

Wahpeton City Council
October 3, 2022
5:00 p.m.

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

Present Via Teleconference: Fobb

Absent: None

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

CALL TO ORDER

Meeting called to order by Mayor Lambrecht.

PUBLIC HEARINGS/CITIZEN CONCERNS/ETC.

Mike Manstom and John Lundby with Colliers Securities LLC were present, who are the financial advisor and underwriting services for ND in their Bismarck Office. Manstom said the underwriter has looked at the City's bond issue and has repurchased the bonds out of their Minneapolis office as they coordinate the bond sale. This bond sale of \$4,710,000 is for four outstanding special assessment districts for financing in 2022. Colliers will underwrite the bonds then resell the bonds to local banks, which is how the interest rates is determined. Part of the reason the City is receiving interest from local banks on this bond issue is the A-1 rating the City receives from Moody's. A 25 year maturity formulated on the \$4,710,000 with interest at 4.603% was provided for Council consideration.

Res. 3839 Creating the Bond Sinking Fund of Improvement Districts ST18-239, ST19-245, ST20-256 and ST21-261 – Hatting presented the two resolutions prepared by bond counsel Jim Stewart for approval.

Council member Bohn offered the following and moved its adoption:

RESOLUTION NO. 3839
**RESOLUTION CREATING THE FUNDS OF IMPROVEMENT DISTRICTS,
PROVIDING FOR AND APPROPRIATING SPECIAL ASSESSMENTS
FOR THE SUPPORT AND MAINTENANCE OF THE FUNDS, AND
AUTHORIZING THE ISSUANCE OF IMPROVEMENT WARRANTS THEREON**

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

Res. 3840 Authorizing the Issuance of \$4,610,000 Refunding Improvement Bonds Series 2022

Council member Bohn offered the following and moved its adoption:

RESOLUTION NO. 3840
**RESOLUTION AUTHORIZING THE ISSUANCE OF \$4,710,000
REFUNDING IMPROVEMENT BONDS, SERIES 2022,
PRESCRIBING THE TERMS AND COVENANTS THEREOF, AND
CREATING A FUND FOR THE PAYMENT THEREOF**

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

CONSENT AGENDA ITEMS (presented by the Mayor) –

Approval of minutes of regular meeting held September 19, 2022

Games of Chance Licenses, Site Authorizations & Special Permits:

Devin Michael Benefit – Raffle Permit

Wahpeton FFA – Bingo Permit

Other Games of Chance and/or Special Permits:
Red River Area Sportsmen's Club – Raffle Permit

Presentation/Approval of Reports

Clean Up Week October 3rd-7th
Meet the Candidates Forum October 18, 2022
Tax Forfeited Properties

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

Wahpeton Fire Dept. Insurance Commissioner Disbursement Request – request referral to Finance

Cmt. – Huwe said the City receives a formulary tax payment from the ND Insurance Department each year based on the gross insurance premium reported in the Wahpeton Volunteer Fire Department District (the City). The 2022 allocation is \$85,513.72. The Fire Department received \$87,814.21 in 2021. The ND Century Code identifies the only eligible uses of the funds are not less than half the proceeds are to be deposited into the Firefighters Relief Association and the remaining funds are to be used to maintain the Fire Department. The Fire Chief requests a motion directing a disbursement to the FD Relief Fund of \$1,400 per name on the Fire Department roster (45) for a total of \$63,000. The remaining \$22,513.72 remain in the Fire Department mill levy for the purchase of firefighting equipment. Huwe said if the Council was comfortable with approving this request a motion could be made tonight and if they would like further review of the request it could be referred to the Finance Committee. **Motion by Bohn, seconded by Woods, to approve disbursement to the Fire Department Relief Fund of \$1,400 per name on the Fire Department roster (45) for a total of \$63,000, with the remaining \$22,513.72 staying in the Fire Department mill levy for the purchase of firefighting equipment. Motion carried with all a roll call vote of 8-0.**

Wahpeton Park Board Request – request referral to Finance Cmt. – Huwe said the refund and improvement bonds issued today include the permanent financing for the street and utilities project improvements at the John Randall Field Parking Lot, and parts of RJ Hughes Drive and Laura Hughes Drive. The total project cost is \$2,313,247.50. The project had many alternatives/additions, and the total amount to be special assessed exceeds the amount levied by the Park Board to pay special assessments. The Park Board is requesting special consideration for the first year's payment. She requested the Park Board request be referred to the Finance Committee. Mayor Lambrecht will refer this item to the Finance, Personnel & Economic Development Committee.

ND League of Cities Annual Conference September 22nd-24th – Huwe said the annual conference was held at the Alerus Center in Grand Forks this year. Topics covered included proposed housing solutions, the importance of appointed and elected officials in creating a positive business climate, the 2022 financial forecast for the state, and hot topics for the upcoming legislative session. The keynote speaker was former UND football player Hunter Pinke. Three take-aways he offered listeners: (1) It doesn't matter if the glass is half full or half empty. Be glad you have a glass. Do something good with it; (2) Everyone has their own struggles, some you can see, some you cannot. Always be kind. There are no bad days, there are tough days, not bad days; (3) Do you give energy, or do you take it? Try to give more than you take.

ASSESSOR/BUILDING CODES

Special Assessment Certification – Broadland provided an update, saying the Special Assessment Commission met September 20th and confirmed \$4,895,511.01 in improvement project special assessments. She noted there was no one that attended to dispute their special assessment. The Council will be hearing that confirmation on October 17th at 5:00 pm. Property owners should have received letters and have until October 21st to make prepayment without interest.

COMMUNITY DEVELOPMENT DIRECTOR

Community Development Report – DeVries said the Planning Commission met earlier today and have requested a Joint Public Hearing with the City Council for the Homestead 2nd Addition plat on November 7th at 5:00 pm. **Motion by Bohn, seconded by Unruh, to schedule a Joint Public Hearing with the Planning Commission regarding the Homestead 2nd Addition plat on November 7th, 2022 at 5:00 pm. Motion carried with all voting ‘aye’.**

DeVries requested authorization to solicit bids for tree replacement following the two rounds of boulevard tree removal of dead or dangerous trees, after which residents were offered the option to have the trees that were taken down replaced. Planting needs to be done by November 18th in order to receive the grant. **Motion by Perdue, seconded by Schillinger, to approve authorization to solicit bids for boulevard tree replacement for those that were removed through the boulevard tree replacement grant program. Motion carried with all voting ‘aye’.**

Devries reported that the Classy & Classic Car Show held last week was a success with many participants as well as attendees. He thanked the sponsors and volunteers who helped with the event.

DeVries said the Wahpeton Business Pitch Challenge will hold a social on Wednesday, October 5th where the semi-finalists will be announced. A good amount of applications were received with a diversity of ideas. He thanked SVEDA and the Chamber for helping to make the event possible.

LIBRARY DIRECTOR

Library Report – Bakken reported library programming includes storytime and outreach storytime to daycares. Home daycare providers interested in a storytime visit can contact the library. She said the library had 28 new patrons during of the library card sign up month in September which was just shy of their goal. Library staff participated in the NDSCS parade on Saturday and distributed information. Next Thursday the Friends of the Library “Chocolate Chocolate Day and Used Book Sale” will be held from noon to 5:00 pm.

PUBLIC WORKS DIRECTOR

Public Works Report –

Miranowski requested referral to Public Works Committee **of a Bank of ND Loan Application for the Westdale 3rd Addition Improvements**. Mayor Lambrecht will refer this item to the Public Works & Public Safety Committee.

Miranowski requested referral to Public Works Committee **of a Bank of ND Loan Application for the Rosewood 3rd Addition Improvements**. 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.

REPORTS FROM THE CITY COUNCIL COMMITTEES & BOARDS

Finance, Personnel & Economic Development Committee Report

Bohn said Finance, Personnel & Economic Development met at 5:00 p.m. on September 26th.

GIS Base Map Photo Update Proposal – motion to approve \$32,736 – Motion by Bohn, seconded by Goltz, to approve up to \$32,736 for the GIS Base Map Aerial Imagery Update with EagleView. Motion carried with a roll call vote of 8-0.

JLG Architects Proposal Community Recreation Planning – motion to approve \$25,000 – Motion by Bohn, seconded by McNary, to approve up to \$25,000 from Sales Tax for Recreation for the proposal by JLG Architects for Site Analysis/Selection and Concept Budget Development. Motion carried with a roll call vote of 8-0.

Qualified Immunity and First Amendment Issues for Local Government Social Media Policy – motion to approve – Motion by Bohn, seconded by Schillinger, to approve the Social Media Policy as presented. Motion carried with all voting ‘aye’.

Public Works & Public Safety Committee Report

McNary said the Public Works & Public Safety Committee met at 5:00 p.m. on September 27th.

E. Side Sanitary Sewer Phase B, Part II SS18-243 CWSRF Loan Increase Request – motion to approve increase of \$1,500,000 – Motion by McNary, seconded by Unruh, to approve submitting, to the State of North Dakota, a Clean Water State Revolving Fund (CWSRF) Loan Increase Request in the amount of \$1.5 million for the Eastside Sanitary Sewer Project Phase B, Part II SS18-243. Discussion held. Motion carried with a roll call vote of 8-0.

K9 Vehicle Purchase – motion to approve purchase of 2023 Ford Explorer, K9 Equipment and K9 up to \$78,323 – Motion by McNary, seconded by Perdue, to approve spending up to \$78,322.58 for expenses using the K9 funds and the remaining from the Capital Improvements Fund for the purchase of a 2023 Ford Explorer, K9 Equipment, and K9. Motion carried with a roll call vote of 8-0.

Bois de Sioux Golf Clubhouse Guard Rail Replacement – discussion

Yard Junk/Clutter Updates – discussion

Building Official Updates – discussion

Referrals:

- 1. Adoption of the ND Building Code**

SCHEDULING OF COMMITTEE MEETINGS

The following Committee Meetings were then scheduled:

- Finance Committee October 10th, 5:00 PM
- Public Works Committee October 11th, 5:00 PM

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

Mayor Brett Lambrecht

Lynelle Amos, Finance Assistant