 p.m.

Mayor Hansey

Lynelle Amos, Finance Assistant