

Wahpeton City Council
November 4, 2019
5:00 p.m.

Present: Miller, Bohn, Bajumpaa, Dale, Lambrecht, and McNary

Absent: McCann and Wateland

Also Present: Huwe, Lies, Miranowski, Broadland, DeVries, Bakken, Amos, and O'Meara

CALL TO ORDER

Meeting called to order by Mayor Dale.

CONSENT AGENDA ITEMS (presented by the Mayor) ó

Approval of minutes of regular meeting held October 20, 2019

Games of Chance Licenses, Site Authorizations & Special Permits:

Other Games of Chance and/or Special Permits:

Wahpeton Baseball Association ó Raffle Permit

NDSCS Auto Tech Club ó Raffle Permit

Presentation/Approval of Reports

ND State Water Commission Newsletter ó The Current

Legacy Fund Earnings Committee ó Public Input Meetings Nov. 12 & Nov. 13

Census 2020 ó Setting the Record Straight

Mayor Dale asked if there were any items to be removed from the consent agenda and there were none.

Motion by Lambrecht, seconded by McNary, to approve the Consent Agenda items as presented.

Motion carried with all voting 'aye'.

REPORTS FROM CITY OFFICERS AND STAFF

FINANCE DIRECTOR

City License Renewals ó Huwe said the City licenses for liquor, tobacco, cabaret, taxi cabs, amusement devices, itinerant merchants, second hand goods dealer, house movers and waste haulers are issued on a calendar year basis. Renewal applications will be sent out in early November and presented to the Council for approval at the first meeting in December. The liquor license renewal will require each of the Class C license holders to provide a statement from a certified public accountant certifying gross food sales are greater than 50% of the licensee's total sales.

Former Central School Site Purchase Agreement – request motion to approve ó Huwe said the City has extended an offer to the Wahpeton School Board to acquire the former Central School Site for \$40,000 which the School Board has accepted. The City Attorney recommended additional research on the part of the City regarding environmental conditions at the site. The School District provided additional information regarding pre-demolition environmental conditions and we appear to be in agreement with the School Board on a purchase agreement for the conveyance of ownership. Several inquiries have been received about potential development of the site. A draft request for proposals has been referred to the Finance Committee. Huwe requested a motion to approve purchase of the former Central School Site for \$40,000 with funding from the city real estate levy fund. **Motion by Miller, seconded by Bajumpaa, to approve the Purchase of the former Central School Site for \$40,000 with funding from the City's Real Estate Levy Fund. Motion carried with a roll call vote of 5-0.**

Capital Project Closeouts – request referral to Finance Cmt. ó Huwe said the City has completed approximately \$8.7 million dollars in 8 major capital improvement projects in 2019. She requested a review of the proposed project closeouts be referred to the Finance Committee. Mayor Dale will refer this item to the Finance, Economic Development & Personnel Committee.

City Hall Closed Monday, November 11th for Veteran’s Day ó Huwe gave a reminder City Hall will be closed on Monday, November 11th in observance of Veteranø Day, as will the Library and Office at the Police Department.

Miller noted he attended the Main Street Summit in Bismarck last week and plans to provide a report to the Council and Finance Director.

COMMUNITY DEVELOPMENT DIRECTOR

Community Development Report ó DeVries read a press release regarding some environmental concerns in the City of Wahpeton. He then reviewed a list of 150th and other upcoming scheduled events. The annual tree lighting in Hairetage Square will take place Tuesday, November 26th starting at 4 p.m. with Santaø Workshop and the tree lighting at 6 p.m. Prizes will be given away following the tree lighting. Holiday Lane in Chahinkapa Park will also open that night through December 31st with some fun new figures added this year as well as a photo area, and is free to the public. A Holiday Lights Parade is scheduled for Friday, November 29th in Chahinkapa Park starting at 6 p.m. Any interested entrants should contact DeVries. Following the parade which will conclude at the Chalet, treats will be provided along with possibly a band and fireworks display. Prairie Rose Carousel will be open from 4-6 p.m. prior to the parade with free carousel rides. A residential lighting contest will be held as part of the 150th celebration, with judging to begin December 1st and conclude December 13th. Those interested in entering should contact DeVries. A closing reception celebration to end the 150th Sesquicentennial year will be Saturday, November 30th from 5-8 p.m. at the Wahpeton Event Center with free hors d'oeuvres, cash bar, live music, drawing for period correct pistol as well as other drawings, and a vendor fair.

LIBRARY DIRECTOR

Library Report ó Bakken reported due to the Libraryø upcoming migration to a new circulation system December 5th to December 11th patrons must present their library card for every checkout and if the card cannot be found a new card can be issued at a \$1 replacement cost. Also, beginning November 15th the library is suspending their inter-library loan system until they are under the new system on December 11th. Bakken then announced Kercher will be holding a Microsoft Word Class on Thursday at 5:30 p.m. As noted earlier, Leach Library will be closed on Monday, November 11th in observance of Veteranø Day.

PUBLIC WORKS DIRECTOR

PW Report

Miranowski requested referral to Public Works Committee **of the Final Pay Applications for 3rd Avenue North Reconstruction**. Mayor Dale will refer this item to the Public Works & Public Safety Committee.

Miranowski requested referral to Public Works Committee **of a request from the Park Director for Painting of Traffic Cabinets**. Mayor Dale will refer this item to the Public Works & Public Safety Committee.

Miranowski reported that the last part of the levee certification project would be completed this week. Discussion held.

REPORTS FROM THE CITY COUNCIL COMMITTEES & BOARDS

Finance, Personnel & Economic Development Committee Report

Miller said the Finance, Personnel & Economic Development Committee met at 5 p.m. on October 28th.

BND Flex PACE Loan Participation Request Northland Apartments – motion to approve up to \$85,714.36 from Sales Tax for Economic Development as a grant with conditions ó **Motion by Miller, seconded by Bohn, to approve the City’s Share of a Flex PACE Interest Buy-down of up to \$85,714.36 from Sales Tax for Economic Development for Wahpeton Northland Apartments, LLC as a loan convertible to a grant at the end of the term with the clawback that if the apartments are no longer subsidized during the term of the loan it would have to be repaid.** Discussion held. Jerri Lynn, a tenant of Northland Elderly Apartments, addressed the Council to express her concerns regarding the potential sale of the apartments and how it would affect subsidized rent. Jerry Meide, apartment owner, also addressed the Council to provide information on the proposed sale of the apartments. Regarding the motion, Lies noted it would be a loan thatø convertible to a grant at the end of the term. **Motion carried with a roll call vote of 5-0.**

Bois de Sioux Golf Club Funding Request – motion to approve up to \$46,300 from Sales Tax for Recreation as a grant with conditions ó **Motion by Miller, seconded by Bohn, to approve a grant of up to \$46,300 to the Bois de Sioux Public Golf Course from Sales Tax for Recreation to be disbursed on a bi-weekly basis and to require a new operating plan for the Grille Room.** Discussion held and concerns heard regarding the shortfall. **Motion carried with a roll call vote of 5-0.**

Pages Ago 2020

City Insurance Policy Summary

Former Central School Site Requests for Proposals

Capital Asset Policy Revision

Legacy Fund Earnings Committee Input

Public Works & Public Safety Committee Report

Bohn said the Public Works & Public Safety Committee met at noon on October 29th.

Fairview Cemetery Request for Assistance with Snow Removal & Black Dirt – motion to offer second reading of Ord. 1013 as amended ó

Council member Bohn offered the second reading of the following Ordinance as amended:

ORDINANCE NO. 1013
AN ORDINANCE AUTHORIZING
CITY MAINTENANCE AND ASSISTANCE TO CEMETERIES
LOCATED WITHIN THE CITY LIMITS
AND PROHIBITING TYPES OF CONDUCT

The motion for the adoption of the foregoing Ordinance was duly seconded by Councilmember McNary. Motion carried with a roll call vote 5-0.

Vector Control – discussion

Off Highway Vehicle Regulations Article XII, Ch. 4 – discussion

Professional Services Agreement with Interstate Engineering, Inc. for the Loy Ave. & 12th St. N. Reconstruction Project ST19-249 – motion to approve/offer Resolution No. 3732 up to \$317,512 and Resolution No. 3733 relating to project financing ó

Council member Bohn offered the following and moved its adoption:

RESOLUTION NO. 3732
**RESOLUTION DIRECTING PREPARATION OF ENGINEER'S REPORT
PROJECT NO. ST19-249 LOY AVENUE AND 12TH STREET NORTH,
WATER, STREETS, STREET LIGHTS,
STORM/SANITARY SEWER IMPROVEMENTS**

The motion for the adoption of the foregoing Resolution was duly seconded by Council member Bajumpaa. Motion carried with a roll call vote 5-0.

Council member Bohn offered the following and moved its adoption:

RESOLUTION NO. 3733
**RESOLUTION OF THE CITY OF WAHPETON RELATING TO
THE ISSUANCE OF BONDS AND THE REIMBURSEMENT OF CERTAIN
EXPENDITURES FOR LOY AVENUE AND 12TH STREET NORTH
PROJECT NO. ST19-249 WATER, STREETS, STREET LIGHTS, STORM/SANITARY
SEWER IMPROVEMENTS**

The motion for the adoption of the foregoing Resolution was duly seconded by Council member Bajumpaa. Motion carried with a roll call vote 5-0.

Professional Services Agreement with Interstate Engineering, Inc. for the 8th Ave. N. Reconstruction Project ST19-248 – motion to approve/offer Resolution No. 3734 up to \$324,833 and Resolution No. 3735 relating to project financing ó

Council member Bohn offered the following and moved its adoption:

RESOLUTION NO. 3734
**RESOLUTION DIRECTING PREPARATION OF ENGINEER'S REPORT
PROJECT ST19-248 8TH AVENUE NORTH WATER, STREETS, STREET LIGHTS,
STORM/SANITARY SEWER IMPROVEMENTS**

The motion for the adoption of the foregoing Resolution was duly seconded by Council member McNary. Motion carried with a roll call vote 5-0.

Council member Bohn offered the following and moved its adoption:

RESOLUTION NO. 3735
**RESOLUTION OF THE CITY OF WAHPETON RELATING TO
THE ISSUANCE OF BONDS AND THE REIMBURSEMENT OF CERTAIN
EXPENDITURES FOR 8TH AVENUE NORTH PROJECT NO. ST19-248 WATER,
STREETS, STREET LIGHTS, STORM/SANITARY SEWER IMPROVEMENTS**

The motion for the adoption of the foregoing Resolution was duly seconded by Council member McNary. Motion carried with a roll call vote 5-0.

Final Pay Request by Agassiz Underground for the Wheatland Rd. Sewer & Water Extension Project ST19-247 – motion to approve final payment of \$39,570.60 ó Motion by Bohn, seconded by Lambrecht, to approve the final pay application to Agassiz Underground for the Wheatland Road Sewer and Water Extension Project ST19-247 at a cost of \$39,570.60. Motion carried with a roll call vote of 5-0.

Yard Junk/Clutter Updates - discussion

Building Official Updates - discussion

Cargill Domestic Waste Water Treatment Agreement – motion to approve ó Motion by Bohn, seconded by Bajumpaa, to approve the addendum to the existing Cargill Domestic Waste Water Treatment Agreement and extend it for one year. Motion Carried.

Request for Referral: Storm Water Utility

SCHEDULING OF COMMITTEE MEETINGS

The following Committee Meetings were then scheduled:

- a. Finance Committee November 13th, 5:00 PM
- b. Public Works Committee November 12th, 12:00 Noon

Adjournment

Motion by Bohn, seconded by Lambrecht, to adjourn at 6:07 p.m. Motion carried.

Mayor Steve Dale

Lynelle Amos, Finance Assistant