

Wahpeton City Council

June 6, 2022

5:00 p.m.

Present: Lambrecht, Goltz, Wateland, Dale, Bohn, Woods II, Fobb, and McNary (remotely)

Absent: Carlson

Also Present: Huwe, Hatting, Miranowski, Broadland, DeVries, Bakken, Thorsteinson, Amos, and O'Meara

CALL TO ORDER

Meeting called to order by Mayor Dale.

PUBLIC HEARINGS/CITIZEN CONCERNS/ETC.

Joint Public Hearing with Planning Commission – Ord. 1037 Amending Special Exceptions in B2 Heavy Zoning on 2nd Ave. N. – Dockter said the Planning Commission was reconvened and referred to Hatting for explanation of the proposed amendment to Ordinance 1037. Hatting explained a request was received to turn the old Action Realty building into a residence and this special exception would allow them to do that. The only change is Sec. 46-168, Subsection (c) “(1) Single-family dwellings immediately abutting and along the North side of 2nd Avenue North between 2nd Street North and 3rd Street North”. It was asked if there was anyone present to speak about the proposed ordinance amendment, and there was none. When asked, Huwe said there have been no inquiries or comments, either written or in person, regarding the proposed ordinance amendment. The Planning Commission was asked for their recommendation. **Motion by Hickel, seconded by Bohn, to recommend to the City Council to approve Ordinance 1037 amending Special Exceptions in B2 Heavy Zoning on 2nd Avenue North. Motion carried with all voting ‘aye’.**

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

ORDINANCE NO. 1037

AN ORDINANCE AMENDING SPECIAL EXCEPTIONS IN BUSINESS B-2 HEAVY ZONING CLASSIFICATIONS

The motion for the adoption of the foregoing Ordinance was duly seconded by Councilmember Woods. Motion carried with all roll call vote of 7-0.

The Public Hearing was then concluded. **Motion by Cook, seconded by Hickel, to adjourn the Planning Commission meeting at 5:05 p.m. Motion carried with all voting ‘aye’.**

CONSENT AGENDA ITEMS (presented by the Mayor) –

Approval of minutes of regular meeting held May 16, 2022

Games of Chance Licenses, Site Authorizations & Special Permits:

Wahpeton Senior Center – Raffle Permit

Lauren Gregor Benefit by Aunts – Raffle Permit

Other Games of Chance and/or Special Permits:

Fire & Iron Motorcycle Club Station 126 – Raffle Permit

Presentation/Approval of Reports

Poll Location for June 14th Election – Wahpeton Event Center 995 21st Ave. N.

Mayor Dale asked if there were any items to be removed from the consent agenda and there were none. **Motion by Fobb, 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**

Class C-5 Club Lodge Liquor License Application for the Wahpeton Eagles Club – Huwe said the Fraternal Order of Eagles Aerie #2749 Wahpeton has submitted an application for a Class C-5 Liquor License. A license application requires an eligible applicant and an eligible site. The site at 219 Dakota Avenue is still a work in progress expected to be finished in late summer. Additionally, the Eagles Club has submitted applications for 2 amusement devices and a Class 2 cabaret license to host live entertainment. **Motion by Wateland, seconded by Lambrecht, to approve the Class C-5 Liquor License Application, the 2 Amusement Device Applications, and the Class 2 Cabaret License for the Wahpeton Eagles Club/Fraternal Order of Eagles Aerie #2749 contingent upon verification that all license requirements are met. Motion carried with all voting ‘aye’.**

Richard Pierce Nuisance Property Hearing Postponed – Huwe explained the property owner of Briarwood Mobile Home Park has requested an administrative public hearing in front of the Council to appeal a March 1st, 2022, notice from the Building Official to mitigate a dilapidated property. The hearing was originally scheduled immediately following Council tonight. The property owner has requested a postponement, which will try to be kept coordinated with a regularly scheduled meeting. Notification of the new date and time will be communicated once it is confirmed.

2023-2027 Capital Improvements Plan – reminder of public hearing on June 20th at 5:00 p.m. – Huwe said the 5-year Capital Improvement Plan is a key tool in the development of the annual City budget. The proposed 2023-2027 plan is in revised draft form and available for review on the City’s website. Questions or comments can be directed to Huwe. A public hearing on the plan is scheduled for the June 20th Council meeting.

2023 Budget – Huwe noted individual City Departments will begin preparing their preliminary budgets in the next few weeks. A draft preliminary budget will be available by July 11th, with targeted approval of the preliminary budget and proposed tax levy by the second Council meeting in July.

Indigent Defense Contract Termination Notice – request referral to Finance Cmt. – Huwe said Smith & Strege has experienced some staffing changes and has decided to discontinue the Indigent Defense Contract for Municipal Court. She requested the contract be referred to the Finance Committee for discussion of next steps. Mayor Dale will refer this item to the Finance, Personnel & Economic Development Committee.

City Election June 14, 2022 – Huwe said there are only 8 days until the June 14th election. She reminded the Council and the public that there will be one single polling location in the City of Wahpeton at the Wahpeton Event Center at 995 21st Avenue North (attached to the Travelodge Hotel). After the election results have been canvassed and the results declared official the newly elected will be notified by email. The June 20th Council meeting will include all Council members presently seated, and if they are not returning for a new term it will be their final Council meeting for that elected term. The entire Council will convene on the 4th Tuesday in June for an Organization Meeting. Committee assignments, Council President and Vice President will be voted on at the reorganization meeting. A brief orientation will follow for the newly elected officials.

ASSESSOR/BUILDING CODES

Richland County Board of Equalization Reminder – A reminder was given that the Richland County Board of Equalization will be held tomorrow, June 7th, at the Courthouse with for the City at 10:00 a.m. and the County at 11:00 a.m.

ATTORNEY

Ord. No. 1036 Regarding Violations for the Tree and Yard Waste Disposal Site – 2nd Reading – Hatting explained this is an ordinance amending the definitions in Division 2, theft and related offenses. This came to the Public Works Committee via a request related to the tree disposal site that is a service available only to residents of the City of Wahpeton, and to increase the ability of the City’s Police Department or other staff members in enforcing that this is a service strictly for the City of Wahpeton’s residents. Wording was added under Sec. 26-76 – Definitions “...services available only to residents of Wahpeton”.

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

ORDINANCE NO. 1036
AN ORDINANCE AMENDING DEFINITIONS IN
DIVISION 2, THEFT & RELATED OFFENSES

The motion for the adoption of the foregoing Ordinance was duly seconded by Councilmember Woods. Motion carried with all roll call vote of 7-0.

Public Works Standards Ordinance Amendments – request referral to PW Cmt. – Mayor Dale will refer this item to the Public Works & Public Safety Committee.

COMMUNITY DEVELOPMENT DIRECTOR

Community Development Report – Holiday Lane Improvements – request referral to Finance Cmt. – DeVries said he has updated information about expanding Holiday Lane and requested it be referred to Finance Committee. Mayor Dale will refer these items to the Finance, Personnel & Economic Development Committee.

Win Column – This issue featured information on the numerous local elections. [DeVries exit at 5:17 pm]

LIBRARY DIRECTOR

Library Report – Bakken reported the Summer Reading Program was kicked off today for all ages. Attendees of the SRP may pick up a small art package at the library. The Traveling Lantern Company will be performing ‘Camp Ocean’ on Tuesday. Preschool story time begins on Wednesday, with a movie later that afternoon. A family movie will be shown on Friday. A calendar of events is available on the library’s website. The library is once again a summer lunch program site for children under 18 years of age. The Story Stroll has been moved to the Airport Park and Evergreen West Mini-Park.

PUBLIC WORKS DIRECTOR

Public Works Report –

Referral to PW Committee – Miranowski requested referral to Public Works Committee **of the Final Pay Application and Balancing Change Order for the 2022 Sealcoat Project.** Mayor Dale 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.

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 May 23rd. **2023-2027 Capital Improvements Plan Draft – motion to set a Public Hearing for June 20th at 5:00 p.m. – Motion by Wateland, seconded by Goltz, to approve scheduling a Public Hearing for June 20th, 2022 at 5:00 p.m. on the 2023-2027 Capital Improvements Plan. Motion carried with all voting ‘aye’.**

2023 Budget Planning – motion to use variables as presented for preliminary budget – Motion by Wateland, seconded by Lambrecht, to approve the 2023 Preliminary Budget Premises using the variables as presented. Discussion held regarding fuel costs. **Motion carried with all voting ‘aye’.**

Development Agreement for Rosewood 3rd Addition & Rosewood 4th Addition – discussion

Bank of ND PACE Interest Buydown Request Vaderstad Expansion – motion to approve 50/50 cost share with RCJDA up to \$107,142.87 loan – Motion by Wateland, seconded by Fobb, to approve participating 50/50 with Richland County Jobs Development Authority for the Vaderstad, LLC Bank of ND PACE Interest Buydown for the City’s share of up to \$107,142.87 with repayment to begin after 5 years. Motion carried with a roll call vote of 7-0.

Referrals

Public Works & Public Safety Committee Report

Bohn said the Public Works & Public Safety Committee met at 5:00 p.m. on May 24th.

Engineering Contract Addendum with Interstate Engineering for E. Side Sanitary Sewer Phase B Part 2 Proj. SS18-243 – motion to approve \$475,588.72 for design engineering and \$638,737.21 for construction engineering – Motion by Bohn, seconded by Woods, to approve the Addendum to the Engineering Agreement with Interstate Engineering for the Eastside Sanitary Sewer Phase B Part 2 Project SS18-243 at a cost of Design Engineering of \$475,588.72 and Construction Engineering of \$638,737.21. Motion carried with a roll call vote of 7-0.

Salt Storage Shed Replacement – discussion

Ordinance Regarding Parking of Trucks, Buses, Trailers, Etc. on Streets

Review Engineering Design Standards – discussion

Review Development Standards – discussion

Review Shared Use Path Mater Plan – discussion

Mailbox Reimbursement Policy – discussion

Stormwater Utility Fund

2023-2027 Capital Improvements Plan Draft

121 3rd St. S. Grain Elevator Storm Damage - discussion

Official Tree List – discussion

Yard Junk/Clutter Updates – discussion

Building Official Updates – discussion

Referrals – See PW Director’s Report – Dale asked that a follow-up report on grease traps be presented at the next Public Works meeting.

SCHEDULING OF COMMITTEE MEETINGS

The following Committee Meetings were then scheduled:

- a. Finance Committee June 13th, 5:00 PM
- b. Public Works Committee June 14th, 5:00 PM

Adjournment

Motion by Wateland, seconded by Lambrecht, to adjourn at 5:37 p.m. Motion carried.

Mayor Steve Dale

Lynelle Amos, Finance Assistant