

Wahpeton City Council

July 6, 2021

5:00 p.m.

Present: Lambrecht, Carlson, Goltz, Wateland, Dale, Bohn, Fobb, and McNary

Absent: Woods II

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

CALL TO ORDER

Meeting called to order by Mayor Dale.

CONSENT AGENDA ITEMS (presented by the Mayor) –

Approval of minutes of regular meeting held June 21, 2021

Games of Chance Licenses, Site Authorizations & Special Permits:

Relay for Life Scramble for a Cure – Raffle Permit

BW Blades Youth Hockey Association – Raffle Permit

BW Blades Youth Hockey Association – Raffle Permit

Presentation/Approval of Reports

Rural Resource Roundtable Invitation

Wahpeton Airport Grant Award Notification

Borderline Chalkfest July 17th-18th

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

Motion by Wateland, seconded by Carlson, to approve the Consent Agenda items as presented.

Motion carried with all voting ‘aye’.

REPORTS FROM CITY OFFICERS AND STAFF

FINANCE DIRECTOR

Huwe noted due to technical difficulties the meeting is not able to be broadcast. A necessary software update is pending.

2022 Budget Contracts and Other Misc. – request referral to Finance Cmt. & PW Cmt. – Huwe said City departments have submitted their preliminary budgets. The process of evaluating budget proposals to realizable revenues is ongoing throughout this week. The City has several contracts for service pending including the 911 communications contract, indigent defense contracts, the school resource officer contract, and the cell tower lease contract. She said she is looking forward to discussing expense budget contingency pooling, integration of capital improvements projects, and budget priorities with both the Finance and Public Works Committees. She requested the 2022 Budget be referred to both the Finance and PW Committees. Mayor Dale will refer this item to the Finance, Economic Development & Personnel Committee and the Public Works & Public Safety Committee.

ATTORNEY

Downtown Side Streets Proj. ST20-255 & ST21-259 Project Resolutions – Lies explained the following resolutions were needed due to a district name change and is for housekeeping purposes.

Council member Bohn offered the following and moved its adoption:

RESOLUTION NO. 3798

RESOLUTION AMENDING IMPROVEMENT DISTRICT NAME IN ACCORDANCE WITH N.D.C.C. 40-22-08

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

Council member Bohn offered the following and moved its adoption:

RESOLUTION NO. 3799
**AMENDED RESOLUTION OF THE CITY OF WAHPETON RELATING TO
THE ISSUANCE OF BONDS AND THE REIMBURSEMENT OF CERTAIN
EXPENDITURES FOR STREET AND UTILITIES IMPROVEMENT DISTRICT
(Downtown Side Streets Reconstruction Phase I
(Project No. ST20-255) & Phase II (Project No. ST21-259))**

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

Lies then presented the following resolutions for adoption.

Council member Lambrecht offered the following and moved its adoption:

RESOLUTION NO. 3800
**AMENDED RESOLUTION DIRECTING PREPARATION OF
ENGINEER'S REPORT FOR THE IMPROVEMENT IN
STREET AND UTILITIES IMPROVEMENT DISTRICT
(Downtown Side Streets Reconstruction Phase I
(Project No. ST20-255) & Phase II (Project No. ST21-259))**

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

Council member Bohn offered the following and moved its adoption:

RESOLUTION NO. 3801
**RESOLUTION RECEIVING AND APPROVING ENGINEER'S REPORT IN
STREET AND UTILITIES IMPROVEMENT DISTRICT
(Downtown Side Streets Reconstruction Phase I
(Project No. ST20-255) & Phase II (Project No. ST21-259))**

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

Council member Bohn offered the following and moved its adoption:

RESOLUTION NO. 3802
**RESOLUTION DIRECTING PREPARATION FOR PLANS
AND SPECIFICATIONS AND ESTIMATE OF COSTS FOR IMPROVEMENT
IN STREET AND UTILITIES IMPROVEMENT DISTRICT
(Downtown Side Streets Reconstruction Phase I
(Project No. ST20-255) & Phase II (Project No. ST21-259))**

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

COMMUNITY DEVELOPMENT DIRECTOR

Community Director Report – Win Column – This issue featured a recap of the 4th of July celebration and other events happening in July.

Recommendation from Planning Commission Central Properties PUD Ord. 1026 – No recommendation was made by the Planning Commission so there was nothing to report at this time.

LIBRARY DIRECTOR

Library Report – Bakken provided and reviewed Leach Public Library’s 2020 Annual Report. She said COVID-19 brought many unique challenges for the library in 2020 but by following expert guidelines they were able to offer curbside pickup and appointments for patrons and the general public throughout the pandemic. Virtual programming was offered during this time, as well as online resources. The report reflects a decrease in numbers compared to previous years but were not as significant as expected. In circulation there was an increase in e-material usage but still had an impressive number of physical items go out by request, and doubled the amount of inter-library loan requests. In other library happenings this week, the Summer Reading Program will have a virtual Story Time and Lunch Time Tales on Thursday, with a movie being shown on Friday. Next Monday there will be an art project introducing animal habitats. A Friends of the Library meeting will be held July 14th. The teens Summer Reading group will have a games day on July 15th. Make & Take craft kits for July are ready for pick up. The library intends to hold an outdoor book sale during Chalkfest.

POLICE CHIEF

Request for Street Closure on 4th St. N. for Chalkfest July 17th & 18th – Thorsteinson presented a request from the Wahpeton Breckenridge Chamber of Commerce for street closure of 4th Street North from Dakota Avenue to 2nd Avenue and 2nd Avenue North from 4th Street to 5th Street starting at 6:00 a.m. on July 17th to 8:00 p.m. on July 18th for Chalkfest. In checking with some of the officers it was felt the additional space was necessary. **Motion by Goltz, seconded by Carlson, to approve the street closure of 4th Street North from Dakota Avenue to 2nd Avenue and 2nd Avenue North from 4th Street to 5th Street starting at 6:00 a.m. on July 17th to 8:00 p.m. on July 18th for Chalkfest. Motion carried with all voting ‘aye’.**

Lexipol Law Enforcement Policy Manual & Training Proposal – Thorsteinson requested permission to enter into a subscription agreement with Lexipol. A copy of the proposal was provided. The Police Department needs to update their policy manual and keep it updated efficiently and effectively and this company could provide that service. The subscription would be at a pro-rated cost for the remainder of this year, which includes a standard cross-reference analysis which will allow them to combine their current policies with standard policies across the nation, and would be a one-time cost. **Motion by Bohn, seconded by Fobb, to approve the Wahpeton Police Department entering into a Subscription Agreement with Lexipol for Annual Law Enforcement Policy Manual & Training as Proposed.** Discussion held regarding the funding source for 2021 which it was explained would come from the Police Department’s Schools/Training/Travel line item. **Motion carried with a roll call vote of 7-0.**

PUBLIC WORKS DIRECTOR

Public Works Report –

Variable Frequency Drives for Storm Pump Stations – request referral to PW Cmt. –

Mayor Dale will refer this item to the Public Works & Public Safety Committee.

Miranowski requested referral to Public Works Committee **of Change Order #2 for East Side Sanitary Sewer Phase II, Part 1 Project.** Mayor Dale will refer this item to the Public Works & Public Safety Committee.

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

REPORTS FROM THE CITY COUNCIL COMMITTEES & BOARDS

Finance, Personnel & Economic Development Committee Report

Wateland said the Finance, Personnel & Economic Development Committee met at 5:00 p.m. on June 28th.

Chahinkapa Zoo Renovation Project – motion to approve \$566,320 – **Motion by Wateland, seconded by Goltz, to approve \$566,320 from Sales Tax for Economic Development for Chahinkapa Zoo Improvements to include a Joint Powers Agreement with the Wahpeton Park Board. Motion carried with a roll call vote of 7-0.**

Rec Center Ad-hoc Cmt. Update - discussion

Former M & H Property – discussion

Public Works & Public Safety Committee Report

Bohn said the Public Works & Public Safety Committee met at 5:00 p.m. on June 29th.

Rec Center Ad-hoc Cmt. Update – discussion

Loy Ave. & 12th St. N. Proj. ST19-249 SRF Loan Application – motion to approve and offer Resolution – Motion by Bohn, seconded by Fobb, to approve the SRF Loan Resolution for the Loy Avenue and 12th Street North Reconstruction Project ST19-249. Motion carried with a roll call vote of 7-0.

Council member Bohn offered the following and moved its adoption:

RESOLUTION NO. 3803

**RESOLUTION OF THE CITY OF WAHPETON RELATING TO
AUTHORIZATION TO FILE AN APPLICATION WITH THE NORTH DAKOTA
DEPARTMENT OF ENVIRONMENTAL QUALITY FOR A LOAN UNDER THE
CLEAN WATER ACT AND/OR SAFE DRINKING WATER ACT FOR
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 Councilmember Fobb. Motion carried with a roll call vote 7-0.

Lime Pond Cleaning at the Water Treatment Plant – motion to proceed – Motion by Bohn, seconded by Lambrecht, to approve the Plans and Specs and authorize receipt of bids for the Lime Pond Cleaning at the Water Treatment Plant. Motion carried with all voting ‘aye’.

Dakota Ave. Side Streets Ph. II Proj. ST21-259 Engineering Agmnt. with Interstate Engineering – motion to approve \$167,070.65 and offer Resolution – Motion by Bohn, seconded by McNary, to approve proceeding with the Engineering Agreement with Interstate Engineering for the Dakota Avenue Side Streets Phase II Project ST21-259 at a cost of \$167,070.65. Motion carried with a roll call vote of 7-0. It was noted the resolutions were done previously in the meeting.

South Side Fire Station Alley & Parking Lot Improvements – motion to proceed – Motion by Bohn, seconded by McNary, to approve proceeding with bidding the Parking Lot Project for the South Side Fire Station. Motion carried with all voting ‘aye’.

5G & Small Wireless Facilities Ordinance – motion to offer first reading of Ordinance 1027 –

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

ORDINANCE NO. 1027

**AN ORDINANCE ESTABLISHING REGULATIONS
FOR SMALL WIRELESS FACILITIES AND MACRO CELL TOWERS**

Request for 5th Ave. N. Ditch Alternative – discussion

Request for Drive-thru Lane at 530 11th St. N. – discussion

Pond Operations & Maintenance Manual Updates – discussion

Street Dept. 2006 Chevy Silverado Repairs – motion to repair est. \$6,100 – Motion by Bohn, seconded by Carlson, to approve repair of the existing 2006 Chevy Silverado Street Department pickup at the cost of \$6,100. Motion carried with a roll call vote of 7-0.

Yard Junk/Clutter Updates - discussion

Building Official Updates – discussion

Consulting Engineering Services – motion to create a framework for an engineering pool – Motion by Bohn, seconded by McNary, to approve Staff creating a framework for how an Engineering Pool would function. Motion carried with all voting ‘aye’.

Referrals – see PW Director Report

SCHEDULING OF COMMITTEE MEETINGS

The following Committee Meetings were then scheduled:

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

Adjournment

Motion by Wateland, seconded by Lambrecht, to adjourn at 5:35 p.m. Motion carried.

Mayor Steve Dale

Lynelle Amos, Finance Assistant