

Wahpeton City Council

November 21, 2022

5:00 p.m.

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

Absent: None

Also Present: Huwe, Budke, Miranowski, Broadland, DeVries, Bakken, Anderson, Amos, and Johannessen

CALL TO ORDER

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

CONSENT AGENDA ITEMS (presented by the Mayor) –

Approval of minutes of regular meeting held November 7, 2022

Games of Chance Licenses, Site Authorizations & Special Permits:

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

Wahpeton Wrestling Club – Raffle Permit

NDSCS Dental Club – Raffle Permit

Presentation/Approval of Reports

Financial Statements October 2022

Bill Pay Report October 2022 (See below)

Minn-Dak Farmers Coop Land Application Notification

Federal Energy Regulatory Commission Public Hearing November 29, 2022

Lodging Tax Q3 2022 Report

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

REPORTS FROM CITY OFFICERS AND STAFF

FINANCE DIRECTOR

Public Hearing on Natural Gas Pipeline Expansion Project – Huwe said the Federal Energy Regulatory Commission (FERC) will be hosting a public meeting at Wahpeton City Hall on Tuesday, November 29th from 5 PM to 7 PM. The purpose of the meeting is to identify specific environmental issues and concerns with the draft environmental impact statement related to the proposed natural gas pipeline expansion project from Mapleton, ND to Wahpeton. Huwe can be contacted if anyone would like additional information on reviewing or providing input to FERC. Bakken noted that information is also available for review at Leach Public Library.

Bois de Sioux Golf Clubhouse Repairs – request referral to PW Cmt. – Huwe said the Bois de Sioux Golf Board is requesting funding for updates/repairs at the Golf Clubhouse. Mayor Lambrecht will refer this item to the Public Works & Public Safety Committee.

Red River Communications Phone System Proposal – request referral to Finance Cmt. – Huwe said this item is withdrawn pending additional information.

Housing/Lot Availability Update – request referral to Finance Cmt. – Huwe said the City has 7 open development agreements for single family homes. The agreements incent housing in multiple locations throughout the city and at multiple price points. Mayor Lambrecht will refer this item to the Finance, Personnel & Economic Development Committee.

Reminder City Hall Closed on Thursday and Friday, November 24th-25th in observance of Thanksgiving

ATTORNEY

Series 2022 Sanitary Sewer Revenue Bonds Resolutions – Budke explained the resolution.

Council member Bohn offered the following and moved its adoption:

RESOLUTION NO. 3844
RESOLUTION AUTHORIZING THE ISSUANCE AND
ESTABLISHING THE TERMS AND CONDITIONS OF \$4,406,000
SANITARY SEWER REVENUE BOND, SERIES 2022

The motion for the adoption of the foregoing Resolution was duly seconded by Councilmember McNary. Motion carried with a roll call vote 8-0.

COMMUNITY DEVELOPMENT DIRECTOR

Community Development Report – Win Column – This issue provided an update on happenings around Wahpeton.

Devries announced upcoming holiday events include Tree Lighting at Heritage Square on November 22nd, expanded Holiday Lane at Chahinkapa Park November 22nd – December 31st with Santa and Mrs. Claus making their first visit on November 22nd, and a Light up the Town store front challenge.

LIBRARY DIRECTOR

Library Report – Bakken reported on happenings at the library which included the Haunted Library event which was well attended, the presentation of two quilts of valor, the creation of cards for veterans, and the Friends of the Library held a Chocolate event wrap up raising over \$3,600 in memberships and sales. She announced the 6th annual Sock Tree is up and will accept donations until December 31st, with new undergarments also being accepted this year. In the next few weeks storytime will be held as well as outreach. The library will be closed Thursday and Friday for the Thanksgiving holiday but will be open Saturday.

PUBLIC WORKS DIRECTOR

PW Report –

Miranowski requested referral to Public Works Committee **to Review Bids and Award Project for Dakota Avenue Side Streets Phase II to Sellin Brothers**. Mayor Lambrecht will refer this item to the Public Works & Public Safety Committee.

Miranowski then provided an update on operational items that the Public Works Department is currently working on or have completed in the past two weeks.

COMMUNICATIONS FROM THE MAYOR & COUNCIL

Lambrecht reported on a recent tour of recreations centers in North Dakota that he attended along with some City staff and a few others. They were able to see what type of facility would be the best fit for Wahpeton and were encouraged by the positive outcomes in other communities. In other updates, he said some progress has been made in Homestead Addition. He also reported a few existing businesses are considering expansions.

REPORTS FROM THE CITY COUNCIL COMMITTEES & BOARDS

Finance, Personnel & Economic Development Committee Report

Bohn said the Finance, Personnel & Economic Development Committee met at 5:00 p.m. on November 14th.

Legislative Overview and Priorities

Public Works & Public Safety Committee Report

McNary said the Public Works & Public Safety Committee met at 4:30 p.m. on November 15th.

Ti-Zak Construction CCO #1 on the Downtown Side Streets Ph. I Project ST20-255 – motion to approve \$6,984.14 – Motion by McNary, seconded by Fobb, to approve the Ti-Zack Construction CCO #1 on the Downtown Side Streets Ph. I Project ST20-255 for \$6,984.14. Motion carried with a roll call vote of 8-0.

Sellin Bros. Inc. CCO #2 on the Eastside Sanitary Sewer Part B, Ph. II Pro. SS18-243 – motion to approve \$33,220.72 – Motion by McNary, seconded by Schillinger, to approve the Sellin Bros. Inc. CCO #2 on the Eastside Sanitary Sewer Part B, Ph. II Project SS18-243 for \$33,220.72. Discussion held. Motion carried with a roll call vote of 8-0.

Adoption of Updated North Dakota Building Codes

Skid Steer Snow Pusher – motion to approve purchase \$12,016.91 – Motion by McNary, seconded by Unruh, to approve purchasing the Skid Steer Snow Pusher from Titan Machinery for \$12,016.91. Motion carried with a roll call vote of 8-0.

ND DOT Urban Roads Annual Maintenance Contract – motion to approve – Motion by McNary, seconded by Bohn, to approve the NDDOT Urban Road Annual Maintenance Contract. Motion carried with all voting ‘aye.’

Engineering Design/Development Standards – discussion

Snow Removal Policy Annual Review – motion to approve – Motion by McNary, seconded by Woods, to approve the Review of the Snow Removal Policy. Discussion regarding putting the information on the website and social media to inform the residents. Motion carried with all voting ‘aye.’

Yard Junk/Clutter Updates – discussion

Building Official Updates

Referrals

October 2022 Bill Pay Report

DISBURSEMENTS FUND	ACCOUNTS PAYABLE	PAYROLL & GL	TOTAL
101 GENERAL FUND	\$341,719.75	\$38,046.31	\$379,766.06
201 WATER OPERATING FUND	\$76,907.31	\$47,154.76	\$124,062.07
202 SANITARY SEWER OPERATING FUND	\$49,176.08	\$28,952.80	\$78,128.88
203 WASTE REMOVAL OPERATING FUND	\$30,267.18	\$1,299.86	\$31,567.04
204 WASTE REDUCTION FUND	\$1,772.08		\$1,772.08
205 VECTOR CONTROL FUND	\$1,559.95	\$1,437.39	\$2,997.34
206 STREET LIGHTING	\$16,442.56		\$16,442.56
207 STORM WATER UTILITY	\$6,295.90		\$6,295.90
209 LIBRARY LEVY FUND	\$4,710.15	\$15,763.80	\$20,473.95
216 AIRPORT 4-MILL LEVY FUND		\$897.06	\$897.06
226 EMPLOYEE SAFETY COMMITTEE	\$158.99		\$158.99
229 CAPITAL IMPROVEMENTS FUND	\$8,333.33		\$8,333.33
231 FD BLDG & EQUIP LEVY FUND	\$63,000.00		\$63,000.00
234 SPECIAL STREET MAINT FUND	\$361.56		\$361.56
236 LEVEE MAINTENANCE	\$1,874.99	\$9,977.15	\$11,852.14
253 METER DEPOSITS TRUST FUND	\$290.29		\$290.29
271 ECONOMIC DEVEL DEPT FUND	\$926.43	\$12,006.62	\$12,933.05
272 URBAN FORESTRY GRANT PROGRAM	\$9,600.00		\$9,600.00
303 MISCELLANEOUS FUND	\$998.40		\$998.40
315 TAX INCREMENT FUND	\$1,250.00		\$1,250.00
319 LODGING TAX FUND	\$1,262.48		\$1,262.48
320 SALES TAX OPERATING FUND	\$19,873.67		\$19,873.67
323 SALES TAX DEVELOPERS AGMNT RES	\$2,400.00		\$2,400.00

326 REVOLVING LOAN FUND	\$416.67		\$416.67
329 BULL RIDING EVENT	\$3,952.91		\$3,952.91
331 FALL FESTIVAL	\$1,009.69		\$1,009.69
365 PD SPEC EQUIP SINKING FUND	\$149.90		\$149.90
393 1% RESTAURANT TAX FUND	\$3,542.39		\$3,542.39
457 R/I #11111 SERIES 2011B	\$7,742.50		\$7,742.50
459 R/I #11314 SERIES 2014	\$9,715.00		\$9,715.00
461 R/I #11516 SERIES 2016	\$9,067.50		\$9,067.50
462 R/I #11617 SERIES 2017	\$32,145.00		\$32,145.00
467 R/I# 12118 SERIES 2018E	\$1,680.93		\$1,680.93
473 R/I# 12722 SERIES 2022	\$500.00		\$500.00
666 E. SIDE SANITARY PART B PH II	\$1,305,431.70		\$1,305,431.70
672 8TH AVE. N PROJ. ST19-248	\$16,521.65		\$16,521.65
673 LOY AVE & 12TH ST PROJ ST19-249	\$388,983.35		\$388,983.35
675 WELL FIELD RECLO PROJ W19-251	\$2,459.98		\$2,459.98
676 DOWNTOWN S. STREETS ST20-255	\$1,650.00		\$1,650.00
677 CENTRAL SCHOOL SITE ST20-256	\$922.00		\$922.00
678 WOODLAND DR MILL & OLAY ST20-257	\$205.20		\$205.20
679 W. WATER FACILITY PLAN	\$8,202.00		\$8,202.00
680 COMPREHENSIVE PLAN	\$13,000.00		\$13,000.00
681 HOMESTEAD DEVELOPMENT ST21-263	\$1,040.00		\$1,040.00
682 PRAIRIE FLATS 1ST ST21-261	\$525.00		\$525.00
684 WESTDALE 3 ADDITION ST21-264	\$250.00		\$250.00
686 DOWNTOWN S STREETS2 ST21-259	\$22,793.78		\$22,793.78
TOTAL	\$2,471,088.25	\$155,535.75	\$2,626,624.00

SCHEDULING OF COMMITTEE MEETINGS

The following Committee Meetings were then scheduled:

- a. Finance Committee November 28th, 5:00 PM
- b. Public Works Committee November 29th, 4:30 PM

ADJOURNMENT

Motion by Goltz, seconded by Schillinger, to adjourn at 5:35 p.m. Motion carried.

Mayor Brett Lambrecht

Lynelle Amos, Finance Assistant