

Wahpeton City Council
May 20, 2019
5:00 p.m.

Present: Miller, Bohn, McCann, Dale, Lambrecht, Wateland, and McNary

Absent: Bajumpaa and Bertsch

Also Present: Huwe, Hatting, Miranowski, Thorsteinson, Broadland, Bakken, Amos, and O'Meara

CALL TO ORDER

Meeting called to order by Mayor Dale.

PUBLIC HEARING/CITIZEN CONCERNS/ETC.

Retirement of Utility Worker Tony Kub 1975-2019 ó Water/Sewer Foreman Don Wald presented Tony Kub with a plaque congratulating him on his retirement and thanking him for over 43 years of dedicated service to this community. Appreciation was shown through a round of applause and standing ovation.

Some residents in attendance were then given the chance to address the Council. Darby Casper expressed some concerns/questions she and some other residents had regarding street conditions, apartment dumpster nuisances, Wahpeton monument sign funding, vector control/aerial spraying, and odor/environmental conditions in Wahpeton. Mayor Dale addressed each of the concerns and said there would be follow-up.

CONSENT AGENDA ITEMS (presented by the Mayor) ó

Approval of minutes of regular meeting held May 6, 2019

Games of Chance Licenses, Site Authorizations & Special Permits:

Site Authorization ó Head of the Red Youth Activities Assoc. at BDSGC Grille Room
Site Authorization ó ND Friends of NRA State Fund Cmt. LLC at Wahpeton Community Center
Raffle Permit ó Wahpeton All Sports Booster Club
Raffle Permit ó Wahpeton Breckenridge Rotary Club

Other Games of Chance and/or Special Permits:

Site Authorization ó Cat Backer Letterwinner Club/NDSCS at Blikre Activities Center
Site Authorization ó Wahpeton Hockey Association at Sportsman's Lounge
Site Authorization ó Wahpeton Hockey Association at Firehouse Pub
Raffle Permit ó CHI - Health at Home

Presentation/Approval of Reports

April 2019 Bill Pay Report \$2,185,063.36 ó see below
April 2019 Financial Statements
2019-2020 ND Legislature Interim Study Directives
Spring Clean Up Week Reminder May 20-24

[Lambrecht exit at 5:20pm]

Mayor Dale asked if there were any items to be removed from the consent agenda and there were none. **Motion by McCann, 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

Airport Authority request to re-appoint Larry Merbach for an additional 5 year term ó

Huwe said the Wahpeton Airport Authority consists of 5 members each serving a 5 year term. The Airport Authority has requested Council confirmation of the re-appointment of Larry Merbach to a 5 year term ending in 2024. She requested a motion to confirm the re-appointment. **Motion by Wateland, seconded by McNary, to approve the Re-appointment of Larry Merbach to the Wahpeton Airport Authority for an additional 5 Year Term ending in 2024. Motion carried with all voting ‘aye’.**

Request Confirmation of Appointments to the Convention & Visitors Bureau ó

With Community Development Director Chris DeVries in Bismarck attending the ND State Housing Conference Huwe presented this agenda item. The Convention and Visitors Bureau has requested appointment of Becky Truesdell from NDSCS to replace the vacancy created by the resignation of Dallas Fossum formerly with NDSCS, and the appointment of Tara Yaggie who is with the newly opened Econolodge event planner. The CVB terms are 4 years so Ms. Truesdell would be appointed to a term ending in 2021. Ms. Yaggie’s appointment would be for a term ending in 2020. Huwe requested a motion to confirm the appointments as requested. **Motion by Miller, seconded by McCann, to approve appointment to the Convention & Visitors Bureau of Becky Truesdell with term ending 2021 and Tara Yaggie with term ending 2020. Motion carried with all voting ‘aye’.**

Revised Draft 2019-2022 Council Goals ó Huwe said this item will be covered during the Finance Committee Report.

2020 Budget – request referral to Finance Cmt. ó Huwe explained preparation of the 2020 Budget is in the preliminary stages with the preliminary budget finalization slated for August 1st. She requested the 2020 Budget be referred to the Finance Committee for review. Mayor Dale will refer this item to the Finance, Economic Development & Personnel Committee.

Status Update of Tax Increment Financing District – request referral to Finance Cmt. ó

Huwe said the 2006-1 TIF District has been a useful development tool. She requested a review of the Tax Increment Financing District be referred to the Finance Committee. Mayor Dale will refer this item to the Finance, Economic Development & Personnel Committee.

Review of Current Cash Flow Projections and Banking Options – request referral to Finance Cmt. ó

Huwe said the Treasury Management division of Wells Fargo has reviewed the City’s current accounts and has proposed several options for consideration. She requested the treasury management alternatives be referred to the Finance Committee for review. Mayor Dale will refer this item to the Finance, Economic Development & Personnel Committee.

City Hall Closed Monday May 27th for Memorial Day ó Huwe gave a reminder that City Hall will be closed Monday, May 27th in observation of Memorial Day.

ASSESSOR/BUILDING CODES

Reminder of Richland County Board of Equalization June 4th at 11:00 AM ó Dale said the City Assessor wanted to give a reminder the Richland County Board of Equalization will be held June 4th at 11:00 a.m.

LIBRARY DIRECTOR

Library Report ó Bakken reported the library is now implementing their summer hours and will be closed Saturdays through Labor Day. All other library hours remain the same. In observance of the Memorial Day holiday the library will be closed Monday, May 27th. The library will be holding a free-will used book sale on Friday, May 31st from 9 a.m. to 3 p.m. The Summer Reading Program pre-registration is Thursday, May 30th and Friday, May 31st for all ages with the theme this year being òA Universe of Storiesö. Patrons can also register any time after those dates. Bakken gave a reminder that NASA will be loaning the library a helmet used during the Apollo Space Mission for the Summer Reading Program. It should arrive just in time for the program kick-off on June 3rd. She said the calendar on the library's website can be referred to for other programming times. Bakken announced the library will once again be a site for the free summer lunch program offered through the USDA and the North Dakota Department of Public Instruction. Local supervising sponsors are the Wahpeton Park Department and United Way. Lunch will be served at the library from 11:30 a.m.-12:30p.m. Monday through Friday, with a snack served from 2-3 p.m. This is free for all children 18 and under. Other sites include the Community Center, Chahinkapa Park, St. John School, and Zimmerman Elementary. The Community Center can be contacted for meals offered and serving times. The Library Board meeting is scheduled for Thursday, May 23rd at 4 p.m. in the lower level. Bakken reported the library has had over 70 new patrons apply for library cards over the past few weeks in part due to the Wahpeton English teachers offering students a chance to earn òARö points over the summer with testing conducted at the library over the noon hour on 3 schedules dates. The library can be contacted for dates and times. The North Dakota State Library announced they will be offering a new resource for the residents of North Dakota, which is Mango Languages. It will begin on July 1st and patrons will be able to connect through the library website or through their website if the patron has a NDSL library card. Bakken gave a reminder the library offers North Dakota State Park passes. There are three passes that can be checked out for 7 days. It was also announced that patrons with library cards that expired prior to December 31st, 2018 will no longer be in the library system but will be purged as they will be transitioning to a new circulation system by the end of the year. Patrons are asked to call or stop in with their old card to be placed back into their files.

PUBLIC WORKS DIRECTOR

PW Report

2021 Safe Routes to School Project 11th St. N. Crosswalk – request referral to PW Cmt ó Mayor Dale will refer this item to the Public Works & Public Safety Committee.

IEI Proposal for Flood System Lift Station Imp. Study – request referral to PW Cmt. ó Mayor Dale will refer this item to the Public Works & Public Safety Committee.

IEI Professional Services Agreement for John Randall Field Parking Lot/Hughes Drive Improvements – request referral to PW Cmt. ó Mayor Dale will refer this item to the Public Works & Public Safety Committee.

Miranowski requested referral to the Public Works Committee **of Final Pay Estimate and Project Close Out for the East Side Sanitary Sewer Phase I.** Mayor Dale will refer this item to the Public Works & Public Safety Committee.

Miranowski requested referral to the Public Works Committee **of Westgate Commons Project Close Out.** Mayor Dale will refer this item to the Public Works & Public Safety Committee.

COMMUNICATIONS FROM THE MAYOR & COUNCIL

Ord. 1001 Front Yard Parking Restrictions – refer to PW Cmt. ó Mayor Dale will refer this item back to the Public Works & Public Safety Committee.

REPORTS FROM THE CITY COUNCIL COMMITTEES & BOARDS

Finance, Personnel & Economic Development Committee Report

Wateland said the Finance, Personnel & Economic Development Committee met at noon on May 13th.

Liquor License Request for New Classification – continue discussion

Draft Development Agreement Edgewood Park – motion to approve with contingency ó Meideø Attorney Clark requested further council action be postponed to June 3rd. The agreement will remain on the Finance Committee agenda.

Red River Mobile Home Court Purchase Option – discussion

Computer Equipment Updates – motion to approve up to \$25,000 from Capital Improvements Fund ó **Motion by Wateland, seconded by McCann, to approve up to \$25,000 for Computer Equipment Updates from the Capital Improvements Fund.** Discussion held. **Motion carried with a roll call vote of 5-0.**

NDPERS Health Insurance Rate Increase – discussion

Council Chambers Technology Update Cost Estimate - discussion

400 Block Development Agreement Update – continue discussion

Amend the 2019-2022 Council Goals and Priorities to include “Support arts & culture” – motion to approve ó **Motion by Wateland, seconded by Miller, to amend the City Council Goals and Priorities list for 2019-2022 to include ‘Support arts & culture’.** Discussion held regarding it already being covered in the existing priorities and that it did not have to be specified separately. **Motion failed 2-3; with McNary and Miller voting ‘aye’, and Wateland, Bohn and McCann voting ‘nay’.**

Public Works & Public Safety Committee Report (no meeting held May 14, 2019)

Mail Box Replacement Policy Review – 1822 Woodland Drive

Off Highway Vehicle Regulations Article XII, Ch. 42

Traffic Control Cabinet 2nd St and Dakota Ave Replacement

Vector Control Board Update

Weed Board Update

Dr. Wei Lin Waste Water Study Draft Report

Revisions to Ordinance Regarding Parking/Licensing of Recreational Vehicles

Yard Junk/Clutter Updates

Building Official Updates

Right of Way Consideration South of Bank of the West

April 2019 Bill Pay Report

DISBURSEMENTS FUND	ACCOUNTS PAYABLE	PAYROLL & GL	TOTAL
101 GENERAL FUND	\$255,943.95	\$50,693.64	\$306,637.59
201 WATER OPERATING FUND	\$50,424.36	\$43,308.97	\$93,733.33
202 SANITARY SEWER OPERATING FUND	\$43,199.96	\$27,224.90	\$70,424.86
203 WASTE REMOVAL OPERATING FUND	\$26,550.91	\$1,022.14	\$27,573.05
204 WASTE REDUCTION FUND	\$431.67		\$431.67
205 VECTOR CONTROL FUND	\$6,025.70	\$1,240.02	\$7,265.72
206 STREET LIGHTING	\$13,627.01		\$13,627.01
209 LIBRARY LEVY FUND	\$6,533.94	\$13,855.03	\$20,388.97
216 AIRPORT 4-MILL LEVY FUND		\$494.96	\$494.96
227 ANNUAL RESERVE WH FUND		-\$2,750.88	-\$2,750.88
229 CAPITAL IMPROVEMENTS FUND	\$1,322.02		\$1,322.02
234 SPECIAL STREET MAINT FUND	\$4,193.42		\$4,193.42
235 SNOW/FLOOD EMERG LEVY FUND	\$11,770.00		\$11,770.00
236 LEVEE MAINTENANCE	\$3,233.87	\$8,596.78	\$11,830.65
261 UNEMPLOYMENT COMP RESERVE FUND	\$54.54		\$54.54
271 ECONOMIC DEVEL DEPT FUND	\$1,004.49	\$14,828.48	\$15,832.97
303 MISCELLANEOUS FUND	\$44.99		\$44.99
315 TAX INCREMENT FUND	\$1,250.00		\$1,250.00
318 WEED MAINT LEVY FUND	\$319.50		\$319.50
319 LODGING TAX FUND	\$1,379.65		\$1,379.65
320 SALES TAX OPERATING FUND	\$52,265.08		\$52,265.08
324 SALES TAX MINI MATCH RSRV FUND	\$9,360.00		\$9,360.00
326 REVOLVING LOAN FUND	\$416.67		\$416.67
328 150TH ANNIVERSARYRESERVE	\$600.00		\$600.00
393 1% RESTAURANT TAX FUND	\$5,644.61		\$5,644.61
401 BDSGC CART SUBLEASE	\$3,499.00		\$3,499.00
453 R/I #10708 WESTSIDE TIF	\$194,159.00		\$194,159.00
456 R/I #11011 SERIES 2011		-\$2,751.22	-\$2,751.22
457 R/I #11111 SERIES B 2011	\$283,212.25		\$283,212.25
458 R/I #11212 SERIES A 2012	\$229,793.50		\$229,793.50
459 R/I #11314 SERIES 2014	\$113,234.50		\$113,234.50
461 R/I #11516 SERIES 2016	\$418,971.50		\$418,971.50
462 R/I #11617 SERIES 2017	\$234,038.00		\$234,038.00
464 R/I #11817 BND LOAN 2017	\$8,929.96		\$8,929.96
467 R/I# 12118 SSERIES 2018E	\$11,777.25		\$11,777.25
574 5-2-97 (FLOOD PHASE II)	\$9,149.46		\$9,149.46
622 3RD AVE N. RECON PROJ	-\$93,341.00		-\$93,341.00
639 E. SANITARY SEWER 13-02-02	\$93,421.50		\$93,421.50
649 WTP LIME SILO & SLAKER	\$13,048.06		\$13,048.06
59 RIVER POINTE ACRES	\$261.00		\$261.00
667 2009 FERRARA FIRETRUCK	\$13,550.22		\$13,550.22
TOTAL	\$2,029,300.54	\$155,762.82	\$2,185,063.36

SCEDULING OF COMMITTEE MEETINGS

The following Committee Meetings were then scheduled:

- a. Public Works Cmt. May 28th, 12:00 Noon
- b. Finance Cmt. May 29th, 12:00 Noon (Wednesday meeting due to the Holiday)

ADJOURNMENT

Motion by Bohn, seconded by McCann, to adjourn at 5:43 p.m. Motion carried.

Mayor Steve Dale

Lynelle Amos, Finance Assistant