

**Wahpeton City Council**  
**May 1, 2017**  
**5:00 p.m.**

**Present:** Schmidt, Lambrecht, Bertsch, Bajumpaa, Hansey, DeVries, Dale, Miller, and Wateland

**Absent:** None

**Also Present:** Huwe, Lies, Miranowski, Broadland, Priebe, Bakken, Rogahn, Amos, and Cain

**CALL TO ORDER**

Meeting called to order by Mayor Hansey.

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

**Proclamation – Wahpeton Special Olympics Basketball Team ND State Champions Day** ó

Mayor Hansey read a proclamation declaring “Wahpeton Special Olympics Basketball Team North Dakota State Champions Day May 1, 2017”. The team was in attendance to accept the proclamation. They were congratulated on their great season and wished continued success in the future.

**Public Hearing – City of Wahpeton Capital Improvements Plan 2017-2021** ó The Public Hearing for the City of Wahpeton Capital Improvements Plan 2017-2021 proposal was then held. Huwe reviewed a presentation explaining the proposed Capital Improvements Plan, a copy of which was provided. (See Attached) She said no inquiries have been received, either written or otherwise, and that the Capital Improvements Plan continues to be evaluated for both content and fiscal impacts. Discussion held. Huwe requested the public hearing be closed and the topic be referred to both committees for further discussion. Mayor Hansey will refer this item to the Finance, Economic Development & Personnel Committee, and also to the Public Works & Public Safety Committee. **Motion by Bertsch, seconded by Schmidt, to close the Public Hearing for the City of Wahpeton Capital Improvements Plan 2017-2021. Motion carried with all voting ‘aye’.**

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

**Approval of minutes of regular meeting held April 17, 2017**

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

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

Wahpeton Huskies Trap Team

Wahpeton Breckenridge Area Chamber of Commerce

**Presentation/Approval of Reports**

Capital Improvements Plan 2017-2021

Midco 2017 Cable TV Franchise Channel & Pricing Guide

2017 Safety Goals for the City of Wahpeton

Spring Clean-Up Week May 15-19

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

## **REPORTS FROM CITY OFFICERS AND STAFF**

### **FINANCE DIRECTOR**

**Cell Tower Lease Request for Addendum – request referral to Finance Cmt.** ó Huwe said the cell phone tower lease at the city lagoons is currently held by Crown Castle on behalf of AT&T Wireless. Crown Castle is requesting an amendment to the agreement to allow co-location of other providers on the existing tower. She requested the Finance Committee review the addendum request. Mayor Hansey will refer this item to the Finance, Economic Development & Personnel Committee.

**Special Assessment Assistance Program Policy Draft – request referral to Finance Cmt.** ó Huwe said the Council approved the recommendation from the Economic Development Commission to establish a reserve fund for the potential to provide individual assistance to homeowners for the payment of special assessments. She requested the Finance Committee review the proposed draft policy for use of those funds. Mayor Hansey will refer this item to the Finance, Economic Development & Personnel Committee.

**NDLC Legislative Update in West Fargo May 10<sup>th</sup>** ó Huwe reported the ND League of Cities will provide a recap of the 65<sup>th</sup> legislative session. A meeting will be held on Wednesday, May 10<sup>th</sup> at the Double Tree Inn in West Fargo starting at 5:30 p.m. The meeting will provide a summary of key legislation affecting cities, the budget process, property taxes and the proposed effective dates. Those interested in attending should contact Huwe as the League has requested people to pre-register.

Huwe asked for suspension of the rules to discuss an item not on the agenda. **Motion by Bajumpaa, seconded by DeVries, to approve suspending the rules to discuss an item not on the agenda. Motion carried with all voting ‘aye’.** Huwe said Off the Hook Seafood of Fargo has filed an application and met all of the requirements for an Itinerant Merchant’s License. The sales and delivery method is similar to current City Itinerant License holder Schwan’s. Huwe requested a motion to approve the 2017 license for Off the Hook Seafood, LLC. **Motion by Lambrecht, seconded by Bertsch, to approve the 2017 Itinerant Merchant License for Off the Hook Seafood, LLC. Motion carried with all voting ‘aye’.**

### **ATTORNEY**

Lies requested suspension of the rules to discuss an item not on the agenda. He explained this was regarding the East Side Sanitary Sewer Project. There were two resolutions for funding relating to the CWSRF and the DWSRF fund. **Motion by Bajumpaa, seconded by Bertsch, to approve suspending the rules to discuss an item not on the agenda. Motion carried with all voting ‘aye’.** Lies explained it had been previously discussed to look into getting SRF (State Revolving Fund) 2% money for the project, and it is required the Mayor file a formal application that is approved by resolution and that they have a point of contact person which means the City Engineer.

Council member Schmidt offered the following and moved its adoption:

**RESOLUTION NO. 3640**  
**RESOLUTION AUTHORIZING FILING OF APPLICATION WITH**  
**THE NORTH DAKOTA DEPARTMENT OF HEALTH**  
**FOR A LOAN UNDER THE CLEAN WATER ACT (CWSRF)**

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

Council member Schmidt offered the following and moved its adoption:

**RESOLUTION NO. 3641**  
**RESOLUTION AUTHORIZING FILING OF APPLICATION WITH  
THE NORTH DAKOTA DEPARTMENT OF HEALTH  
FOR A LOAN UNDER THE CLEAN WATER ACT (DWSRF)**

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

**ECONOMIC DEVELOPMENT DIRECTOR**

**Economic Development Report** ó A written Economic Development activity report was provided. Priebe said a limited site investigation report was received from Terracon Consultants, Inc. of Fargo regarding the 120 North 4<sup>th</sup> Street property and the report was forwarded to the State Health Department for further review. According to Building Official Johnson work can continue on the project as long as it's not on the exterior or doing any excavation on the exterior.

Priebe reported today is the deadline for the Wahpeton-Breckenridge Business District Survey. The written surveys are being entered online, and it is hoped to have the information completed before the next CDC Board meeting on May 10<sup>th</sup> at noon.

Priebe said at a recent JSEC meeting it was reported there were 333 job orders within a 25 mile radius of Wahpeton representing 459 job openings. She said there is a little bit of duplication as the orders can show up on different websites. All manufacturers are in the hiring mode.

Priebe announced there would be a ribbon cutting ceremony at Tractor Supply on Saturday, May 6<sup>th</sup> at noon for those interested in attending.

**LIBRARY DIRECTOR**

**Library Report** ó Bakken reported Children's Librarian Kercher has begun meeting with classes in the schools to promote the summer reading program. A flyer with library information was also included in the utility bills this month. Hankinson Public School 4<sup>th</sup> graders visited the library last week and the 3D printer impressed the students. Bakken said they are still looking for applicants to fill the Library Board vacancy in June. There were no interested parties at this time. The Board meets once a month at 4:00 p.m.

**PUBLIC WORKS DIRECTOR**

**PW Report** ó Miranowski requested referral to Public Works Committee of **Contracts for East Side Sanitary Sewer Phase A – Master Construction**. Mayor Hansey will refer this item to the Public Works & Public Safety Committee.

Miranowski requested referral to Public Works Committee of **Contract with Cummins Services for Generator Mtc**. Mayor Hansey will refer this item to the Public Works & Public Safety Committee.

Miranowski reported the Water Treatment Plant had a bearing go out in high service Pump #3. There was no reason for concern but repairs will take a couple of weeks. Crack filling continues, as does street sweeping.

**COMMUNICATIONS FROM THE MAYOR & COUNCIL**

**Opening on the Wahpeton Airport Authority for a 5 yr. term 2017-2022**

**Reconfiguration of the CEO and CVB – request referral to the Finance Cmt.** ó Mayor Hansey will refer this item to the Finance, Economic Development & Personnel Committee.

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

**Finance, Personnel & Economic Development Committee Report (no meeting held April 24<sup>th</sup>)**  
**Employee Policy Manual Update**

**Public Works Public Safety Committee Report**

Bajumpaa said the Public Works & Public Safety Committee met at noon on April 25<sup>th</sup>.

**Flood Property & Metal Bldg. Sale – motion** to recommend acceptance of offer from adjoining landowner of \$16,000 ó **Motion by Bajumpaa, seconded by Schmidt, to approve accepting the offer of \$16,000 from the adjoining landowner for the sale of the Flood Property (3 acres) and Metal Building.** Discussion held and opinions heard for and against the sale of the property and building. **Motion failed with a roll call vote of 4-4: with Bajumpaa, Miller, Schmidt and Lambrecht voting ‘aye’, and DeVries, Dale, Wateland and Bertsch voting ‘nay’.** Following further discussion it was decided this item should be referred back to Public Works Committee for further consideration.

**Right-of-Way Consideration of Alleyway Adjacent to Bank of the West – discussion**

**NDESCS Easements Needed for City Owned Water & Sewer Mains – discussion**

**Building Official Updates – discussion**

**SCHEDULING OF COMMITTEE MEETINGS**

The following Committee Meetings were then scheduled:

- a. Finance Committee May 8<sup>th</sup>, 12:00 Noon
- b. Public Works Committee May 9<sup>th</sup>, 12:00 Noon

**Motion by Bertsch, seconded by Lambrecht, to adjourn at 6:05 p.m. Motion carried.**

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Mayor Hansey

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Lynelle Amos, Finance Assistant