

# Wahpeton City Council

March 1, 2021

5:00 p.m.

**Present:** Lambrecht, Goltz, Wateland, Dale, Bohn, Woods II, Fobb, and McNary

**Absent:** Carlson

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

## **CALL TO ORDER**

Meeting called to order by Mayor Dale.

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

**Approval of minutes of regular meeting held February 16, 2021**

**Games of Chance Licenses, Site Authorizations & Special Permits: None**

### **Presentation/Approval of Reports**

2020 Renaissance Zone Report

ND Water Works Assoc. Report – Featuring Wahpeton Water Treatment Plant

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

**Motion by Goltz, 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**

**Res. 3774 Series 2021A Revenue Bonds – E. Side Sanitary Sewer Proj. Ph. B SS18-243** – Huwe said the City's bond attorney Jim Stewart prepared Resolution 3774 for the issuance and sale of sanitary sewer revenue bonds for the permanent financing of the East Side Sanitary Sewer Project Phase B. The Council approved Resolution 3767 awarding the construction contract to Sellin Brothers for \$1,053,506 on January 19<sup>th</sup>. Last fall Engineering Project Manager Kyle Rogahn prepared a loan application to the ND Public Finance Agency to access the Clean Water Revolving Loan Fund for up to \$3,000,000 at a net effective interest rate of 2% for 25 years. Loan draws will be made as needed and only funds required to complete the project will be borrowed. The debt service will be provided by the sanitary sewer fund operating revenue. She requested a motion to offer Resolution 3774.

Council member Bohn offered the following and moved its adoption:

**RESOLUTION NO. 3774**  
**RESOLUTION PROVIDING FOR THE ISSUANCE AND  
SALE OF CITY OF WAHPETON, NORTH DAKOTA,  
SANITARY SEWER REVENUE BONDS, SERIES 2021A  
AND RELATED MATTERS**

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

**Tax Increment Financing Plan 2006-1 – request referral to Finance Cmt.** – Huwe said the Tax Increment Financing Plan adopted in 2006 is amended from time to time to address changes in public infrastructure project elements within the TIF District. Changes in the proposed Homestead Development south of 16<sup>th</sup> Avenue and the Woodland Drive Mill and Overlay Project need to be incorporated into the TIF Plan to be eligible for funding. She requested the Tax Increment Financing Plan 2006-1 be referred to the

Finance Committee for consideration. Mayor Dale will refer this item to the Finance, Economic Development & Personnel Committee.

**67<sup>th</sup> Legislative Session Update** – Huwe reported the Legislature is currently in the Cross-over recess and will reconvene on March 3<sup>rd</sup>, Legislative Day 36. Proposed legislation can quickly become law after Cross-over. We will continue to monitor legislation sensitive to cities and to provide testimony and/or input when possible.

**Finance Cmt. Agenda Items** – Huwe said the Finance Committee has three ongoing topics for consideration that will remain on the Finance Committee Agenda which include: Home Repair and Improvement Program Funding Options, 400 Block Default Next Steps, and Ordinances 1021 and 1022 regarding Business Licensing.

### **COMMUNITY DEVELOPMENT DIRECTOR**

**Community Director Report – The Win Column** – This issue featured ways to help the ‘W’ in Wahpeton stand for Win.

DeVries reported on the Planning Commission meeting held just prior to this meeting. The Planning Commission requested a joint public hearing for the final plat for the former Central School site be scheduled for April 5<sup>th</sup> at 5:00 p.m. **Motion by Goltz, seconded by Lambrecht, to schedule a Joint Public Hearing with the Planning Commission on April 5<sup>th</sup> at 5:00 p.m. for the Final Plat of the Former Central School Site. Motion carried with all voting ‘aye’.**

DeVries then said the Planning Commission met at the Renaissance Zone Authority to review a Renaissance Zone application from Hills 210 Café & Subs, LLC for a new building lease project at 2019 9<sup>th</sup> Street North, Suite B, in the new Cenex building which makes it a qualifying activity. Approximate date of occupancy is April 1, 2021. **Motion by Bohn, seconded by Fobb, to approve the Renaissance Zone application from Hills 210 Café & Subs, LLC at 2019 9<sup>th</sup> Street North, Suite B as a New Lease Project for a 5 year State income tax exemption. Motion carried with a roll call vote of 7-0.** Discussion held regarding the possibility of other lease projects at that location.

### **LIBRARY DIRECTOR**

**Library Report** – Bakken reported the Mid-Winters Read Program will end this Friday, March 5<sup>th</sup>. The library still has 1040 tax forms and instruction booklets available. St. Patrick’s Day Take & Make craft kits will be available at the library March 16<sup>th</sup> & 17<sup>th</sup>.

### **PUBLIC WORKS DIRECTOR**

**Public Works Report** –

**2021 Seal Coat Proj. ST21-258 Bid Award Recommendation – request referral to PW Cmt.** – Mayor Dale will refer this item to the Public Works & Public Safety Committee.

**Out of the Ordinary Report – request referral to PW Cmt.** – Mayor Dale will refer this item to the Public Works & Public Safety Committee.

Miranowski reported the Street Department will start steaming catch basins this week. Residents should contact City Hall if they are aware of areas that need to be addressed.

### **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 February 22<sup>nd</sup>.

**Downtown Greenspace Planning - discussion**

**Home Repair & Improvement Program Funding Options – discussion**

**400 Block Default Next Steps – discussion**

**Ord. 1021 Business Licensing – motion** to offer first reading of Ord. 1022 amending Ch. 8 & 34 – Council member Wateland offered the first reading of the following Ordinance:

**ORDINANCE NO. 1022**  
**AN ORDINANCE AMENDING**  
**SECTION 8-342 PROCEDURE FOR LICENSING OF HOUSEMOVERS**  
**AND**  
**SECTION 34-54 PROCEDURE FOR LICENSING WASTE HAULERS**

**Public Works & Public Safety Committee Report**

Bohn said the Public Works & Public Safety Committee met at 5:00 p.m. on February 23<sup>rd</sup>.

**Contaminated Soil Disposition Old City Hall Braun Intertec Agreement – motion** to approve – **Motion by Bohn, seconded by Woods II, to approve the soil testing contract with Braun Intertec in the amount of \$735.00. Motion carried with a roll call vote of 7-0.**

**Woodland Drive Mill and Overlay Project – motion** to approve Res. 3771, 3772 & 3773 – **Motion by Bohn, seconded by Woods II, to approve the Plans and Specs for the Woodland Drive Mill & Overlay Project and Authorize Receipt of Bids. Motion carried with a roll call vote of 7-0.**

Council member Bohn offered the following and moved its adoption:

**RESOLUTION NO. 3771**  
**RESOLUTION APPROVING PLANS AND SPECIFICATIONS**  
**AND ESTIMATE OF COST FOR**  
**(Woodland Drive Mill and Overlay Project No. ST20-257)**

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

Council member Bohn offered the following and moved its adoption:

**RESOLUTION NO. 3772**  
**RESOLUTION DETERMINING INSUFFICIENCY OF PROTEST**  
**AGAINST AN IMPROVEMENT**  
**(Woodland Drive Mill and Overlay Project No. ST20-257)**

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

Council member Bohn offered the following and moved its adoption:

**RESOLUTION NO. 3773**  
**RESOLUTION DIRECTING PUBLICATION OF ADVERTISEMENT**  
**FOR BIDS FOR CONSTRUCTION OF AN IMPROVEMENT**  
**(Woodland Drive Mill and Overlay Project No. ST20-257)**

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

**NDDOT COVID-19 Relief Funds - discussion**

**Wireless Telecommunications facilities in NDDOT Rights-Of-Way – motion** to approve proceeding to draft an ordinance regulating small cell infrastructure – **Motion by Bohn, seconded by McNary, to approve directing the City Attorney and staff to create a draft ordinance for small cell infrastructure. Motion carried with all voting ‘aye’.**

**Bois de Sioux Golf Club Maintenance Issues – discussion** – Johnson reported that after inspection of the water heater at the Club House he recommended it be replaced. Bids were received from Reiland Bros. Plumbing in the amount of \$10,000 and Schmitty’s Plumbing in the amount of \$13,580. Discussion held. **Motion by Bohn, seconded by Woods II, to approve Replacement of the Bois de Sioux Golf Club House Water Heater accepting the Bid from Reiland Bros. Plumbing in the amount of \$10,000 with funding from Sales Tax for Recreation.** Discussion held. **Motion carried with a roll call vote of 7-0.**

**Update discussions on Industrial Wastewater Users**

**Yard Junk/Clutter Updates**

**Building Official Updates – discussion**

**Referrals – see PW Director Report** – Mayor Dale referred Industrial Waste Water Users/Restaurants to the Public Works & Public Safety Committee.

#### **SCHEDULING OF COMMITTEE MEETINGS**

The following Committee Meetings were then scheduled:

- a. Finance Committee March 8<sup>th</sup>, 5:00 PM
- b. Public Works Committee March 9<sup>th</sup>, 5:00 PM

#### **Adjournment**

**Motion by Wateland, seconded by Goltz, to adjourn at 5:26 p.m. Motion carried.**

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Mayor Steve Dale

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Lynelle Amos, Finance Assistant