

**Wahpeton City Council**

**November 1, 2021**

**5:00 p.m.**

**Present:** Lambrecht, Carlson (remotely), Wateland, Dale, Bohn, Fobb, and McNary

**Absent:** Goltz and Woods II

**Also Present:** Huwe, Hatting, Miranowski, DeVries, Bakken, Thorsteinson, O’Meara, and Amos

**CALL TO ORDER**

Meeting called to order by Mayor Dale.

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

**Canvassing Board – Oct. 26<sup>th</sup> Special City Election** – Dale stated the City Canvassing Board for the October 26, 2021, Special Election shall include the City Auditor, City Attorney and the City Council. The Election Board workers conducted a verification of each voter in comparison to each ward specific poll book, a thorough count of all ballots for each of the four wards, and accounted for the pre-assigned ballot control numbers for all 1,022 ballots cast. The Election Board verified their results, submitted their report and recommend approval of the canvass of the following: Proposed Ordinance 1030; to increase the local sales tax from 2% to 2 ¾%; to eliminate the sunset clauses and to build, operate, and maintain a community recreation center. The proposal failed with 464 “yes” votes and 558 “no votes.

**OFFICIAL ELECTION RESULTS**

<b>Precinct</b>	<b>YES</b>	<b>NO</b>	<b>TOTAL</b>
WARD 1	74	135	209
WARD 2	92	177	269
WARD 3	77	95	172
WARD 4	221	151	372
<b>TOTAL</b>	<b>464</b>	<b>558</b>	<b>1022</b>
	<b>45%</b>	<b>55%</b>	

Motion to approve the canvass of ballots and to certify the official results of the Special Election of October 26, 2021. **Motion offered by: Wateland, second by: Bohn. Discussion: None. Roll call Vote: 6-0.**  
**Motion Carries.** This concludes the duties of the Council as the Canvassing Board of the October 26, 2021, Special Election.

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

**Approval of minutes of regular meeting held October 18, 2021**

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

- St. John’s Church Raffle Permit
- City Brew/Food Pantry Raffle Permit
- Richland County Pheasants Site Authorization

**Other Games of Chance and/or Special Permits:**

- Automotive Technicians Club of NDSCS Raffle Permit

**Presentation/Approval of Reports**

- Red River Valley Water Supply Inquiry

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

**City Liquor License Amendment Request** – Huwe said Simonson’s Station Stores currently holds a Class A Liquor License under the name Long Haul Saloon. Arch Simonson has requested consideration to retire the Class A license and issue Simonson’s a Class B License. The Class A license allows the sale of on and off sale liquor and is limited in number to one license for every 1,800 residents. The current census population of 8,007 would allow for 4.45 Class A licenses. The City has issued 5 Class A Licenses since the early 1990’s. Simonson’s and Econo Wine and Spirits currently hold Class A Licenses that they choose to operate as off-sale only. A Class B license allows off-sale only, and is limited to one license for every 4,000 residents. The two current Class B license holders are Casey’s and 210 Wine and Spirits. The Finance Committee and Council conducted an extensive review of Chapter 22 in reference to business licensing over the past 12 months, including discussion on the number of liquor licenses available. If the Council would like to reconsider the number of licenses available an ordinance change would be required which should be coordinated with the current license renewal process. She deferred to the City Attorney to advise the Council on their options in response to the inquiry. When asked, Hatting felt the City is right where it needs to be with Class B licenses based on the ordinance. If the Council would like to consider adding a Class B license it would require an ordinance change and would need to be referred to the Finance Committee. She said if the Council wishes to not make any changes at this time no action is action. Consensus was not to take any action.

### **Reminder City Hall Closed on Thursday, November 11<sup>th</sup> in observation of Veteran’s Day**

### **COMMUNITY DEVELOPMENT DIRECTOR**

**Community Development Report – Win Column** – This issue featured an inspirational quote to remind people to be unified as a community as we move forward.

DeVries then provided some updates, reporting he has a meeting with Impact Dakota who works with the ND Department of Commerce to hear what they have planned to help businesses through the worker shortage period we are going through. He said the Comprehensive Plan is close to being done. Job Service recently held a Job Fair which he hopes will have some positive results as they are working to find some positive solutions. He announced the Tree Lighting at Heritage Square will take place Tuesday, November 23<sup>rd</sup> and the City will partner with Econofoods for gift cards prizes that can be registered for at the store. Holiday Lane in Chahinkapa Park will open that same night. The Holiday Lights parade which is scheduled for December 11<sup>th</sup> is looking for entries. November 19<sup>th</sup> has been set as the deadline for entries as not a lot of interest has been shown at this time and want to make sure there are enough to make it worthwhile so anyone interested is encouraged to contact DeVries.

### **LIBRARY DIRECTOR**

**Library Report** – Bakken reported the Haunted Halloween program at the library had good attendance of about 30 kids. Library programming includes the Wonder Weavers Storytellers on Saturday, November 13<sup>th</sup> at noon. Kercher is holding a come and go to create a card for our veterans that will be taken to the Veterans Service Office to be distributed to Veterans. A reminder was given to deer hunters to be safe and let them know of the option for e-audio books available on Libby. Restroom renovations are expected to be completed by November 19<sup>th</sup>. The library will be closed November 11<sup>th</sup> in observation of Veteran’s Day.

### **PUBLIC WORKS DIRECTOR**

**Public Works Report** –

**Red River Valley Water Supply Project User Letters – refer to Committee of the Whole** – Mayor Dale will refer this item to the Committee of the Whole.

**Well Field cost share agreement with SWC – refer to Committee of the Whole** – Mayor Dale will refer this item to the Committee of the Whole.

**Construction Engineering RFP for Dakota Ave. Side Streets – refer to Committee of the Whole** – Mayor Dale will refer this item to the Committee of the Whole.

**Special Election Discussion – refer to Committee of the Whole** – Mayor Dale will refer this item to the Committee of the Whole.

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 October 25<sup>th</sup>.

#### **City Insurance Policy Summary – discussion**

**ND Insurance Dept. Fire District Distribution 2021 – motion** to approve \$63,000 disbursement to FD Relief Fund – **Motion by Wateland, seconded by Lambrecht, to approve distributing \$63,000 to the Fire Department Relief Fund of the \$87,814.21 payment from the ND Insurance Department, with the remainder of \$24,814.21 remaining in the Fire Department mill levy for the purchase of firefighting equipment. Motion carried with a roll call vote of 6-0.**

**Employee Evaluations – discussion.** Bohn provided a summary of the Evaluation Committee meeting held October 27<sup>th</sup>.

#### **Referrals – Well Field cost share agreement with SWC See PW Director Report**

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

Bohn said the Public Works & Public Safety Committee met at 5:00 p.m. on October 26<sup>th</sup>.

#### **Ord. 1027 5G and Small Wireless Facilities Update – ongoing discussion**

**Central School Site Redev. Proj. ST20-256 CCO/Final with Comstock Construction Inc. – motion** to approve \$9,224 for a final contract price of \$350,624 – **Motion by Bohn, seconded by McNary, to approve the Final Pay Application and Balancing Change Order with Comstock Construction Inc. for the Central School Site Redevelopment Project ST20-256 in the amount of \$9,224. Motion carried with a roll call vote of 6-0.**

**John Randall Field Parking Lot & Hughes Drive Project ST19-245 CCO#1 with Northern Improvement Co. – motion** to approve contract increase of \$31,051.52 – **Motion by Bohn, seconded by Fobb, to approve Change Order #1 with Northern Improvement Co. for the Street and Parking Lot Improvements at John Randall Field Parking Lot and Hughes Drive Project ST19-245 in the amount of \$31,051.52. Motion carried with a roll call vote of 6-0.**

**E. Side Sanitary Sewer Ph. B Part I 13-02-02 Proj. SS18-243 CCO/Final with Sellin Brothers, Inc. – motion** to approve contract increase of \$22,233.01 for a final contract price of \$1,170,506.73 – **Motion by Bohn, seconded by McNary, to approve the Final Pay Application and Balancing Change Order with Sellin Brothers, Inc. for the Eastside Sanitary Sewer Phase B Part I 13-02-02 Project SS18-243 in the amount of \$22,233.01. Motion carried with a roll call vote of 6-0.**

**2022 Police Patrol Vehicle Proposals – motion** to approve purchase of F-150 Truck from Vision Ford to include outfitting up to \$70,000 – **Motion by Bohn, seconded by Lambrecht, to approve the purchase of an F-150 Patrol Truck from Vision Ford plus the cost of outfitting the truck, not to exceed \$70,000. Motion carried with a roll call vote of 5-0, with Wateland abstaining.**

**Parking Ordinance RV's – discussion**

**Daytime Snowplowing Operations – discussion**

**Model for Staff Evaluations - discussion**

**Agreement with Richland County Water Resource District for SW Drain #2 – ongoing discussion**

**Yard Junk/Clutter Updates – discussion**

**Building Official Updates – discussion**

**Referrals – none**

**NEW BUSINESS**

**Mayor's Minute Update** – Dale referred the Ward Boundary Map to the Committee of the Whole as there have been adjustments made to the wards and he felt the map should be reviewed as a result of the 2020 census to make the population per ward more balanced.

**SCHEDULING OF COMMITTEE MEETINGS**

The following Committee Meetings were then scheduled:

- a. Committee of the Whole November 8<sup>th</sup>, 5:00 PM

**Adjournment**

**Motion by Wateland, seconded by Lambrecht, to adjourn at 5:33 p.m. Motion carried.**

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Mayor Steve Dale

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Lynelle Amos, Finance Assistant