

**Wahpeton City Council
September 19, 2011**

Present: Bertsch, Hartman, Mitskog, Sturdevant, DeVries, Dale, Bajumpaa, and Bohn

Absent: Hansey

Also Present: Huwe, Lies, Nelson, Thorsteinson, Broadland, MacIver, Amos, and Gutzmer

Meeting called to order by Mayor Sturdevant.

CONSENT AGENDA ITEMS (presented by the Mayor) Mayor Sturdevant asked if there were any items to be removed from the consent agenda and there were none.

Approval of minutes of regular meeting held September 6, 2011

Approval of minutes of budget public hearing held September 6, 2011

Games of Chance Licenses, Site Authorizations & Special Permits

Three Rivers Arts Council – Game of Chance permit

NDSCS Diesel Club – Game of Chance permit

BCTGM Local 167 from Minn-Dak – Game of Chance permit

Other Games of Chance and/or special permits

Presentation/Approval of Reports

August Bill Pay Report (\$924,729.29 – see below)

August Financial Report

Interstate Engineering Client Newsletter

Community Emergency Response Team (CERT) Training Notice

NDSCS Homecoming 2011 Schedule of Events

Motion by Bertsch, second by Hartman, to approve the Consent Agenda items as presented.

Motion Carried.

ITEMS REQUESTED MOVED FROM THE CONSENT AGENDA None.

REPORTS

FINANCE DIRECTOR/AUDITOR

2012 City Budget – request second reading of Ordinance No. 941

Council member Bohn offered the second reading of the following Ordinance:

ORDINANCE NO. 941

**AN ORDINANCE MAKING AN APPROPRIATION FOR THE CITY OF
WAHPETON, NORTH DAKOTA FOR THE YEAR 2012**

The motion for the adoption of the foregoing Ordinance was duly seconded by Councilmember Bajumpaa. In Council member Hansey's absence, Mayor Sturdevant read a statement on Hansey's behalf regarding his position on the 2012 budget. Motion Carried.

Flood Committee Presentation to State Water Commission Sept. 21st Huwe said the Wahpeton Flood Committee is on the agenda of the State Water Commission on Wednesday, September 21st in Bismarck to request additional funding for continued participation at 50% of local costs of Wahpeton's ongoing flood mitigation projects. Those planning to attend are Council members Steve Dale and

Meryl Hansey, Public Works Director Randy Nelson and herself. It was noted that a commitment may not be made that day.

NDLC Annual Conference Sept. 22-24th Huwe said several Council members are registered to attend this conference in Fargo. If anyone else is interested in attending they should contact her or Jerri Gutzmer at City Hall.

ASSESSOR / BUILDING CODES

Special Assessment Commission proceedings update Broadland gave a brief update on the Special Assessment Commission meetings held recently. She said on Wednesday, September 14th at 5:30pm the South Side Storm Sewer, Phase A was held of which there were 2 protests, one which was accommodated at that meeting, and at 7:00pm North Central Street Rehabilitation Project was heard with 28 individuals in attendance and were able to answer almost all of their questions with some of them being contacted following the meeting. On Thursday, September 15th at 5:30pm Dakota Avenue hearing was held. Broadland said the Special Assessment Commission did confirm special assessments, which will come before the City Council on October 17th. Broadland said there were a few corrections at the meetings and that if there were any further questions she can be contacted at City Hall. She said after October 17th residents have until October 28th to prepay specials with no interest, and following that it will be spread on 14 years at 4.35% interest. She said she will certify to Richland County on November 1st and will go on their statement for 2011 which will be mailed out in mid-December from Richland County Tax & Business payable prior to February 15th, 2012. Broadland then thanked Mayor Sturdevant and Steve Dale for their assistance with the public.

ATTORNEY

Ordinance No. 940 – Amendment to City Ordinance Ch. 17, Subdivision Regulations for Minor Replats informational update Lies said correspondence has been received back from one of the primary surveyors, Steve Ackerman, Public Works Director Nelson has reviewed it and are now incorporating those proposed changes into the ordinance, which will be provided to Public Works Committee members prior to their next meeting so they can fully review the changes, and will then come back to Council for second reading and adoption.

POLICE CHIEF

Request permission for City to act as fiscal agent for Water Rescue Grant Thorsteinson said there is an opportunity for the Water Rescue team to obtain a grant from the Department of Emergency Services. The grant has been submitted, as there was a deadline, and are requesting the City act as fiscal agent as is already being done for another grant for the same entity. This is a no-match grant to obtain about \$84,000 in equipment at no cost to the City. **Motion by Bajumpaa, second by Dale, to give approval for the City to act a fiscal agent for a Water Rescue grant. Motion Carried.**

PUBLIC WORKS DIRECTOR NELSON

Public Input Meeting for 6th St S Shared Use Path, 5-7 PM, 9-20-11 at the Community Center Nelson said the proposed project runs from 11th Avenue South to just across the railroad tracks to the north, and input is being sought from the affected neighborhoods and abutting property owners.

COMMUNICATIONS FROM THE MAYOR & COUNCIL

Classy & Classic Car Show II Thursday, Sept. 22nd 5-7 pm Mayor Sturdevant said volunteers from Council are still needed to assist with the car show. He noted that NDSCS students have been engaged as judges for the event. He also said that KBMW will be serving Hope burgers and brats for a small donation to earn money for the United Way during the event.

Mayor Sturdevant said he had communications with Chris Kappes of the Circle of Nations School and they have a get-together/ritual every Monday morning from 8:15am – 8:30am to start off their weekly student activities and are looking for community member involvement if anyone is interested in attending.

Council member Dale said he has received calls regarding a pigeon problem on Dakota Avenue. This item will be referred to Public Works Committee.

REPORTS FROM THE CITY COUNCIL COMMITTEES

Finance, Personnel & Economic Development Committee Report (discussion only – no quorum Sept. 12th)

Bohn said the Finance Committee was to meet at noon on September 12th, however since a quorum was not reached discussion only was held on some of the agenda items.

Funding Dakota Ave. Care & Mtc. – discussion

Funding Wahpeton Community Center Improvements from Sales Tax for Rec Set Aside

Oakwood Court – discussion

Former 4-H Building Sale – discussion

Town Centre Square Update – update on Sept. 12th

2012 Budget

Assessment Report of Old City Hall – no action

Public Works Public Safety Committee Report

DeVries said the Publics Works Public Safety Committee met at noon on September 13th.

Maintenance Contract for Farm Land & Roadside ditches, Lot 4 Block 1 Northside Industrial Park Addition – additional information requested

Contract Change Order No. 1 (Final) for Hydrant Replacements Various Locations Proj. No. W10-169 with Sellin Bros. for \$16,254.50 – motion to recommend approval – Motion by DeVries, second by Dale, to approve Contract Change Order No. 1 (Final) for Hydrant Replacements, Various Locations, Project No. W10-169 with Sellin Bros. Inc., in the amount of \$16,254.50. Roll call vote 7-0. Motion Carried.

2012 Budget - discussion

Proposed Amendment to City Ordinance Ch. 17, Subdivision Regulations for Minor Replats – second reading pending further discussion of Ordinance No. 940

Richland/Wahpeton Water Rescue Team Joint Powers Agreement – discussion

Formation of Assessment District for 11 St N

DISBURSEMENTS FUND	ACCOUNTS PAYABLE	PAYROLL & GL	TOTAL
101 GENERAL FUND	\$173,251.48	\$23,179.94	\$196,431.42
201 WATER OPERATING FUND	\$167,702.88	\$35,423.31	\$203,126.19
202 SANITARY SEWER OPERATING FUND	\$37,677.58	\$21,414.45	\$59,092.03

203 WASTE REMOVAL OPERATING FUND	\$19,274.30	\$720.58	\$19,994.88
204 WASTE REDUCTION FUND	\$0.66		\$0.66
205 VECTOR CONTROL FUND	\$19,318.92	\$1,841.44	\$21,160.36
206 STREET LIGHTING	\$8,860.66		\$8,860.66
209 LIBRARY LEVY FUND	\$5,715.79	\$11,807.75	\$17,523.54
213 ADVERTISING LEVY FUND	\$429.90		\$429.90
216 AIRPORT 4-MILL LEVY FUND		\$449.96	\$449.96
217 PLANN COMMISSION LEVY FUND	\$599.00	\$1,304.74	\$1,903.74
226 EMPLOYEE SAFETY COMMITTEE			\$0.00
227 ANNUAL RESERVE WH FUND		-\$2,338.34	-\$2,338.34
229 CAPITAL IMPROVEMENTS FUND	\$11,597.90		\$11,597.90
231 FD BLDG & EQUIP LEVY FUND	\$4,466.00		\$4,466.00
233 REAL ESTATE LEVY FUND	\$2,256.00		\$2,256.00
234 SPECIAL STREET MAINT FUND			\$0.00
236 LEVEE MAINTENANCE	\$992.59	\$5,485.16	\$6,477.75
253 METER DEPOSITS TRUST FUND	\$231.24		\$231.24
261 UNEMPLOYMENT COMP RESERVE FUND	\$16.17		\$16.17
271 ECONOMIC DEVEL DEPT FUND	\$3,754.38	\$10,285.99	\$14,040.37
272 ABSOLUTE MKTGCAMPAIGN	\$158.55		\$158.55
305 VECTOR CONTROL DIST LEVY FUND	\$0.95	\$907.85	\$908.80
316 1% LODGING TAX (ADDTL 1/1/08)		-\$348.44	-\$348.44
318 WEED MAINT LEVY FUND	\$1,527.50		\$1,527.50
319 LODGING TAX FUND	\$2,848.86	\$348.44	\$3,197.30
320 SALES TAX OPERATING FUND	\$82,365.34		\$82,365.34
322 SALES TAX DEFAULTS RES FUND	\$116.75		\$116.75
325 SALES TAX H.E.L.P. HOUSING FUND	\$525.00		\$525.00
326 REVOLVING LOAN FUND	\$221,193.89		\$221,193.89
361 GASOLINE,OIL,ETC		-\$4,361.99	-\$4,361.99
363 SAFE COMMUNITIES COALITION	\$90.00		\$90.00
390 CLUBHOUSE MAINTENANCE	\$103.50		\$103.50
393 DOWNTOWN CLEANUP FUND	\$59.49	\$526.67	\$586.16
394 DOWNTOWN DEVELOPMENT PROCESS	\$12.14		\$12.14
456 R/I #11011 SERIES 2011	\$4,630.22		\$4,630.22
574 5-2-97 (FLOOD PHASE II)	\$93.30		\$93.30
605 8-1-06 DAKOTA AVE	\$42,883.73		\$42,883.73
610 SAFE ROUTES TO SCHOOL	\$25.64		\$25.64
612 DAKOTA AVE ALLEYS	\$57.50		\$57.50
617 ALLEY IMP VARIOUS LOC.	\$322.92		\$322.92
620 TOWN CENTRE SQUARE	\$409.99		\$409.99
624 WTP ENERGY EFF IMP.	\$4,257.08		\$4,257.08
628 SAFE RTS TO SCHOOL 2011	\$253.98		\$253.98
TOTAL	\$818,081.78	\$106,647.51	\$924,729.29

SCHEDULING OF COMMITTEE MEETINGS

The following Committee Meetings were then scheduled:

- a. Flood Committee September 21st, 8:00 A.M. (leave for Bismarck)
- b. Finance Committee September 26th, 12:00 Noon (Cancelled)
- c. PW/PS Committee September 27th, 5:00 P.M.
- d. Planning Commission October 3rd, 4:00 P.M.

Motion by Mitskog, seconded by Hartman, to adjourn.

Mayor Sturdevant

Lynelle Amos, Finance Assistant