

Wahpeton City Council
November 2, 2015
5:00 p.m.

Present: Schmidt, Lambrecht, Bertsch, Mitskog, Hansey, DeVries, Dale, and Wateland

Absent: Bajumpaa

Also Present: Huwe, Lies, Miranowski, Thorsteinson, Broadland, Priebe, Guck, and Cain

Meeting called to order by Mayor Hansey.

CONSENT AGENDA ITEMS (presented by the Mayor) ó

Approval of minutes of regular meeting held October 19, 2015

Games of Chance Licenses, Site Authorizations & Special Permits:

NDSCS Welding Club ó Raffle Permit

NDSCS Power Sports ó Raffle Permit

Presentation/Approval of Reports

Convention & Visitors Bureau Q3 Report

Heritage Square Tree Lighting Celebration Tues. Nov. 24th 6:00 pm

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

2016 City License Renewal Reminder ó Huwe gave a reminder that the 2016 City Licenses are up for renewal this time of year. Each of the current license holders will be sent an application and current information on the City Ordinances. The renewal applications are due back prior to December 1st and will be presented to the Council at the first Council meeting in December.

Finance Cmt. Agenda Follow-up items: Contract Authority Review, BND Infrastructure Loan Application & Compensation Policy Review ó Huwe said the Finance Committee agenda will be composed of these follow-up items. She said those interested in the items are welcome to attend or can provide input via e-mail.

City Hall Closed Wednesday, Nov. 11th in observation of Veteran’s Day

ASSESSOR/BUILDING CODES

Broadland requested suspension of the rules to address an item not on the agenda. **Motion by Mitskog, seconded by Schmidt, to approve suspending the rules. Motion carried with all voting ‘aye’.** In reference to special assessments, Broadland requested that she be allowed to remove the West Briarwood special assessments to her certification for 2015 to Richland County. The amount is \$24,007.17. **Motion by Bertsch, seconded by Lambrecht, to approve allowing the City Assessor to remove the West Briarwood Special Assessments in the amount of \$24,007.17 from the 2015 Special Assessment Certification to Richland County. Motion carried with a roll call vote of 7-0.**

ATTORNEY

Special Assessment District Resolutions ó Lies explained that work has started on the construction north of Wal-Mart which is infrastructure, and we need to create the improvement district for the special assessments that will ultimately fund that project. He presented three resolutions for approval.

Council member Schmidt offered the following and moved its adoption:

RESOLUTION NO. 3582
**RESOLUTION CREATING SANITARY SEWER, STORM SEWER,
WATER, STREET AND STREET LIGHT
IMPROVEMENT DISTRICT 11-02-15
(WESTDALE ADDITION PROJECT NO. ST16-223)**

The motion for the adoption of the foregoing Resolution was duly seconded by Councilmember Bertsch. Motion carried with a roll call vote 7-0.

Council member Mitskog offered the following and moved its adoption:

RESOLUTION NO. 3583
**RESOLUTION OF THE CITY OF WAHPETON RELATING TO
THE ISSUANCE OF BONDS AND THE REIMBURSEMENT OF CERTAIN
EXPENDITURES FOR SANITARY SEWER, STORM SEWER, WATER, STREET AND
STREET LIGHT IMPROVEMENT DISTRICT 11-02-15
(WESTDALE ADDITION PROJECT NO. ST16-223)**

The motion for the adoption of the foregoing Resolution was duly seconded by Councilmember Lambrecht. Motion carried with a roll call vote 7-0.

Council member DeVries offered the following and moved its adoption:

RESOLUTION NO. 3584
**RESOLUTION CONFIRMING AND RATIFYING DEVELOPMENT AGREEMENT,
APPROVAL OF PLANS AND SPECIFICATIONS AND AWARD OF CONTRACT
FOR SANITARY SEWER, STORM SEWER, WATER, STREET AND
STREET LIGHT IMPROVEMENT DISTRICT 11-02-15
(WESTDALE ADDITION PROJECT NO. ST16-223)**

The motion for the adoption of the foregoing Resolution was duly seconded by Councilmember Mitskog. Motion carried with a roll call vote 7-0.

ECONOMIC DEVELOPMENT DIRECTOR

Economic Development Report ó A written report was provided for review.

LIBRARIAN

Library Report ó Guck reported Chocolate Day was successful earning about \$3,200. The haunted library held Saturday went very well with about 30-35 kids attending. Guck said the library is currently conducting a community survey by taking part in the L3ND Institute funded by the Bremer Foundation which the library started in May. She said the goal is to work on a strategic plan so the first step is a community assessment. She said the survey can be accessed at leachlibrarywahpeton.org and click on the link on the homepage to submit an online survey or paper

copies are available at the library. Everyone completing the survey has a chance to win a Kindle HD6. Surveys will be accepted until November 12th.

PUBLIC WORKS DIRECTOR

PW Report ó Miranowski requested referral to Public Works Committee, **as requested by the CEO Committee, of Cost Participation for Lighting Maintenance on Dakota Avenue.** Mayor Hansey will refer this item to the Public Works & Public Safety Committee.

Miranowski requested referral to Public Works Committee **of Industrial Plating Offering Property to the City for Purchase along with the Property on the South Side of the Road.** Mayor Hansey will refer this item to the Public Works & Public Safety Committee.

Miranowski requested referral to Public Works Committee **of Cost Share Agreement with Richland County for the 16th Avenue North Project.** Mayor Hansey will refer this item to the Public Works & Public Safety Committee.

Miranowski requested referral to Public Works Committee **of Cost Share Agreement with Richland County for the 11th Street North Seal Coating Project.** Mayor Hansey will refer this item to the Public Works & Public Safety Committee.

Miranowski requested referral to Public Works Committee **for Contract and Scope Agreement with Stan Tech for the Water Treatment Plant Facility Study.** Mayor Hansey will refer this item to the Public Works & Public Safety Committee.

Miranowski requested referral to Public Works Committee **of the Potential for Loy Avenue Reconstruct Project.** Mayor Hansey will refer this item to the Public Works & Public Safety Committee.

Miranowski then reported that a Public Service Announcement would be going out tomorrow for winter parking regulations which run from November 1st to April 1st with on-street parking prohibited from 2:00 a.m. to 6:00 a.m. It was noted that there is some flexibility when there is little or no snow on the ground. He commented the snow removal equipment is ready to go.

REPORTS FROM THE CITY COUNCIL COMMITTEES & BOARDS

Finance, Personnel & Economic Development Committee Report

DeVries said the Finance, Personnel & Economic Development Committee met at noon on October 26th.

PILOT Applications – Wahpeton Apartment Homes LLC & 1945 Holdings, LLC – motion to recommend scheduling public hearings on Dec. 7, 2015 ó Motion by DeVries, seconded by Schmidt, to approve scheduling Public Hearings for the PILOT (Payment In Lieu Of Taxes) Applications for 1945 Holdings LLC, and also for Wahpeton Apartment Homes LLC, on December 7th, 2015 at 5:00 p.m. Motion carried with all voting ‘aye’.

Compensation Policy – discussion

Council Retreat Planning - discussion

Public Works Public Safety Committee Report

Lambrecht said the Public Works Public Safety Committee met at 5:00 p.m. on October 26th.

Lake Agassiz Water Authority Membership Dues – discussion

Request from School District to Accept One-Way as City ROW – discussion

Replacement of Fence and Landscaping Located at 1431 4th St. N. – discussion

Review of ND DOT Urban Road Funding for 2016 to 2019 – discussion

Consideration of No Parking Zones on 8th Ave. N. & 2nd St. N. - discussion

Dilapidated Properties Report – motion to recommend proceeding with legal process on 85 3rd Ave. N. ó Motion by Lambrecht, seconded by Schmidt, to approve proceeding with legal process on 85 3rd Avenue North. Motion carried with all voting ‘aye’.

Staff Updates

Lambrecht congratulated the Huskies on making the quarter-final in State football and also the NDSCS Wildcats who will be playing the State Championship in a couple of weeks in St. Cloud.

SCHEDULING OF COMMITTEE MEETINGS

The following Committee Meetings were then scheduled:

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

Motion by Mitskog, seconded by Wateland, to adjourn at 5:22 p.m.

Mayor Hansey

Lynelle Amos, Finance Assistant