

Wahpeton City Council
October 7, 2024
5:00 p.m.

Present: Mayor Brett Lambrecht, Council Members Shannon Schillinger, David Woods II (remotely), Jason Goltz, Tiana Bohn, Kelly McNary, Renata Fobb, and Cory Unruh

Absent: Chad Perdue

Also Present: Finance Director Darcie Huwe, City Attorney Brittany Hatting, Public Works Director Dennis Miranowski, City Assessor Carla Broadland, Community Development Director Chris DeVries, Library Director Melissa Bakken, Police Chief Matthew Anderson, Deputy Police Chief Tim Appell, Finance Assistant Lynelle Amos, and Auditor's Assistant Cheryl O'Meara

CALL TO ORDER – PLEDGE OF ALLEGIANCE

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

PUBLIC HEARINGS/CITIZEN CONCERNS/ETC.

Domestic Violence Awareness Month Proclamation – Community Development Director DeVries read a proclamation recognizing Domestic Violence Awareness Month – October 2024 in the City of Wahpeton. Becky DeVries of the Three Rivers Crisis Center thanked the City and Council for their continued support.

CONSENT AGENDA ITEMS (presented by the Mayor) –

Approval of minutes of regular meeting held September 16, 2024

Games of Chance Licenses, Site Authorizations & Special Permits:

NDSCS Diesel Club – Raffle Permit

Breckenridge Wahpeton Swim Team – Raffle Permit

Other Games of Chance and/or Special Permits:

Red River Area Sportsman's Club – Raffle Permit

Presentation/Approval of Reports

Leach Public Library Chocolate Chocolate Day October 10, 2024

ND Secretary of State Election Security

Fall Clean Up Week October 14th to 18th

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

REPORTS FROM CITY OFFICERS AND STAFF

FINANCE DIRECTOR

Request for Proposals for Audit Services – Huwe explained Requests For Proposals were sent to three firms with responses due Friday, September 20th. Proposals were received from Nadine Julson, LLC and Widmer Roel, PC, and the ND State Auditor's Office did not respond. The RFPs required 7 key elements for comparison, and a summary of responses was provided. Both firms appear equally capable of performing the audit, and providing a professional audit report. The Widmer Roel proposal offers a timeline that does not conflict with the annual budget preparation process and would enable us to satisfy the ongoing disclosure requirements of the Municipal Securities Rulemaking Board providing the audit report within 180 days of the close of the fiscal year. **Motion by Bohn, seconded by Fobb, to accept the Proposal from Widmer Roel, PC for the 2023, 2024 and 2025 Audit Services at an estimated cost of \$109,500. Motion carried with a roll call vote of 7-0.**

Refunding Improvement Bonds Series 2024 \$3,690,000 – Res. 3900 – Huwe said Colliers has prepared a funding solution to permanently finance the 8th Avenue North Project, and Downtown Side Streets Phase 1 and Phase 2 Projects. The bonds will be sold at a public sale on October 21st. She requested the adoption of Resolution No. 3900 Providing for the Sale of Refunding Improvement Bond Series 2024 with a proposed 25 year repayment amortization in the amount of \$3,690,000.

Council member Goltz offered the following and moved its adoption:

RESOLUTION NO. 3900
RESOLUTION PROVIDING FOR THE SALE OF
REFUNDING IMPROVEMENT BONDS, SERIES 2024

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

BND Definitive Improvement Warrant Series 2024 \$961,000 – Res. 3901 – Huwe said Bond Counsel Scott Wegner has prepared the debt financing paperwork on the Eastside Streets Mill & Overlay Project via the BND Municipal Infrastructure Fund. She requested the adoption of Resolution No. 3901 Providing for the Sale of Definitive Improvement Warrant Series 2024 with a 15 year repayment in the amount of \$961,000.

Council member Bohn offered the following and moved its adoption:

RESOLUTION NO. 3901
RESOLUTION PROVIDING FOR THE SALE OF
DEFINITIVE IMPROVEMENT WARRANT SERIES 2024
CITY OF WAHPETON, NORTH DAKOTA
\$961,000
DEFINITIVE IMPROVEMENT WARRANT, SERIES 2024
EASTSIDE STREETS MILL & OVERLAY IMPROVEMENT DISTRICT
(PROJECT NO. ST23-277 AND PROJECT NO. ST23-278)
(INFRASTRUCTURE REVOLVING LOAN FUND)

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

Request for Public Hearing Oct. 21st on the 2024 Certification of Special Assessments

Huwe said the Special Assessment Commission has approved the proposed special assessments to be certified to the County Auditor by November 1st. She requested a motion to set a public hearing of the City Council to review the proposed assessments on October 21st at 5:00 p.m. **Motion by Schillinger, seconded by Goltz, to approve scheduling a Public Hearing on October 21, 2024 at 5:00 p.m. confirming the Special Assessments for the Dakota Side Streets Improvement District ST20-255, the Dakota Side Streets Phase II Improvement District ST21-259, the 8th Avenue North Reconstruction Improvement District ST19-248, and Rosewood 3rd and Rosewood 4th Addition Improvement District ST22-269. Motion carried with a roll call vote of 7-0.**

ND League of Cities Annual Conference Sept. 18-20, 2024 – Huwe reported the 2024 ND League of Cities Conference was held September 18th to 20th at the Alerus Center in Grand Forks. One of the key take-aways from this year’s conference was the need to prepare for the upcoming legislative session. Mayor Lambrecht commended Huwe on the respect she receives from her colleagues across the state and acknowledged that she did a presentation along with State representatives at the NDLC Conference regarding property tax reform that was very informative.

COMMUNITY DEVELOPMENT DIRECTOR

Community Development Report – Former M & H Lot Inquiry – refer to Finance Cmt. –

DeVries requested referral to the Finance Committee of a former M&H lot inquiry. Mayor Lambrecht will refer this item to the Finance, Personnel & Economic Development Committee.

DeVries announced upcoming activities include the Fall Festival this weekend, Chocolate Chocolate Day at the library and Twin Town Ambassadors Mix & Mingle both on Thursday, and Huskies football game on Friday night. The Fall Festival activities will include a haunted house on Friday and Saturday, Spooktacular 5K on Saturday, along with a pumpkin patch, horse & carriage rides, and kids' games and face painting all in Chahinkapa Park. DeVries mentioned that he is still in need of some volunteers to assist with these events. Kinships Holiday Shop at Home is also scheduled for Saturday.

This edition of the Win Column featured information on the 2024 Career Expo recently held.

LIBRARY DIRECTOR

Library Report – Library Director Bakken reported the Friends of the Library annual Chocolate Chocolate Day and Used Book Sale is this Thursday from noon to 5:00 p.m. The book sale will continue on Friday and Saturday during library hours. Other library activities include story time for preschoolers, a crafting session for after school kids, a preschool fun day, and outreach story time program with daycares. Library staff and the library board are asking for the public's assistance in completing a survey to help plan future library goals and values. The survey is linked to the library's website and is also available in paper form at the library. It will run through October 31st.

POLICE CHIEF REPORT

Police Dept. Q3 Report – Police Chief Anderson provided an update on activity at the Police Department for the third quarter of the year to September 30th. They have had 5,503 calls for service so far this year. The amount of overdoses the first nine months have doubled last year's total with all able to be saved. They continue to deal with mental health crises. They have implemented Avel eCare which has been successful when utilized by officers. The biggest increase continues to be in frauds & scams. Accidents have decreased. Traffic enforcement has decreased. There were 23 DUI's. Regarding investigations they have had a total of 48 cases forwarded to the detective for follow-up, with 15 open cases and 12 pending prosecution. They have had 23 use of force incidents this year with all handled with appropriate levels of force. K-9 Brina and Police Officer Page are now certified as a team. Regarding officer safety and public safety, they are going to start having two officers on the streets 24 hours a day.

Back the Blue Grant – refer to Finance Cmt. – Mayor Lambrecht will refer this item to the Finance, Personnel & Economic Development Committee.

Anderson requested referral to the Finance Committee of Municipal Code Updates. Mayor Lambrecht will refer this item to the Finance, Personnel & Economic Development Committee.

PUBLIC WORKS DIRECTOR

Public Works Report – Referrals to PW Cmt.:

1. **Warning Siren at Cenex** – Mayor Lambrecht will refer this item to the Public Works & Public Safety Committee.
2. **Contract Change Order (Final) with Central Specialties E. Side Streets Mill & Overlay Proj. ST23-277 & ST23-278** – Mayor Lambrecht will refer this item to the Public Works & Public Safety Committee.
3. **Contract Change Order (Final) with Astech Corp. 2024 Seal Coat Proj.** – Mayor Lambrecht will refer this item to the Public Works & Public Safety Committee.
4. **Contract Change Order (Final) with Comstock Construction Rosewood 3rd Proj. ST22-269** – Mayor Lambrecht will refer this item to the Public Works & Public Safety Committee.

Miranowski requested referral to Public Works Committee **of the Yearly Maintenance Agreement with the NDDOT for Urban Roads Program**. 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

Mayor Lambrecht reported MDU is moving in some natural gas piping north of the ComDel building.

REPORTS FROM THE CITY COUNCIL COMMITTEES

Public Works & Public Safety Committee Report – (No meeting held)

Finance, Personnel & Economic Development Committee Report

Bohn said the Finance, Personnel & Economic Development Committee met on September 23 at 5:00 p.m.

Ord. 1069 Smoking in Public Places & Tobacco Retailer Licenses – discussion – Mayor Lambrecht suggested rescinding the motion for first reading of Ordinance 1069, however no motion regarding this action was made by the council members present.

Request For Proposals for Audit Services – discussion

Refunding Improvement Bond Series 2024 – discussion

Industrial Park Land Purchase Inquiry - discussion

SCHEDULING OF COMMITTEE MEETINGS

The following Committee Meetings were then scheduled:

- a. Public Works Committee October 14th, 2024 4:00 p.m.
- b. Finance Committee October 14th, 2024 5:00 p.m.

Motion by Goltz, seconded by Schillinger, to adjourn at 5:49 p.m. Motion carried.

Mayor Brett Lambrecht

Lynelle Amos, Finance Assistant