

Wahpeton City Council
September 6, 2011

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

Absent: Mitskog

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

Meeting called to order by Mayor Sturdevant.

PUBLIC HEARINGS/ETC.
2012 Budget Hearing 6:00 p.m.

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 August 15, 2011

Approval of minutes of special meeting held August 22, 2011

Games of Chance Licenses, Site Authorizations & Special Permits

Cargill United Way Fundraiser – Game of Chance Permit

Breckenridge/Wahpeton National Dance Team

Chahinkapa Zoo Association

B/W Blades

Other Games of Chance and/or special permits

Presentation/Approval of Reports

Dilapidated Properties Report

ND Forest Service Newsletter

Wahpeton Breckenridge Chamber of Commerce Newsletter Sept. 2011

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

Motion Carried.

ITEMS REQUESTED MOVED FROM THE CONSENT AGENDA None.

REPORTS

FINANCE DIRECTOR/AUDITOR

2010 Audited Financial Statements – Communications with Board Regarding the 2010 audited financial statement, Huwe said printed copies were received from the State Auditors Office signed by Robert Peterson. She said one of the most useful pieces of the audit report annually is the communications with the Board, intended directly for use by elected members. She said one item mentioned in the compliance review for 2010 activity was budget amendments, and it has been made clear that will need to amend every fund for expenses. She said some good points/useful points were made in the 40+ page document. Huwe said the information in the report was unqualified, or free of any financial misstatements, and she felt it was a positive report. She said the report can be viewed on the city's webpage. It has also been submitted to the Municipal Securities Rule-making Board (MSRB) and posted on the Electronic Municipal Market Access (EMMA) website.

2012 City Budget – request first reading of Ordinance No. 941 2012 Budget and reminder of public budget hearing tonight at 6:00 Huwe said information was received today from the Richland County Auditor, Harris Bailey, regarding the value of the mill. She explained there was a slight change in the centrally assessed properties (rail roads and utilities) this year and how that affected the decrease in the mill value. Huwe said that in the budget presented on August 22nd the value of the mill

was \$13,793 and the actual value of the mill as of today is \$13,751. A revised budget ordinance was provided. She said it had been decided not to levy more mills. Huwe said in advertising for the public hearing tonight an estimated 3.5% increase in the total dollars levied was used which will actually now be 3.17%. Any questions can be directed to Huwe. Council member Bohn offered the first reading of the following Ordinance:

ORDINANCE NO. 941
AN ORDINANCE MAKING AN APPROPRIATION FOR THE CITY OF
WAHPETON, NORTH DAKOTA FOR THE YEAR 2012

Funding Dakota Ave. Care & Mtce. – request referral to Finance Cmt. Mayor Sturdevant will refer this item to Finance & Personnel Committee.

Funding Wahpeton Community Center Improvements from Sales Tax for Recreation Set Aside – request referral to Finance Cmt. Mayor Sturdevant will refer this item to Finance & Personnel Committee.

Huwe said the EDC, at their recent meeting, discussed the potential for using sales tax for recreation set aside funds for building improvements at the Leach Library, but did not approve that use of funds. She felt there would be other alternatives to fund the building improvements through the real estate levy fund. She requested referral to Finance Committee. Mayor Sturdevant will refer this item to Finance & Personnel Committee.

Purchase Agreement for 86 Dakota Ave. Update Huwe said City Attorney Steve Lies has crafted a purchase agreement which is being reviewed by the proposers' attorney. She said an October 1st closing date is still being planned.

Community Letter of Support for HUD Arts Sustainability Planning Grant – request motion to approve Huwe said Wayne Beyer has been working on completing an extensive grant application supported through the North Dakota Council on the Arts (NDCA). Part of this competitive grant application process is to show that there is sufficient community support. **Motion by Bertsch, second by Hartman, to approve a Community Letter of Support for Housing and Urban Development (HUD) Arts Sustainability Planning Grant. Motion Carried.**

NDLC Annual Conference Sept. 22-24th Huwe said anyone interested in attending this conference should contact Jerri Gutzmer at City Hall.

ATTORNEY

Ordinance Recodification – MuniCode offer second reading of enacting ordinance No. 939 Lies noted there was one change regarding the wrong natural gas franchise ordinance in the appendix and that this will be corrected to the most recent ordinance. With the change explained by Attorney Lies, Council member Hartman offered the second reading of the following Ordinance:

ORDINANCE NO. 939
AN ORDINANCE ADOPTING AND ENACTING A NEW CODE FOR THE
CITY OF WAHPETON, NORTH DAKOTA; PROVIDING FOR THE
REPEAL OF CERTAIN ORDINANCES NOT INCLUDED THEREIN;
PROVIDING A PENALTY FOR THE VIOLATION THEREOF; PROVIDING
FOR THE MANNER OF AMENDING SUCH CODE; AND PROVIDING
WHEN SUCH CODE AND THIS ORDINANCE SHALL BECOME EFFECTIVE.

The motion for the adoption of the foregoing Ordinance was duly seconded by Councilmember Bohn, Motion Carried.

Lies then asked for suspension of the rules for an item which deals with the Park Board, who submitted to Lies a proposed contract for review regarding the new sewer and water line in the airport park. Lies explained this is a Park Board project but on the City's land, which requires a temporary construction easement and permanent easement for the sewer and water line. **Motion by Hartman, second by Hansey, to suspend the rules. Motion Carried. Motion by Bajumpaa, second by DeVries, to grant a temporary construction easement and permanent easement to the Wahpeton Park Board for the sewer line and, also, for the water line in the airport park. Motion Carried.**

Lies asked for referral to Finance Committee of an item regarding the transaction between the City and Jacobson Transport on the former 4-H building. He said Jacobson Transport received the abstract provided by the City and had the property surveyed and the property has come up short on square footage, so a decision needs to be made on whether or not the price should be reduced. Mayor Sturdevant will refer this item to Finance & Personnel Committee.

Lies then asked for referral of an item to Public Works regarding the 32 acres the City acquired north of the former Imation campus and maintenance of the land and ditches. Mayor Sturdevant will refer this item to Public Works & Public Safety Committee.

ECONOMIC DEVELOPMENT DIRECTOR

Economic Development Report Priebe reported that the second spec home in NorthPark has been sold and closing is scheduled for next week. She also said that their office had been contacted by a contractor for development of twin homes in NorthPark.

Priebe announced that the Classy & Classic Car Show II event is scheduled for Thursday, September 22nd from 5-7 pm on Dakota Avenue's 400 & 500 Blocks with 7 awards being presented. Sponsors are Dakota Chrysler, Smith Motors, and Vision Ford. All entries will be asked to participate in the NDSCS Homecoming parade on Saturday if possible. KBMW will be serving Hope Burgers and Hope Brats for a minimum donation toward Hope for the Holidays.

Priebe then shared pictures of the newly lit Wahpeton neon sign at the east entrance to Dakota Avenue, Wahpeton pond 7 on the southside near pump station 7, the view from the volunteer park, and of Rosewood Addition which she noted is down to 2 vacant parcels for sale.

Priebe also reported that the Home Improvement Partnership Program (HIPP) with Gate City Bank fielded 8 applications with 4 being completed for a total dollar amount of \$97,278. She said there is still about \$150,000 available.

PUBLIC WORKS DIRECTOR NELSON

CCO No. 1 (Final) for Hydrant Replacements, Various Locations, Project No. W10-169 with Sellin Bros. Inc. – Request referral to PW/PS Committee Mayor Sturdevant will refer this item to Public Works & Public Safety Committee.

Public Input Meeting for 6th St S Shared Use Path, 5-7 PM, 9-20-11 at the Community Center

Nelson announced that a meeting of the Joint Powers Board of Center & Dwight Townships and the City regarding drain cleaning on the west side will be held on September 20th at 6:30pm. He then gave an update on some of the construction projects. He said flood construction project 3B, which is the last portion of the levy that will be built across the golf course, is in the beginning stages with a preconstruction conference held last Monday and full scale construction to begin next Monday. Nelson said Hughes Drive will be closed next week and the project is planned to be completed by November 1st. Regarding Stage 3A, where the volunteer park is located, Nelson said work is anticipated there this week with hopes to be completed in September. Nelson also reported on the Dakota Avenue signal lights, saying that the supplier of the signal equipment, contractors, State and

City representatives were onsite this morning with some improvements/modifications being made to the equipment. He anticipated that the system should be operating as originally intended and designed, and asked that he be made aware of any observations with the Dakota Avenue signal lights.

REPORTS FROM THE CITY COUNCIL COMMITTEES

Finance Committee Report

Bohn said the Finance Committee did not meet so had nothing to report at this time.

Town Centre Square Update – update on Sept. 12th

Assessment Report of Old City Hall – no action

Public Works Public Safety Committee Report

Hansey said the Publics Works Public Safety Committee met on August 30th at 4:00 pm.

Proposed Amendment to City Ordinance Ch. 17, Subdivision Regulations for Minor Plats – second reading pending further discussion of Ordinance No. 940 Lies believed there were still questions from one of the surveyors and the County Recorder, and suggested waiting until the next meeting.

Richland/Wahpeton Water Rescue Team Joint Powers Agreement - discussion

Wahpeton Comm. Center – motion to recommend approval for one year term – **Motion by Hansey, second by DeVries, to approve the Joint Powers Agreement with the Wahpeton Park Board for the Wahpeton Community Center for a one (1) year term expiring December 31, 2012. Motion Carried.**

Fairview Cemetery Association correspondence - discussion

Request for on-street parking restriction 420 3rd St. N. – motion to recommend approval – **Motion by Hansey, second by DeVries, to approve the handicapped parking on 5th Street North, contingent upon timeframes required by Immanuel Lutheran Church. Discussion held. Motion Carried.**

Formation of Assessment District for 11th St. N.

SCHEDULING OF COMMITTEE MEETINGS

The following Committee Meetings were then scheduled:

- a. Flood Committee September 2nd, 7:00 A.M.
- b. Planning Commission September 6th, 4:00 P.M.
- c. Finance Committee September 12th, 12:00 Noon
- d. Public Works Committee September 13th, 12:00 Noon
- e. Planning Commission September 15th, 4:00 P.M.
- f. Flood Committee September 16th, 7:00 A.M.

Discussion was then held regarding budget and whether or not another meeting would be required.

Motion by Bertsch, seconded by Hartman, to adjourn.

Mayor Sturdevant

Lynelle Amos, Finance Assistant