

Wahpeton City Council
February 21, 2023
5:00 p.m.

Present: Schillinger, Perdue (via teleconference), Goltz, Lambrecht, Bohn, McNary, Fobb (via teleconference), and Unruh

Absent: Woods

Also Present: Huwe, Budke, Miranowski, Broadland, DeVries, Bakken, Anderson, and O'Meara

CALL TO ORDER – PLEDGE OF ALLEGIANCE

Meeting called to order by Mayor Lambrecht. The pledge of allegiance was then recited.

CONSENT AGENDA ITEMS (presented by the Mayor) –

Approval of minutes of regular meeting held February 6, 2023

Approval of minutes of Council Retreat held February 13, 2023

Games of Chance Licenses, Site Authorizations & Special Permits:

El Zagal Escort Motor Patrol – Raffle Permit

Chahinkapa Zoo Association – Raffle Permit

Other Games of Chance and/or Special Permits:

NDSCS Welding Club – Raffle Permit

Presentation/Approval of Reports

January 2023 Bill Pay Report \$1,481,106.92

January 2023 Financial Statements

Memo – Open Records & Meetings Regulations

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

Motion by Schillinger, seconded by Goltz, to approve the Consent Agenda items as presented. Motion carried with all voting ‘aye’.

REPORTS FROM CITY OFFICERS AND STAFF

FINANCE DIRECTOR

PACE Loans Update – referral to Finance Cmt. – Huwe said the City participates in the Bank of North Dakota PACE Loan interest buydown program. A recent inquiry from a local bank regarding loan status requires further review. Mayor Lambrecht will refer this item to the Finance, Personnel & Economic Development Committee.

Policy on Compensatory Time – referral to Finance Cmt. – Huwe explained part of fiscal year end includes a firm deadline for “use it or lose it” of compensatory time. Multiple departments have requested a review and possible amendment of this policy. Mayor Lambrecht will refer this item to the Finance, Personnel & Economic Development Committee.

Online Payment Review – referral to Finance Cmt. – Huwe said the City contracts with Payment Services Network to provide online bill pay services. Approximately 45% of all utility customers use the online bill pay option which collected over \$1.5 million in utility revenues for the City in 2022. Payment Services Network prepared a comprehensive review for further review. Mayor Lambrecht will refer this item to the Finance, Personnel & Economic Development Committee.

68th Legislative Session – Huwe reported Coffee with the Legislators was hosted by the Chamber on Saturday, February 18th. Senator Larry Luick and representatives Cindy Schreiber-Beck and Alisa Mitskog provided updates on current legislation. Crossover is Friday, February 24, however, the plan seems to be for the Legislature to finish the bills from the chamber of origin on Wednesday, February 22nd. Most of the policy

committees have finished their work, however, both the House and Senate Appropriations Committees are meeting to finalize all the bills still in their committees. **SB 2275** to eliminate the Strategic Investment and Improvement Fund (SIIF) bucket that is in front of the Municipal Infrastructure Fund (Prairie Dog) bucket failed by a vote of 10-37. This bill would have eliminated the SIIF bucket that is in front of the Prairie Dog buckets. The City received an unexpected cash receipt of Prairie Dog funds on February 17th of \$1,363,648.85. The timing and distribution of Prairie Dog funds is directly tied to the price of oil and the series of buckets preceding the Municipal Infrastructure Fund. **SB 2367** which was a proposal to make increases to the bucket allocations also failed. **HB 1293** to move the date that city and park elected officials take office back a week to July 1 passed unanimously. **HB 1330** which would have restricted cities ability to appropriately allocate special assessment benefits failed the House by a vote of 39-52. The bill restricted the methods that cities can use to spread special assessments. There are a few others that will continue to be watched.

ATTORNEY

Assistant City Attorney Budke said he was researching City ordinances and criminal code and found that Ord. Chapter 26, Section 33 needs updating regarding harassment to include other electronic communication. He found the State updated it several years ago, the Police Chief and City Attorney's Office agreed the ordinance needs to be amended. Mayor Lambrecht referred this item to the Public Works & Public Safety Committee.

COMMUNITY DEVELOPMENT DIRECTOR

Community Development Report – DeVries provided a review of Wahpeton Winter Wonderland held this past weekend. He said the comedian on Friday night was attended by about 75 people. The pond hockey tournament on Saturday was very successful and the fireworks display afterwards provided a great show. There were no entries for the snow sculpture contest. The inflatable games were very successful with many children and families in attendance but more pieces could be added. Family movie night had very few in attendance and there were some technical difficulties. DeVries will work to get pictures of the events posted to the website by tomorrow. He said it has all been a learning experience so it can be improved upon for next year. Along with this event there were several other events taking place in Wahpeton which brought a lot of people to town.

Win Column – This issue featured news about the ND High School Activities Association implementing a three-class system for basketball which will be good for Wahpeton's student athletes.

LIBRARY DIRECTOR

Library Report – Bakken reported the Library Board meeting scheduled for Thursday has been moved to next Tuesday due to the pending inclement weather forecast. Other happenings at the library include story time, teen advisory group, and March is Red River Valley Kids Read with a month of various activities. She announced the library has a part-time position opening with applications being received until March 3rd. She provided an update on the legislative assembly, saying HB 1205 relating to prohibiting libraries from maintaining sexually explicit books passed. Local libraries had been hoping for a do no pass. SB 2123 relating to displaying objectionable materials or performance to minors also passed. They are hoping in crossover they will see some amendments to both bills resulting in a better outcome.

POLICE CHIEF

2023 Patrol Vehicle Purchases – referral to Finance & PW Cmts. – Mayor Lambrecht referred this item to the Finance, Personnel & Economic Development Committee and also to the Public Works & Public Safety Committee.

City Ord. Ch. 4-21 to 4-72 Animals; Article II Dogs & Cats – referral to PW Cmt. – Mayor Lambrecht referred this item to the Public Works & Public Safety Committee.

PUBLIC WORKS DIRECTOR

Public Works Report –

Disposition of City Hall Fleet Vans – referral to PW Cmt. – Mayor Lambrecht referred this item to the Public Works & Public Safety Committee.

2023 Seal Coat Project – referral to PW Cmt. – Mayor Lambrecht referred this item to the Public Works & Public Safety Committee.

Professional Services Agmnt. Chemical Storage Bldg. – referral to PW Cmt. – Mayor Lambrecht referred this item to the Public Works & Public Safety Committee.

Draft Ord. Keeping of Chickens – referral to PW Cmt. – Mayor Lambrecht referred this item to the Public Works & Public Safety Committee.

Miranowski requested referral to Public Works Committee **for the Flood Pump Rental Agreement for the 2023 Spring Breakup.** Mayor Lambrecht referred this item to the Public Works & Public Safety Committee.

Miranowski requested referral to Public Works Committee **for the Tractor Rental Agreement for the PTO Pump Station for the 2023 Spring Breakup.** Mayor Lambrecht referred this item to the Public Works & Public Safety Committee.

Miranowski requested referral to Public Works Committee **to Review 8th Avenue North Reconstruction Project Assessment Spread.** Mayor Lambrecht referred this item to the Public Works & Public Safety Committee.

Miranowski reported on the Public Works/Street Department tasks/activities in the past few weeks that have been completed or that are being worked on.

COMMUNICATIONS FROM THE MAYOR & COUNCIL

Perdue said he and several other parents felt the Fire & Ice Pond Hockey Tournament was a huge success and would like to see it evolve into something bigger, perhaps a two-day event. He thanked those involved.

McNary announced the interviews for the City representative on the SVEDA board will take place February 28th beginning at 4pm. He also spoke to Weeblos Boy Scouts regarding City government last week. Lambrecht noted the NDSCS baseball team is looking for any projects so if anyone has any ideas they can let him know.

2023-2026 City Council Goals & Priorities – Lambrecht presented a draft of the 2023-2026 City Council Goals and Priorities for approval as follows: Goals: Preserve sustainable, long-term local sales tax collections; Research and plan for a community Wellness & Recreation Center; Fund ongoing obligations while working to lessen dependency on property taxes; and Business retention. Priorities: Invest in infrastructure preservation and expansion; Maintain strong public safety (police & fire) service delivery; and Industrial business attraction. **Motion by Unruh, seconded by Schillinger, to approve the 2023-2026 City Council Goals & Priorities as presented: Goals: Preserve sustainable, long-term local sales tax collections; Research and plan for a community Wellness & Recreation Center; Fund ongoing obligations while working to lessen dependency on property taxes; and Business retention. Priorities: Invest in infrastructure preservation and expansion; Maintain strong public safety (police & fire) service delivery; and Industrial business attraction. Motion carried with all voting ‘aye’.**

REPORTS FROM THE CITY COUNCIL COMMITTEES & BOARDS

Finance, Personnel & Economic Development Committee Report (no meeting held)

Public Works & Public Safety Committee Report (no meeting held)

January 2023 Bill Pay Report

DISBURSEMENTS FUND	ACCOUNTS PAYABLE	PAYROLL & GL	TOTAL
101 GENERAL FUND	\$308,308.10	\$46,819.05	\$355,127.15
201 WATER OPERATING FUND	\$55,532.54	\$50,722.48	\$106,255.02
202 SANITARY SEWER OPERATING FUND	\$48,683.33	\$30,112.63	\$78,795.96
203 WASTE REMOVAL OPERATING FUND	\$30,190.10	\$1,407.42	\$31,597.52
204 WASTE REDUCTION FUND	\$4,151.60		\$4,151.60
205 VECTOR CONTROL FUND	\$344.99	\$1,532.28	\$1,877.27
206 STREET LIGHTING	\$16,656.33		\$16,656.33
207 STORM WATER UTILITY	\$63,149.41		\$63,149.41

209 LIBRARY LEVY FUND	\$4,130.82	\$17,280.54	\$21,411.36
216 AIRPORT 4-MILL LEVY FUND		\$1,076.50	\$1,076.50
229 CAPITAL IMPROVEMENTS FUND	\$186,693.64		\$186,693.64
233 REAL ESTATE LEVY FUND	\$755.00		\$755.00
234 SPECIAL STREET MAINT FUND	\$43,482.19		\$43,482.19
235 SNOW/FLOOD EMERG LEVY FUND	\$15,392.70		\$15,392.70
236 LEVEE MAINTENANCE	\$2,022.06	\$10,263.16	\$12,285.22
253 METER DEPOSITS TRUST FUND	\$224.00		\$224.00
261 UNEMPLOYMENT COMP RESERVE FUND	\$31.68		\$31.68
271 ECONOMIC DEVEL DEPT FUND	\$1,669.54	\$12,997.78	\$14,667.32
303 MISCELLANEOUS FUND	\$804.77		\$804.77
315 TAX INCREMENT FUND	\$1,250.00		\$1,250.00
319 LODGING TAX FUND	\$600.99		\$600.99
320 SALES TAX OPERATING FUND	\$73,586.41		\$73,586.41
321 SALES TAX RESERVE FUND	\$16,250.00		\$16,250.00
326 REVOLVING LOAN FUND	\$62,366.67		\$62,366.67
393 1% RESTAURANT TAX FUND	\$1,765.09		\$1,765.09
457 R/I #11111 SERIES 2011B	\$225.00		\$225.00
459 R/I #11314 SERIES 2014	\$225.00		\$225.00
461 R/I #11516 SERIES 2016	\$225.00		\$225.00
462 R/I #11617 SERIES 2017	\$225.00		\$225.00
570 SALES TAX FOR INFRASTRUCTURE	\$217,000.00		\$217,000.00
666 E.SIDE SANITARY PART B PH II	\$42,300.00		\$42,300.00
676 DOWNTOWN S. STREETS ST20-255	\$110,503.60		\$110,503.60
686 DOWNTOWN S STREETS2 ST21-259	\$149.52		\$149.52
TOTAL	\$1,308,895.08	\$172,211.84	\$1,481,106.92

SCHEDULING OF COMMITTEE MEETINGS

The following Committee Meetings were then scheduled:

- a. Public Works Committee February 27th 4:00 p.m.
- b. Finance Committee February 27th 5:00 p.m.

Motion by McNary, seconded by Goltz, to adjourn at 5:32 p.m. Motion carried.

Mayor Brett Lambrecht

Lynelle Amos, Finance Assistant