

**Wahpeton City Council**  
**June 5, 2023**  
**5:00 p.m.**

**Present:** Schillinger, Perdue, Woods, Lambrecht, Bohn, and Unruh

**Absent:** Goltz, Fobb, and McNary

**Also Present:** Huwe, Hatting, Miranowski, Broadland, DeVries, Bakken, Appell, Rogahn, and O'Meara

**CALL TO ORDER – PLEDGE OF ALLEGIANCE**

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

**PUBLIC HEARINGS/CITIZEN CONCERNS/ETC.**

**Joint Public Hearing with Planning Commission 2045 Wahpeton Comprehensive Plan – Interstate Engineering** – It was reported that due to the need for more information this hearing will be moved to the June 19, 2023 Council meeting.

**2024-2028 Capital Improvement Plan** – City Engineering Project Manager Rogahn reviewed some of the larger proposed infrastructure projects by year included in the CIP 2024-2028. The draft CIP can be viewed on the City's website. **Motion by Bohn, seconded by Woods, to approve the Capital Improvements Plan 2024-2028 as presented. Motion carried with all voting 'aye'.**

**CONSENT AGENDA ITEMS (presented by the Mayor) –**

**Approval of minutes of regular meeting held May 15, 2023**

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

Prometheus MC – Raffle Permit

Wahpeton Aerie 2749 Fraternal Order of Eagles – Site Authorization

**Other Games of Chance and/or Special Permits: None**

**Presentation/Approval of Reports**

2022 Annual Library Board Report to the Council

Rural Development Finance Corp. Notice of Annual Report

Arbor Day Foundation Names Wahpeton 2022 Tree City USA

Mayor Lambrecht asked if there were any items to be removed from the consent agenda and there were none. **Motion by Schillinger, seconded by Unruh, to approve the Consent Agenda items as presented. Motion carried with all voting 'aye'.**

**REPORTS FROM CITY OFFICERS AND STAFF**

**FINANCE DIRECTOR**

**BND Infrastructure Revolving Loan Fund Agreement for Rosewood 3<sup>rd</sup> Addition ST22-269** –

Huwe said Council approved a development agreement with S & S HD for the construction 18 additional residential lots north of the Wheatland Rd./Rosewood shared use path area. The Bank of ND Municipal Infrastructure Loan Program can provide financing at 2% resulting in special assessments at 3.5%. Engineering Project Manager Rogahn has submitted an application and received preliminary approval from the Bank of ND. BND requires a signed commitment to accept the terms to proceed with preparation of the loan documents. **Motion by Bohn, seconded by Perdue, to approve the Letter of Commitment to the Bank of ND for the Rosewood 3 Project in the amount of \$1,445,575 for 25 years at 2%. Motion carried with a roll call vote of 5-0.**

**Request Confirmation of Re-appointment of Allen Yaggie to WAA term ending 7/1/2028** – Huwe reported the Wahpeton Airport Authority has submitted a request to the Council to confirm the reappointment of Allen Yaggie to a 5 year term ending 7/1/2028. **Motion by Woods, seconded by Schillinger, to approve the reappointment of Allen Yaggie to the Wahpeton Airport Authority for a 5 year term ending 7/1/2028. Motion carried with all voting ‘aye’.**

**WCDC Development Agreement Negotiations – refer to Finance Cmt.** – Huwe explained negotiations have continued on the “Notice to Proceed” on infrastructure improvements in the Homestead Addition and asked that it be referred to Finance Committee. Mayor Lambrecht will refer this item to the Finance, Personnel & Economic Development Committee.

**4C & H LLC Development Agreement (Central School Site) – referral to Finance Cmt.** – Huwe said the developer of the 14 residential rental units would like to provide a project update and project financing clarification to the Finance Committee. Mayor Lambrecht will refer this item to the Finance, Personnel & Economic Development Committee.

**Thimjon 11<sup>th</sup> St. N. Development Agreement – refer to Finance Cmt.** – Huwe reported progress continues on the pre-planning for the twin home development proposed on 11<sup>th</sup> Street North and requested referral to Finance Committee. Mayor Lambrecht will refer this item to the Finance, Personnel & Economic Development Committee.

**July 3<sup>rd</sup> Council Meeting Rescheduled to July 10<sup>th</sup>** – Huwe announced the regularly scheduled Council meeting for July 3<sup>rd</sup> has been rescheduled to the following Monday, July 10<sup>th</sup>, and the committee meetings will be held on the next day, July 11<sup>th</sup>. Employees regularly scheduled to work on July 3<sup>rd</sup> will be required to use vacation time for the day.

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

**Reminder – Richland County Board of Equalization** – Broadland gave a reminder that the Richland County Board of Equalization will be held tomorrow, Tuesday, June 6<sup>th</sup> at 10:00 am at the Richland County Courthouse where they will be hearing cities.

#### **ATTORNEY**

City Attorney Hatting requested referral to Public Works of a draft Ordinance amending section 26-281 regarding alcohol related offenses.

#### **COMMUNITY DEVELOPMENT DIRECTOR**

**Community Development Report - Win Column** – This issue featured a ‘Thank You’ to all the local volunteers.

DeVries requested referral of the Heritage Square Holiday Tree to the Public Works Committee. Mayor Lambrecht will refer this item to the Public Works & Public Safety Committee.

DeVries said the annual July 4<sup>th</sup> fireworks display is a big part of the activities in Wahpeton and is funded by sponsorships. He encouraged consideration of donating to the fireworks project.

#### **LIBRARY DIRECTOR**

**Library Report** – Bakken reported the library kicked off its Summer Reading Program today, ‘All Together Now’. A schedule of events can be found on their website. The library is once again sponsoring a small art show, with a drop-in painting session scheduled. The summer lunch program began today at the library, serving from 11:15 am to 12:15 pm from Monday through Friday. Bakken

reported the Leach Public Library was awarded an Excelling Status for Excellent Service to their Community from the ND State Library. The Friends of the Library held a free will offering book sale last week which was a success. Their next meeting will be September 13<sup>th</sup>. The Leach Public Library Board of Trustees has a vacancy and library advocates can submit their name at the library or at City Hall with appointment being made by the Mayor and City Council. The three-year term will begin with the July meeting.

### **POLICE CHIEF**

**Police Dept. Report** – Deputy Police Chief Appell reported the K9 has been certified. Twenty cars from the impound have been sold to a salvage company and should be gone with the next few weeks. Nuisance yard enforcement has begun. Following the incident this weekend residents are reminded to sign up for Everbridge to receive notifications of such emergency events.

**Dakota Ave. Street Closure Request Headwaters Music Festival July 21<sup>st</sup>** – Appell presented a request for street closure of the 300 Block of Dakota Avenue on July 21<sup>st</sup> for the Headwaters Music Festival. **Motion by Bohn, seconded by Woods, to approve the street closure of the 300 Block of Dakota Avenue on July 21<sup>st</sup> for the Headwaters Music Festival. Motion carried with all voting ‘aye’.**

### **PUBLIC WORKS DIRECTOR**

**Public Works Report** –

**8<sup>th</sup> Ave. N. Proj. ST19-248 Sellin Bros. CCO #1 (ND DOT & City) deduct \$181,169.67** –

Miranowski explained the change orders aren't actually a change in the dollar amount but a change in the unit of measurement from tons to square yards. **Motion by Bohn, seconded by Unruh, to approve the Change Orders #1 and #2 for the 8<sup>th</sup> Avenue North Project ST19-248 (ND DOT & City) with Sellin Bros. Motion carried with a roll call vote of 5-0.**

**Vector Control Chemical Bldg. – refer to PW Cmt.** – Mayor Lambrecht will refer this item to the Public Works & Public Safety Committee.

**Dakota Ave. Side Streets PH. I Proj. ST20-255 – Professional Services Agmnt. Amendment – refer to PW Cmt.** – Mayor Lambrecht will refer this item to the Public Works & Public Safety Committee.

**Storage Garage at Street Shop – refer to PW Cmt.** – Mayor Lambrecht will refer this item to the Public Works & Public Safety Committee.

**Waste Management Residential Waste Removal Contract Renewal – refer to PW Cmt.** – Mayor Lambrecht will refer this item to the Public Works & Public Safety Committee.

Miranowski requested referral to Public Works Committee **of the Transfer of the Cooling Water Discharge Permit from WCCO Belting to ContiTech USA, Inc.** Mayor Lambrecht will refer 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**

Lambrecht thanked those who worked to correct the water break last week, including Comstock Construction and City staff. He also thanked the Police Department and all those involved for their response to the incident this weekend.

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

### **Public Works & Public Safety Committee Report**

Perdue said the Public Works & Public Safety Committee met on May 22 at 4:00 p.m.

#### **East Side Sanitary Sewer Proj. Ph. II Extension**

**Police Body Cameras – motion to approve Motorola quote \$23,894 – Motion by Perdue, seconded by Woods, to approve the purchase of Motorola Body Cameras for the Police Department at a cost of \$23,894.00 for the first year. Motion carried with a roll call vote of 5-0.**

**Overhead Door at Street Shop – motion to approve Heitkamp quote \$19,546 – Motion by Perdue, seconded by Unruh, to approve awarding the bid to Heitkamp Construction to widen the Overhead Door at the Street Shop at a cost of \$19,546. Motion carried with a roll call vote of 5-0.**

**Golf Course Irrigation System Intake Pump – motion to proceed with plans and specs – Motion by Perdue, seconded by Woods, to approve drafting Plans and Specs for Repairs of the Golf Course Intake Pump. Motion carried with a roll call vote of 5-0.**

**Seatbelt Primary Enforcement – motion to offer first reading of Ord. 1054 –**

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

#### **ORDINANCE NO. 1054**

#### **AN ORDINANCE REPEALING AND REPLACING SECTION 42-917 – USE OF SAFETY BELTS REQUIRED IN CERTAIN MOTOR VEHICLES**

**Right of Way License 10<sup>th</sup> St. S. - discussion**

**Keeping of Poultry – discussion**

**Heritage Square Christmas Tree – discussion**

**Fire Hydrants Located on Private Property Ord. 1053 – discussion**

**One-Way Street – discussion**

**Building Official Updates**

**Vehicle Exchange with Wahpeton Park Board – motion to approve bucket truck trade – Motion by Perdue, seconded by Woods, to approve a Vehicle Exchange with the Wahpeton Park Board to exchange old bucket trucks. Motion carried with a roll call vote of 5-0.**

**Waste Management Residential Waste Removal Contract - discussion**

**Referrals – see PW Director Report**

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

Bohn said Finance, Personal & Economic Development met on May 22 at 5:00 p.m.

**Development Agreement Updates - discussion**

**2024 Budget Preparation Calendar & Premises – motion to approve – Motion by Bohn, seconded by Schillinger, to approve the 2024 Preliminary Budget Premises using the variables as presented. Motion carried with all voting ‘aye’.**

**11<sup>th</sup> St. N. Development Agreement Request – discussion**

**Position Description Updates - discussion**

**Referrals**

**SCHEDULING OF COMMITTEE MEETINGS**

The following Committee Meetings were then scheduled:

- a. Public Works Committee June 12<sup>th</sup> 4:00 p.m.
- b. Finance Committee June 12<sup>th</sup> 5:00 p.m.

**Motion by Woods, seconded by Perdue, to adjourn at 5:57 p.m. Motion carried.**

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Mayor Brett Lambrecht

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Lynelle Amos, Finance Assistant