

**Wahpeton City Council**  
**September 4, 2018**  
**5:00 p.m.**

**Present:** Miller, Bohn, Bajumpaa, McCann, Dale, Bertsch, Wateland, and McNary

**Absent:** Lambrecht

**Also Present:** Huwe, Lies, Miranowski, Thorsteinson, Broadland, DeVries, Bakken, Amos, and Cain

**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 August 20, 2018**

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

Red River Area Sportsmenø Club Raffle Permit

**Other Games of Chance and/or Special Permits:**

NDSCS Power Sports Tech Club Raffle Permit

CHI St. Francis Health Foundation Raffle Permit

B-W Blades Youth Hockey Association Raffle Permit

**Presentation/Approval of Reports**

No Additional Reports

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**

**Request First Reading of 2019 Budget Ordinance No. 994** ó Huwe said the 2019 Preliminary Budget is scheduled for adoption at the September 17<sup>th</sup> Council meeting. Richland County provided the Notices of Estimated Property Tax and Budget Hearing Dates to all property owners via direct mail on August 30<sup>th</sup>. The preliminary projected mill rate for Wahpeton residents is projected to decrease from the current 378.77 mills to 369.81 mills, a 2.4% decrease. The projected mill rate allocations are relatively unchanged with the State/County at 27%, the School District at 36%, the City at 27%, and the Park Board at 10% of Wahpeton residentsøproperty tax bill. The City of Wahpetonø projected mill rate is at 98.82 mills and ranks 5<sup>th</sup> of Richland Countyø 14 cities. The budget discussion will continue with several items identified for further consideration. The September 11<sup>th</sup> Public Works Committee meeting will be scheduled as a Committee of the Whole for the entire Council to review proposed changes and make amendments prior to the scheduled Budget Ordinance adoption on September 17<sup>th</sup>. Huwe requested the Council offer first reading of the 2019 Budget Ordinance No. 994.

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

**ORDINANCE NO. 994**

**AN ORDINANCE MAKING AN APPROPRIATION FOR THE CITY OF  
WAHPETON, NORTH DAKOTA FOR THE YEAR 2019**

**Request approval of Tobacco License For 203 Dakota Ave.** ó Huwe said a retail tobacco products license application has been submitted by Hani Investments of Blaine, Minnesota. The City of Wahpeton requires proposed tobacco license applicants to provide a copy of their North Dakota State Retail Tobacco License and a valid State of North Dakota Sales and Use Tax Permit. Hani Investments has submitted a complete application packet for the retail sales of tobacco and accessories at 203 Dakota Avenue, the former Buhlø Dry Cleaning building. Huwe requested a motion to approve the retail tobacco license application submitted by Hani Investments, Inc. **Motion by Bohn, seconded by Miller, to approve the Retail Tobacco License Application submitted by Hani Investments, Inc. for 203 Dakota Avenue. Motion carried with all voting ‘aye’.** Discussion held.

**400 Block Development Agreement Update – request referral to Finance Cmt.** ó Huwe said the City Attorney has received additional information regarding the Dakota Avenue 400 Block mortgages. She requested referral to the Finance Committee and extend an invitation to all Council members to attend and learn more about the status of this subject. Mayor Dale will refer this item to the Finance, Economic Development & Personnel Committee.

**ND League of Cities Annual Conference Sept. 14<sup>th</sup>-15<sup>th</sup>** ó Huwe gave a reminder the 2018 North Dakota League of Cities Annual Conference is meeting in Grand Forks September 14<sup>th</sup>-15<sup>th</sup>. The North Dakota Municipal Finance Officers Association and NDLC Legislative Affairs Advisory Committee will also be conducting meetings on September 13<sup>th</sup>. She said she looks forward to attending the meetings and bringing back new ideas to share.

#### **ASSESSOR/BUILDING CODES**

**Reminder – Special Assessment Commission Hearing at 6:00 tonight** ó Broadland gave a reminder a Special Assessment Commission Hearing will be held at 6:00 p.m. tonight where the special assessments for two districts will be reviewed, for the Evergreen West Project and Alley Reconstruction Block 33 of Bades Addition. All were welcomed to attend.

#### **COMMUNITY DEVELOPMENT DIRECTOR**

**Planning Commission – Request for Rezone** ó DeVries requested a Joint Public Hearing with the Planning Commission on October 1<sup>st</sup> at 5:00 p.m. for an ordinance providing for storage buildings in B-1 and B-2 Zoned Districts. **Motion by McCann, seconded by Bertsch, to approve scheduling a Joint Public Hearing with the Planning Commission on October 1, 2018 at 5:00 p.m. regarding an Ordinance Providing for Storage Buildings in B-1 and B-2 Zoned Districts. Motion carried with all voting ‘aye’.**

**Recommendation of RFP for Holiday Lighting Attraction Electrical Service** ó DeVries gave an update saying the Council had previously approved funds for the holiday lighting attraction at Kidder but due to concrete foundation remaining underground from the old Otter Tail Power Plant it would make installing wiring to that area very difficult. An alternate location of Chahinkapa Park was considered and permission from the Park Board was obtained to put the lighting attraction on the one-way drive by the Band Shelter in the park. It was originally thought the cost would be \$11,000 for the lights plus \$10,000 for electrical, however after sending out an RFP for the electrical work only one bid was received from Muehler Electric at \$33,000. The money would come from Fund 393, the 1% Restaurant Tax. Discussion held. **Motion by Wateland, seconded by Bertsch, to approve up to \$44,000 from Fund 393 (1% Restaurant Tax) for the Holiday Lighting Attraction at Chahinkapa Park, with up to \$33,000 to Muehler Electric Inc. for the Electrical Service and \$11,000 for lights, extension cords, etc.** Further discussion held regarding other potential events that could be held in the park with available electrical service. **Motion carried with a roll call vote of 7-0.**

**BND Interest Buydown – Silver Beagle Management – request referral to Finance Cmt.** ó Mayor Dale will refer this item to the Finance, Economic Development & Personnel Committee.

**Car Show Sept. 27<sup>th</sup> – Dakota Ave. Street Closure request** ó DeVries requested approval for street closure of the 400 and 500 Blocks on September 27<sup>th</sup> for the Classy and Classic Car Show in conjunction with NDSCS Homecoming week. **Motion by Bajumpaa, seconded by McCann, to approve the Street Closure of the 400 and 500 Blocks of Dakota Avenue on September 27<sup>th</sup> for the Classy and Classic Car Show in conjunction with NDSCS Homecoming.** Discussion held regarding concerns about having emergency routes open if 3<sup>rd</sup> Avenue North has not been completed yet. Miranowski was confident there would be substantial completion by then. **Motion carried with all voting ‘aye’.**

### **LIBRARY DIRECTOR**

**Library Report** ó Bakken reported the library received word today from NASA and the Johnson Space Center in Texas that next May they will receive an Apollo space suit helmet to discover and display. Next year's summer reading theme is space related and the library will display the helmet from May 1 through July 31, 2019. Friends of the Library will hold Chocolate Chocolate on October 11<sup>th</sup> from 1:00-5:30 p.m. Fall programming includes Storytime, a Computer Coding Class, Basic Computer Class, and Movie featuring books to movies. Leach Reads Book Club starts again September 19<sup>th</sup> at 1:30 p.m.

### **PUBLIC WORKS DIRECTOR**

#### **PW Report**

Miranowski reported the 2018 Seal Coat Project is planned to start Thursday and a PSA will be sent out to notify residents of the information. The locations were identified as 5<sup>th</sup>, 3<sup>rd</sup> and 2<sup>nd</sup> Streets South from 9<sup>th</sup> Avenue South to 11<sup>th</sup> Avenue South, 1<sup>st</sup> Street South from 10<sup>th</sup> Avenue South to 11<sup>th</sup> Avenue South, 10<sup>th</sup> Avenue South from Center Street to 1<sup>st</sup> Street South, 11<sup>th</sup> Avenue South from Center Street to Highway 127, 14<sup>th</sup> Avenue North from 11<sup>th</sup> Street North to 210 Bypass, Oakwood Court, Oakwood Avenue, and 15<sup>th</sup> Street North from 14<sup>th</sup> Avenue North to 15<sup>th</sup> Avenue North.

Bajumpaa requested referral to the Public Works Committee of consideration of warning signals prior to lights changing at the intersection of 9<sup>th</sup> Street North and the Highway 210 Bypass. Mayor Dale will refer this item to the Public Works & Public Safety Committee.

### **COMMUNICATIONS FROM THE MAYOR & COUNCIL**

Mayor Dale said he wants to re-engage the Capital Improvements Plan (CIP) Committee and asked that any Council members who are interested in serving on the committee to contact him. He plans to review existing CIP items to be clear on justification, then prioritize them, and the CIP Committee would make recommendations to update the CIP for next year which would roll into the budget.

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

#### **Finance, Personnel & Economic Development Committee Report**

McCann said the Finance, Personnel & Economic Development Committee met at noon on August 27<sup>th</sup>.  
**2019 Preliminary Budget – discussion**

#### **Demolition Permit Fees – discussion**

**BND Flex PACE Interest Rate Buydown for Community Homes Acquisition by St. Aubin Apts. – motion** to recommend approval of up to \$85,714.20 ó **Motion by McCann, seconded by Miller, to approve the Present Value Community Share of a BND Flex PACE Interest Buy-down of up to \$85,714.20 as a loan with payback beginning in 5 years for St. Aubin Apts. Central, LLC from the Sales Tax for Economic Development Fund.** Discussion held regarding the outstanding commitment of that fund. **Motion carried with a roll call vote of 7-0.**

**BND Flex PACE Interest Rate Buydown for Wahpeton Paint & Glass Acquisition by FER Ventures LLC/Reddy Ventures LLC – motion to recommend approval up to \$55,391.48 ó Motion by McCann, seconded by Bertsch, to approve the Present Value Community Share of a BND Flex PACE Interest Buy-down not to exceed \$55,391.48 as a loan with payback beginning in 5 years for FER Ventures LLC/Reddy Ventures, LLC dba Wahpeton Paint & Glass from the Sales Tax for Economic Development Fund. Motion carried with a roll call vote of 7-0.**

**Buxton Retail Recruitment Contract – discussion**

**John Randall Field Renovation – motion to recommend approval up to \$400,000 ó Motion by McCann, seconded by Bajumpaa, to approve funding up to \$400,000 from Sales Tax for Economic Development for player/spectator safety as part of the John Randall Field Improvement Project. Discussion held. Motion carried with a roll call vote of 7-0.**

**Public Works Public Safety Committee Report**

Bajumpaa said the Public Works & Public Safety Committee met at 5:00 p.m. on August 30<sup>th</sup>. **3<sup>rd</sup> Ave. N. Reconstruction Project Duinick Inc. CCO#1 \$21,140.25 – motion to recommend approval ó Motion by Bajumpaa, seconded by Bohn, to approve Change Order No. 1 to Duininck Inc. in the amount of \$21,140.25 for the 3<sup>rd</sup> Avenue North Reconstruction project. Motion carried with a roll call vote of 7-0.**

**2019 Preliminary Budget – discussion**

**Chickens Within City Limits – discussion**

**Revisions to Ordinance Regarding Off-Street Parking/Front Yard Parking**

**Dakota Ave. Traffic Signal Timing – discussion**

**Revision to Ordinance Regarding Parking/Licensing of Recreational Vehicles**

**Revision of Policy on the Disconnect Water & Sewer Service Lines on Demo Buildings**

**Revisions to Policy for Ownership of Water & Sewer Service Lines from Main to Property Line – motion to recommend first reading of Ordinance 995 & 996 ó**

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

**ORDINANCE NO. 995**  
**AN ORDINANCE AMENDING SECTION 44-95**  
**MAINTENANCE OF WATER SERVICE LINES**

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

**ORDINANCE NO. 996**  
**AN ORDINANCE AMENDING SECTION 44-141**  
**MAINTENANCE OF SANITARY SEWER SERVICE LINES**

**16<sup>th</sup> Ave. N. & Hwy. 210 Storm Lift Station Reconfiguration – motion to recommend to proceed expending up to \$50,000 funded by TIF ó Motion by Bajumpaa, seconded by Bohn, to approve expending up to \$50,000 for the 16<sup>th</sup> Avenue North & Hwy 210 Storm Lift Station Reconfiguration using T.I.F. funding. Motion carried with a roll call vote of 7-0.**

**Yard/Clutter Updates – discussion**

**Building Official Updates – discussion**

**SCHEDULING OF COMMITTEE MEETINGS**

The following Committee Meetings were then scheduled:

- a. Finance Committee September 10<sup>th</sup>, 12:00 Noon
- b. Public Works/Committee of the Whole September 11<sup>th</sup>, 12:00 Noon

**Adjournment**

**Motion by Wateland, seconded by McNary, to adjourn at 5:50 p.m. Motion carried.**

---

Mayor Steve Dale

---

Lynelle Amos, Finance Assistant