

Wahpeton City Council

May 19, 2014

5:00 p.m.

Present: Schmidt, Hansey, Bertsch, Mitskog, Sturdevant, DeVries, Dale, Bajumpaa, and Bohn

Absent: None

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

Meeting called to order by Mayor Sturdevant.

PUBLIC HEARINGS/CITIZEN CONCERNS/ETC.

Joint Public Hearing with the Planning Commission:

Ordinance No. 961 Westgate Commons Addition Rezoning from B-2 Commercial to PUD

Westgate Commons ó This public hearing was held jointly with the Planning Commission.

Planning Commission Chair DeVillers reconvened the Planning Commission meeting. He referred to Lies who explained that the developer has stopped this project for the time being and withdrawn the application/petition for rezoning therefore no public hearing will be held regarding this rezone.

Rezoning of Parcels 17-0000-03297.050 & 17-0000-03297.075 in the ETZ on 11th St. S. from R-1a to R-3 ó Lies said this property is located in the ETZ south of the 4th Avenue South properties on the west side of the road, and are looking to petition from R-1a Single Family to R-3 Multiple

Family. Mayor Sturdevant asked Huwe if there were any written or oral protests received of which there were none. Sturdevant then asked if there was anyone present to protest and there was none.

Motion by Allen Larson, seconded by Daryl Eberhardt, to recommend to the City Council to approve the Rezoning of Parcels 17-0000-03297.050 and 17-0000-03297.075 in the ETZ on 11th Street South from R-1a to R-3. Motion carried with all voting ‘aye’.

Council member Schmidt offered the first reading of the following Ordinance:

ORDINANCE NO. 962

AN ORDINANCE REZONING FROM

**RESIDENTIAL SINGLE-FAMILY AGRICULTURAL (R-1a) TO RESIDENTIAL
MULTI-FAMILY (R-3)**

**(Part of the NE Quarter of the SE Quarter of Section 7
in Township 132 North, of Range 47)**

Motion by Allen Larson, seconded by Daryl Eberhardt, to adjourn the Planning Commission meeting. Motion carried with all voting ‘aye’.

CONSENT AGENDA ITEMS (presented by the Mayor) Mayor Sturdevant asked if there were any items to be removed from the consent agenda and there were none.

Approval of minutes of regular meeting held May 5, 2014

Games of Chance Licenses, Site Authorizations & Special Permits

St. Johnø School ó Site Authorization

Knights of Columbus Games of Chance ó Raffle Permit

Other Games of change and/or special permits:

Three Rivers Gymnastics ó Site Authorization

Three Rivers Gymnastics ó Site Authorization

Presentation/Approval of Reports

Dilapidated Property Report

April 2014 Bill Pay Report \$2,453,613.59 ó see below (includes \$1,779,291.87 in bond payments)

April 2014 Financial Reports

Motion by DeVries, seconded by Bohn, 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

NDLC Regional Meeting May 8th in Jamestown ó Huwe reported that she and Councilmember Bertsch attended this leadership-focused meeting in Jamestown and provided some information about the topics covered.

Mutual Aid Agreement with Fergus Falls Fire Dept. ó Huwe said she would be requesting a motion on this item. She said there is a Mutual Aid Agreement between Wahpeton and the City of Fergus Falls Fire Department, and City Attorney Lies has reviewed the agreement. She explained the only substantial change is that there was an increase in the reimbursement rates between the departments. The current contract states the first 4 hours on scene are at no charge. Any time on scene after the 4 hours will be billed according to the new rate schedule. Also, any supplies used are to be replaced with equal and like amounts used. She reiterated that the change is in the revision of list of rates for equipment/personnel under the agreement with the Otter Tail County Fire Departments, which includes Wahpeton. She noted the Wahpeton Fire Department reviewed the agreement and recommended its approval. **Motion by Bohn, seconded by Mitskog, to approve the amended Mutual Aid Agreement between the Wahpeton, North Dakota Fire Department and the Fergus Falls, Minnesota Fire Department with the Revised Rate Schedule. Motion carried with all voting 'aye'.**

NRG Server Support Contract Renewal – request referral to Finance Cmt. ó Huwe said the City has an annual contract with NRG and they have proposed a zero dollar increase. She said this item could be referred to the Finance Committee for review or a recommendation could be made at this time if comfortable with the information provided. **Motion by Bohn, seconded by Bajumpaa, to approve the NRG Server Support Contract Renewal for 12 months. Motion carried with all voting 'aye'.**

Board & Commission Appointments ó Huwe said a listing of current Board and Council appointments was provided with those with expiring terms highlighted. She said she has received input from some of the boards with requests for appointments which will be done at the reorganizational meeting in June. She said there will be some Committee assignments that will change. Huwe said anyone interested in serving on a board that has an expiring term should contact her so their name can be brought forward for consideration.

City Election reminder June 10th ó Huwe said this was a reminder that the City Election is scheduled to be held Tuesday, June 10th. She said information can be found on the City website under the ðND Voicesö link.

City Hall Closed Monday, May 26th in observation of Memorial Day

POLICE CHIEF

Request for Street Closure June 12, 2014 5pm to 8pm at 2nd Ave. N. from 4th St. to 5th St. for the Richland County Courthouse 100th Anniversary Pie & Ice Cream Social ó Thorsteinson said the Richland County Courthouse is celebrating their 100th Anniversary and in conjunction with that have requested the street be closed at 2nd Avenue North from 4th Street to 5th Street on June 12th

from 5-8pm to hold a pie & ice cream social. He recommended it be allowed. **Motion by Bertsch, seconded by Schmidt, to approve the Street Closure on June 12, 2014 from 5pm to 8pm at 2nd Avenue North from 4th Street to 5th Street for the Richland County Courthouse 100th Anniversary Pie & Ice Cream Social. Motion carried with all voting ‘aye’.**

PUBLIC WORKS DIRECTOR

Supplemental Agreement with Interstate Engineering on the Westside Drainage/Storm Water Plan – request referral to Finance Cmt. for funding consideration. Mayor Sturdevant will refer this item to Finance, Economic Development & Personnel Committee.

Water Looping Project at 8th Ave. S. – request referral to Finance Cmt. for funding consideration for multi-family housing expansion project. Mayor Sturdevant will refer this item to Finance, Economic Development & Personnel Committee.

Miranowski said that on Tuesday, May 20th hydrant flushing will begin and should be completed by Thursday morning. He reported that vector control will begin by next week. He also gave an update on the 11th Street North project progress. Improvements to the islands on Dakota Avenue was also mentioned.

REPORTS FROM THE CITY COUNCIL COMMITTEES & BOARDS

Finance, Personnel & Economic Development Committee Report

Bohn said the Finance, Personnel & Economic Development Committee met at noon on May 12th. **Equipment Capital Lease Proposals – motion** to recommend approval of the 48 month lease proposal from US Bank for the acquisition of a SnoGo Blower ó Council member Bohn offered the following and moved its adoption:

RESOLUTION NO. 3543

RESOLUTION APPROVING AND AUTHORIZING GOVERNMENTAL LEASE-PURCHASE MASTER AGREEMENT (SnoGo Blower)

The motion for the adoption of the foregoing Resolution was duly seconded by Councilmember Schmidt. Motion carried with a roll call vote 8-0.

Development Agreement – 11th St. S. Project – discussion

Pay Study Proposals – motion to recommend re-advertising the request for proposal with a proposal due date of Dec. 1, 2014 ó **Motion by Bohn, seconded by Bajumpaa, to approve Re-advertising the Pay Study Request for Proposals with a Due Date of December 1, 2014. Motion carried with all voting ‘aye’.**

Public Works & Public Safety Committee Report

Hansey said the Public Works Public Safety Committee met at noon on May 13th. **Contract Change Order #1 with H & S Contracting on 11th St. N. Proj. No. 187 – motion** to recommend approval of estimated net cost to the City of \$2,166.69 ó **Motion by Hansey, seconded by Schmidt, to approve Contract Change Order #1 with H & S Contracting on the 11th Street North Reconstruction from Avenue B to 16th Avenue North Project No. 187 in the amount of \$2,166.69. Motion carried with a roll call vote of 8-0.**

Dilapidated Properties Report

400 Block Update

Supplemental Agreement with Interstate Engineering for S. Side Drainage Part B – motion to recommend approval of \$10,195 ó **Motion by Hansey, seconded by Mitskog, to approve a**

Supplemental Agreement with Interstate Engineering for South Side Drainage Part B in the amount of \$10,195. Motion carried with a roll call vote of 8-0.

1988 Tandem Axle Truck Replacement – discussion

Traffic Impact Study for New Elementary School – discussion

Potential Loy Ave. Reconstruction in Conjunction with the New School – discussion

4th St. Hydrant Relocation - discussion

April 2014 Bill Pay Report

DISBURSEMENTS FUND	ACCOUNTS PAYABLE	PAYROLL & GL	TOTAL
101 GENERAL FUND	\$255,229.14	\$26,118.15	\$281,347.29
201 WATER OPERATING FUND	\$38,879.14	\$34,238.53	\$73,117.67
202 SANITARY SEWER OPERATING FUND	\$16,442.66	\$21,608.30	\$38,050.96
203 WASTE REMOVAL OPERATING FUND	\$23,295.07	\$750.30	\$24,045.37
205 VECTOR CONTROL FUND	\$63.97	\$1,523.62	\$1,587.59
206 STREET LIGHTING	\$9,850.27		\$9,850.27
209 LIBRARY LEVY FUND	\$8,114.35	\$13,856.67	\$21,971.02
213 ADVERTISING LEVY FUND	\$638.62		\$638.62
216 AIRPORT 4-MILL LEVY FUND		\$449.98	\$449.98
217 PLANN COMMISSION LEVY FUND	\$300.00	\$581.54	\$881.54
226 EMPLOYEE SAFETY COMMITTEE	\$390.99		\$390.99
227 ANNUAL RESERVE WH FUND		-\$2,689.00	-\$2,689.00
229 CAPITAL IMPROVEMENTS FUND	\$8,013.93	\$1,000.00	\$9,013.93
233 REAL ESTATE LEVY FUND	\$23.00		\$23.00
235 SNOW/FLOOD EMERG LEVY FUND	\$1,488.00		\$1,488.00
236 LEVEE MAINTENANCE	\$2,172.79	\$7,112.13	\$9,284.92
261 UNEMPLOYMENT COMP RESERVE FUND	\$101.95		\$101.95
271 ECONOMIC DEVEL DEPT FUND	\$4,554.74	\$11,658.76	\$16,213.50
303 MISCELLANEOUS FUND	\$102.30		\$102.30
305 VECTOR CONTROL DIST LEVY FUND		\$74.82	\$74.82
318 WEED MAINT LEVY FUND	\$503.20		\$503.20
319 LODGING TAX FUND	\$1,715.14		\$1,715.14
320 SALES TAX OPERATING FUND	\$126,935.03		\$126,935.03
321 SALES TAX RESERVE FUND	\$10,000.00		\$10,000.00
326 REVOLVING LOAN FUND	\$2,100.00		\$2,100.00
361 GASOLINE,OIL,ETC		-\$2,062.23	-\$2,062.23
393 DOWNTOWN CARE & MTC FUND	\$328.64		\$328.64
395 CERT	\$36.08		\$36.08
453 R/I #10708 WESTSIDE TIF	\$182,546.50		\$182,546.50
454 R/I #10809 REFI 5 ISSUES	\$463,678.00		\$463,678.00
455 R/I #10910 SERIES 2010	\$480,190.87		\$480,190.87
456 R/I #11011 SERIES 2011	\$153,073.25		\$153,073.25
457 R/I #11111 SERIES B 2011	\$270,434.75		\$270,434.75
458 R/I #11212 SERIES A 2012	\$229,368.50		\$229,368.50
574 5-2-97 (FLOOD PHASE II)	\$19,895.96		\$19,895.96
630 WESTSIDE NATURAL DRAIN PROJ.	\$345.00		\$345.00
631 11TH ST. N. AVE B TO 16TH AVE		\$1,967.56	\$1,967.56
636 16TH AVE. 11TH ST TO HWY 210	\$19,937.62		\$19,937.62
639 E. SANITARY SEWER 13-02-02	\$6,675.00		\$6,675.00
TOTAL	\$2,337,424.46	\$116,189.13	\$2,453,613.59

SCHEDULING OF COMMITTEE MEETINGS

The following Committee Meetings were then scheduled:

- a. Franchise Committee May 19th, Immediately following Council
- b. Finance Cmt. May 27th, 12:00 Noon (This is a Tuesday meeting due to the holiday)
- c. Committee of the Whole May 28th, 4:00 P.M. at Hughes Shelter
- d. Planning Commission June 2nd, 4:00 P.M.

Motion by Mitskog, seconded by Bertsch, to adjourn at 5:35 p.m.

Mayor Sturdevant

Lynelle Amos, Finance Assistant