

Wahpeton City Council
December 3, 2018
5:00 p.m.

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

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

CALL TO ORDER

Meeting called to order by Mayor Dale.

PUBLIC HEARINGS/CITIZEN CONCERNS/ETC.

BIDS / OFFERS / QUOTES

CONSENT AGENDA ITEMS (presented by the Mayor) ó

Approval of minutes of regular meeting held November 19, 2018

Games of Chance Licenses, Site Authorizations & Special Permits:

Wahpeton Baseball Association Raffle Permit

Presentation/Approval of Reports

2019 Council Meeting Schedule

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Mayor Dale asked if there were any items to be removed from the consent agenda and there were none. **Motion by Bertsch, seconded by Wateland, to approve the Consent Agenda items as presented. Motion carried with all voting ‘aye’.**

REPORTS FROM CITY OFFICERS AND STAFF

FINANCE DIRECTOR

2019 City License Renewals ó Huwe stated the council agenda materials include a listing of each of the 2019 city business license applications. There are five class a (on sale and off sale) liquor license applicants, two class b (off sale only) applicants, four class c-1 (restaurants), two class c-5 club/lodge licenses and one class c-6(a) seasonal golf course license for a total of 14 liquor licenses. Class 2 cabaret licenses allow general entertainment including music, karaoke and trivia, seven of the liquor license applicants have also applied to renew class 2 cabaret licenses. Additional licenses include waste removal, tobacco, amusement devices, house movers, 2nd hand goods dealer and taxi cab licenses. Auditorø Assistant Cain has collected the information for each of the applicants that have been submitted for renewal. Additional verification of eligibility is still outstanding for several of the applicants, Huwe requested a motion from the Council approving the 2019 business licenses contingent upon satisfaction of all licensing requirements by all applicants. **Motion by McCann, seconded by Bohn, approving the 2019 renewals of business licenses contingent upon receipt of all documents. Motion carried with all voting “aye.”**

Long Haul Saloon LLP has entered into negotiations with Pausch Stores to acquire a class-a liquor license, Huwe requested review of their application be referred to the Finance Committee. Mayor Dale referred this item to Finance Committee.

2018 Tax Levy Summary ó Huwe reported that the Richland County Auditor provides an abstract of all taxes that are levied upon residents in the City of Wahpeton, typically these numbers are summarized and presented to the council at the first meeting in December. In the City of Wahpeton,

the property taxing jurisdictions include the State of North Dakota, Richland County, the Wahpeton School District, Wahpeton Park Board and the City of Wahpeton. She stated we also have a Vector Control District that overlays our City boundaries, they have not levied taxes for several years. The total amount of dollars levied by the State/County, School district, City and Park Board is \$16,863,299 up \$723,508 or 4.5% from this year's \$16,139,791. Each political subdivision increased the dollars levied except the City of Wahpeton which levied \$33,321 less than last year. Wahpeton property owners will pay \$6,599,664 or just over 39% of all the taxes levied. The City of Wahpeton levied \$1,761,408 of the \$6,599,664 or 27% of the property taxes billed are attributed to providing city services. The City of Wahpeton's overall tax rate is currently 370.26, a decrease from the previous levy of 378.77 mills. The percentage allocations of property taxes levied: 27% municipal services, 27% State and County services, 10% public recreation/park services, and 36% is funding for public education. The summary includes trends from 2014-2018 reflecting a decrease in mills for City services from 118.64 mills in 2014 to 98.82 in 2018 a decrease of 17%. Richland County decreased mills levied on the City of Wahpeton 1.4 with the value of the mill increasing from \$86,638 to \$92,672 or 7%. Huwe requested a motion to acknowledge receipt of the 2018 Tax Levy Summary. **Motion by Bertsch, seconded by Lambrecht, approving the 2018 Tax Levy Summary. Motion carried with all voting "aye."**

Legislative Session Planning ó The ND League of Cities is hosting a legislative workshop in Bismarck on December 5th. The agenda includes interim committee and agency bill drafts Huwe and the Mayor will attend the Governor's budget presentation at the capitol. A meeting for the council with local legislators is scheduled for Wednesday, December 12th at Noon here at City Hall. An agenda will sent on Friday, Dec. 7th to include any new information gained in Bismarck

COMMUNITY DEVELOPMENT DIRECTOR

DeVries requested referral of two possible projects to Finance Committee. They consist of a mural kiosk and volunteer park improvements. Mayor Dale referred these to Finance Committee.

DeVries informed the council that the planning commission reviewed two renaissance zone applications for S & S Hospitality. They are for two parcels at Travel Lodge at 1007 21st Ave N and the event center 995 21st Ave N. Extensive remodeling will be completed on both venues with completion in April 2019. **Motion by McCann, seconded by Bajumpaa, approving the Renaissance Zone funding for S & S Hospitality for the Travel Lodge at 1007 21st Ave N. Motion carried with all voting "aye."** DeVries reported that the event center will be remodeled with the capacity to hold functions for 520 people with a kitchenette for catering meals. **Motion by Lambrecht, seconded by Bertsch, approving the Renaissance Zone funding for S & S Hospitality for the event center at 995 21st Ave N. Motion carried with all voting "aye."**

DeVries then made a plea for parents and students to apply for the Youth Commission. He stated that there would only be a couple meetings each year. This commission would help get input from younger generations. He is looking for two sophomores, two juniors, and two seniors. Principal Clouten has applications.

DeVries commented that the tree lighting ceremony at Heritage Square went well. He thanked Hills 210 Café for the donated cookies and hot chocolate, the Wahpeton high school choir, and other volunteers. Many positive comments have been received.

DeVries recommended that people take the drive down Holiday Lane on Laura Hughes Dr. in Chahinkapa Park. There were 53 trees that were decorated along with the band shelter. Music plays at the end and he has been approached by people wanting to sponsor this next year. Wateland asked why the large tree in Volunteer Park isn't lit. DeVries explained there is a problem with the electrical shorting out the lights.

LIBRARY DIRECTOR

Library Report ó Director Bakken stated that Chess Club meets on Mondays from 4-6; a computer class featuring an "Introduction to the Internet" will be held on Thursday, December 6th at 5:30 p.m.; on Wednesday, December 12th Friends of the library will host a "Patron Appreciation Christmas Open House" from 9 a.m. to 5 p.m. Coffee, cider and holiday treats will be served. Bakken said the sock tree is up and waiting to be filled. The tree will be up from December 1st through December 31st. All sizes are accepted for male and female with donations to the Three Rivers Crisis Center. She said there are over 100 pairs donated as of today.

PUBLIC WORKS DIRECTOR

PW Report ó Director Miranowski requested referral to PWPS committee Change Order No. 2 for Grotberg Electric for SCADA system updates at the water treatment plant. These changes would allow more supervision of controls off site during non-working hours. Mayor Dale referred this item to PWPS Committee.

Miranowski asked to have the grant application for the Rosewood shared use path referred to PWPS. He stated there will be a public input meeting held on Tuesday, December 11th from 5-7 for this project. Mayor Dale referred this item to PWPS committee.

COMMUNICATIONS FROM THE MAYOR & COUNCIL ó nothing to report.

REPORTS FROM THE CITY COUNCIL COMMITTEES & BOARDS

Finance, Personnel & Economic Development Committee Report

McCann reported that the committee were informed about S & S Hospitality's request for funding for renovations for the proposed Travel Lodge and event center. **Motion by McCann, seconded by Bertsch, approving a BND Flex PACE Loan for S & S Hospitality up to \$85,714 with repayment to the Sales Tax Fund. Motion carried with all voting "aye."**

McCann then reported that the city has been contacted by Small Business Development Center requesting funding. He reported that NDSCS has discontinued the office on their campus and that interested parties can still request assistance from the Fargo office. Following further discussion, **motion by McCann, seconded by Wateland, declining participation in funding at this time of the current proposal from the Small Business Development Center. Voting "aye" McCann, Lambrecht, Bertsch, Wateland, McNary, Bohn, and Bajumpaa. Voting "nay" Miller. Motion carried.**

McCann then reviewed the city budget benchmarking and year end projections. He discussed the upcoming legislative session planning. Work continues on the draft employee policy manual and the 400 block development agreement.

Public Works & Public Safety Committee Report

Lambrecht said the Public Works & Public Safety Committee met at noon on November 27th. The final pay to Northern Improvement Company for the 16th Ave, 17th Ave, and Commerce St project is \$53,864.87. **Motion by Lambrecht, seconded by McNary, to approve final pay request to Northern Improvement Company in the amount of \$53,864.87. Motion carried with all voting "aye."**

Cul-de-sac Snow Plowing Operations ó Lambrecht stated that Miranowski will continue to give updates on the operations throughout the winter months.

Crosswalk Safety Concerns at 11th St. N. & Westmore Ave. – Lambrecht stated that DeVillers with Interstate Engineering Inc. explained two proposals for the problems. Ongoing discussion.

Draft Ordinance Regulating Chickens within City Limits – Discussion to defer second reading of Ordinance No. 998.

Revisions to Ordinance Regarding Off-Street Parking/Front Yard Parking – discussion ongoing.

Dakota Ave. Traffic Signal Timing – Motion by Lambrecht, seconded by McNary to proceed with Interstate Engineering Inc. gathering additional information. Motion carried with all voting “aye”.

Revision to Ordinance Regarding Parking/Licensing of Recreational Vehicles ó discussion.

Revision to Policy on Water & Sewer Line Disconnection Requirements on Demolition Properties – Motion by Lambrecht to offer first reading of Ordinance No. 999 amending the water service line policy.

Inquiry on city parking lot at 200 Blk of 6th St S - discussion

Yard/Clutter Updates - discussion

Building Official Updates – discussion

SCHEDULING OF COMMITTEE MEETINGS

The following Committee Meetings were then scheduled:

- a. Flood Mitigation Cmt. December 7th, 12:00 Noon
- b. Finance Cmt. December 10th, 12:00 Noon
- c. Public Works Cmt. December 11th, 12:00 Noon

ADJOURNMENT

Motion by McCann, seconded by McNary, to adjourn at 5:36 p.m. Motion carried with all voting ‘aye’.

Mayor Dale

Jerrilyn Cain, Auditorø Assistant