

Wahpeton City Council

March 6, 2023

5:00 p.m.

Present: Schillinger, Perdue, Goltz, Woods, Lambrecht, Bohn, McNary, Fobb, and Unruh

Absent: None

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

CALL TO ORDER

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

PUBLIC HEARINGS/CITIZEN CONCERNS/ETC.

Proclamation for Equal Pay Day AAUW – Bohn read a proclamation proclaiming March 14, 2023 as Equal Pay Day in the City of Wahpeton. Simone Sandberg was presented with the proclamation and thanked the Council for their support.

CONSENT AGENDA ITEMS (presented by the Mayor) –

Approval of minutes of regular meeting held February 21, 2023

Games of Chance Licenses, Site Authorizations & Special Permits:

Other Games of Chance and/or Special Permits:

Mallie Ann Breuer Scholarship Foundation – Raffle Permit

Presentation/Approval of Reports

Q4 2022 1% Restaurant Tax Report

SE Senior Services Newsletter March 2023

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

Motion by Schillinger, seconded by McNary, to approve the Consent Agenda items as presented. Motion carried with all voting 'aye'.

REPORTS FROM CITY OFFICERS AND STAFF

FINANCE DIRECTOR

DWSRF Bond Series 2023A Res. No. 3851 – Huwe said the City is utilizing the State Drinking Water Revolving Loan Fund for the permanent financing of the East Side Sanitary Sewer Project. The series 2023A special assessment bonds total \$ 1,197,000 in principal amortized over 25 years at 2% interest. These bonds are in addition to the CWSRF revenue bonds approved by the Council October 3, 2022. Project cost share allocations and projected special assessments are benchmarking to forecasted amounts, special assessments will be spread this Fall. She requested a motion to approve the loan agreement and offer Resolution 3851 to create the bond fund and authorizing the issuance of bonds. **Motion by Goltz, seconded by Bohn, to approve the Loan Agreement between the City of Wahpeton and the State Drinking Water Revolving Loan Fund for the permanent financing of the East Side Sanitary Sewer Project. Motion carried with a roll call vote of 7-0.**

Council member Goltz offered the following and moved its adoption:

RESOLUTION NO. 3851 **CERTIFICATE OF MINUTES RELATING TO** **\$1,197,000 IMPROVEMENT BOND, SERIES 2023A**

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

Fire Dept. Request for Proceeds of Bull Bash 2022 – Huwe explained in past years the Wahpeton Volunteer Fire Department would conduct multiple fund-raising activities throughout the year: fish fries, corn feeds and raffles to raise funds for recruitment, retention, and social activities such as the summer picnic, meals at the fire hall, Christmas party, dress uniforms, etc. In 2019 department secretary Brett Lambrecht suggested trying to conduct one major fund-raising activity rather than multiple small activities. Bull Bash has been conducted three times and proven to be a successful community event/fund raiser. The fund balance reserve of \$40,000 is estimated to cover event expenses, and the Fire Department has requested disbursement to the Wahpeton Fire Department Relief Association of excess funds totaling \$7,378.68. **Motion by Bohn, seconded by Fobb, to approve the disbursement of excess Bull Bash funds totaling \$7,378.68 to the Wahpeton Fire Department Relief Association. Motion carried with a roll call vote of 7-0.**

Sales Tax & Recreation Planning – referral to Finance Cmt. – Huwe said the council retreat included an extensive discussion on the importance of the local sales tax to the City’s capital improvement planning. She requested it be referred to the Finance Committee for continued discussion. Mayor Lambrecht will refer this item to the Finance, Personnel & Economic Development Committee.

(Woods enter at 5:10pm)

68th Legislative Session – Huwe reported the 68th Legislative Assembly completed thirty-seven legislative days as of today. Last week was a short week due to legislative cross over break, which was made even shorter by a half-snow day on Wednesday. This week includes hearings on HB 1040 to close the NDPERS pension plan effective January 1, 2025 and the SB 2239 to keep the pension plan open. We will continue to watch these bills carefully.

COMMUNITY DEVELOPMENT DIRECTOR

Community Development Report – Heritage Square Parking Lot – request referral to Finance Cmt. – Mayor Lambrecht will refer this item to the Finance, Personnel & Economic Development Committee.

DeVries requested possible improvements to the Lot at the corner of 6th Street and 2nd Avenue North be referred to the Finance Committee. Mayor Lambrecht will refer this item to the Finance, Personnel & Economic Development Committee.

LIBRARY DIRECTOR

Library Report – Bakken reported March kicked off the Red River Valley Kids Read program with many activities planned to compliment the contents of the book, Summer Ruins by Deb Watley. Other happenings at the library include story time, preschool fun days, family movie on Saturday, Leach Reads Book Club meeting, and an adult craft session. The teen area has now been updated with new chairs and a laptop table, shelving and display options. Keeping in line with the legislative bills affecting libraries throughout the state, the library has a display of books both in the children’s area and adult area that could potentially disappear if these bills are passed. Residents were encouraged to stop in and see some of the titles and were asked to continue to support our freedom to read.

POLICE CHIEF

Police Dept. Fee Schedule – referral to Finance & PW Cmts. – Mayor Lambrecht will refer this item to the Finance, Personnel & Economic Development Committee and also to the Public Works & Public Safety Committee.

Police Chief Anderson then provided an update on the security camera registration program, saying it is planned for implementation by April.

PUBLIC WORKS DIRECTOR

Public Works Report –

8th Ave. N. Proj. ST19-248 Bid Summary – referral to PW Cmt. – Mayor Lambrecht will refer this item to the Public Works & Public Safety Committee.

Snow Removal on Corner Lots – referral to PW Cmt. – Mayor Lambrecht will refer this item to the Public Works & Public Safety Committee.

Tractor Rental/Lease Options – referral 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 M&H Lot Brownfield Grant Phase II Environmental Process Award.** Mayor Lambrecht will refer this item to the Public Works & Public Safety Committee.

Miranowski requested referral to Public Works Committee **of the Construction Engineering Contract with Interstate Engineering for Downtown Side Streets Phase II Project.** 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 provided an update on the flood operations plan and water being released from White Rock Dam. Lambrecht then congratulated the NDSCS Wildcat men's and women's basketball teams who are both Region Champions and wished them luck in their future games.

Recommendation for Appointments to the Southern Valley Economic Development Authority – McNary reported six individuals expressed interest in serving on the SVEDA Board representing the City of Wahpeton. He along with Councilmembers Schillinger and Perdue interviewed each of the candidates on February 28th and recommend the appointment of Daniel Spellerberg and Jacob Kubela to the SVEDA Board of Directors.

Motion by McNary, seconded by Perdue, to approve the appointment of Daniel Spellerberg and Jacob Kubela to the Southern Valley Economic Development Authority representing the City of Wahpeton. Motion carried with all voting 'aye'.

Public Works & Public Safety Committee Report

McNary said the Public Works & Public Safety Committee met on February 27 at 4:00 p.m.

2023 Police Patrol Vehicle Purchases – motion to approve \$155,373 – Motion by McNary, seconded by Bohn, to approve purchasing two Police vehicles from Smith Motors and equipment at an amount up to \$155,373.00. Motion carried with a roll call vote of 8-0.

Review 8th Ave. N. Reconstruction Estimated Project Funding & Special Assessments

2023 Sealcoat Proj. Plans, Specs & Receipt of Bids – motion to approve – Motion by McNary, seconded by Woods, to approve Plans and Specs and Authorize Receipt of Bids for the 2023 Seal Coat Project. Motion carried with a roll call vote of 8-0.

Vector Control Building Professional Service Agmnt. – motion to approve \$14,000 – Motion by McNary, seconded by Fobb, to approve the Professional Services Agreement with Foss Architecture at a cost of \$14,000 for design of the Vector Control Building. Motion carried with a roll call vote of 8-0.

Flood Levy Pump Rental Agmnt. – motion to approve \$47,536.11 – Motion by McNary, seconded by Perdue, to approve the quote from Rain for Rent in the amount of \$47,536.11 for flood pump rental if needed. Motion carried with a roll call vote of 8-0.

Flood Levy Tractor Rental Agmnts. – motion to approve – Motion by McNary, seconded by Unruh, to approve the tractor rental agreements from Dickerson and Toussaint for spring breakup if needed.

Motion carried with a roll call vote of 8-0.

Ord. 26-33 Harassment & Electronic Communications – motion to approve –

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

ORDINANCE NO. 1050
AN ORDINANCE AMENDING SECTION 26-33
HARASSMENT

Ord. 4-21 to 4-72 Dogs & Cats – motion to approve –

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

ORDINANCE NO. 1051
AN ORDINANCE REPEALING AND REPLACING SECTIONS 4-72 NOTICE TO
OWNER REQUIRED; REDEMPTION PRODECURE AND 4-73 DISPOSITION OF
UNCLAIMED OR RABIES INFECTED DOGS OR CATS

Ord. 4-146 to 4-146.5 Chickens

Disposition of City Hall Vans – Motion by McNary, seconded by Fobb, to approve disposal of the two City Hall vans at Mid-State Auto Auction. Motion carried with all voting ‘aye.’

Building Official Updates

Referrals – see PW Director Report

REPORTS FROM THE CITY COUNCIL COMMITTEES & BOARDS

Finance, Personnel & Economic Development Committee Report

Bohn said Finance, Personal & Economic Development met on February 27 at 5:00 p.m.

2023 Police Patrol Vehicle Purchases – motion to approve \$155,373 – This was covered under Public Works.

BND Pace Loans Update – motion to write-off \$12,286 default – Motion by Bohn, seconded by Goltz, to allow the write-off of \$12,286 for the Frontier, Inc. loan. Motion carried with a roll call vote of 8-0.

Policy on Compensatory Time – motion to approve amendment – Motion by Bohn, seconded by Unruh, to approve an amendment to the Overtime & Compensatory Time Policy changing the Comp Time from the period of January 1st to December 31st to the period of November 11th to November 10th. Motion carried with a roll call vote of 8-0.

Payment Services Network Online Payment Review

Referrals

SCHEDULING OF COMMITTEE MEETINGS

The following Committee Meetings were then scheduled:

- a. Public Works Committee March 13th 4:00 p.m.
- b. Finance Committee March 13th 5:00 p.m.

Motion by Goltz, seconded by Schillinger, to adjourn at 5:41 p.m. Motion carried.

Mayor Brett Lambrecht

Lynelle Amos, Finance Assistant