

MINUTES OF THE WAHPETON CITY COUNCIL MEETING HELD ON JANUARY 8, 2024

Mayor Phil Johnson called the meeting to order at 5:00 P.M. on January 8, 2024. Councilmembers present: Harold Prior, Holly Mead, Tom Rierson and via Zoom Rosalise Olson. Absent: Brad Jones. Others present were: City Clerk/Administrator Carrie Funk, Water Superintendent/Public Works Darin Peterson, Plant Operator/Public Works Brandon Berning, City Attorney Don Hemphill, and via Zoom Richard Hale.

Motion made by Prior and a second by Rierson to approve the agenda. All voting aye. Motion Carried.

CONSENT AGENDA

Motion made by Mead and a second by Prior to approve the Consent Agenda, which includes December 11th, 2023 Council meeting minutes, December 2023 Claims & Treasurer's Report, and December 2023 Financial Reports. All voting aye. Motion Carried.

CITIZEN COMMENTS: None

ACTION & DISCUSSION ITEMS

Motion by Mead and a second by Olson to appoint Kevin Krull to the Wahpeton Board of Adjustment for a 5-year term ending 12/31/28. All voting aye. Motion Carried.

Motion by Prior and a second by Rierson to appoint Carolyn Marshall to the Wahpeton Planning & Zoning Commission for a 5-year term ending 12/31/28. All voting aye. Motion Carried.

Motion by Mead and a second by Olson to approve first reading of Ordinance No. 197 "An Ordinance Amending Chapter 45 of the Wahpeton City Code To Establish The Offense Of Keeping A Disorderly House." Voting aye: Mead, Rierson, Olson, and Prior. Nay: None. Motion Carried.

No action taken for waiving the second and third reading or adoption of Ordinance No. 197 "An Ordinance Amending Chapter 45 of the Wahpeton City Code To Establish The Offense Of Keeping A Disorderly House."

Mayor Johnson introduced the drafted Ordinance to Establish Rental Permit Requirements. City Attorney Hemphill explained the ordinance is pretty comprehensive and would affect all rental properties; property owners that rent their property would have to apply for a rental permit on an annual basis, city staff would have to inspect to identify that the property does not violate the Wahpeton Dangerous Building ordinance, and any owner who does not reside within 20 miles of Wahpeton would be required to designate a person who does. Hemphill explained there would be a lot of administration involved. City Clerk/Administrator Funk questioned how staff would identify if a home is a "rental" in the event a property owner wishes to not disclose that they rent their property. Councilmember Mead asked Hemphill if a majority of cities require you have a rental permit, Hemphill explained that it is not unusual in larger cities to require rental permits, but cities of Wahpeton size do not, but Wahpeton is a resort community which is a legitimate difference. Funk expressed concern with being able to successfully administer this ordinance due to current administration requirements and being able to successfully manage upcoming sizeable projects. Councilmember Mead asked that if the council doesn't take any action now due to staffing concerns, to at least revisit again in a year. Councilmember Rierson commented the council needs to determine if Wahpeton is going to monitor rentals or not. Mayor Johnson commented that he is in favor of the ordinance. After further discussion this item was tabled.

Motion by Mead and a second by Rierson to approve Committee Appointments. All voting aye. Motion Carried.

Motion by Prior and a second by Mead approve CD renewal through United Community Bank to have the interest pay into the CD account. All voting aye. Motion Carried.

REPORTS

City Attorney Hemphill reported he has prepared the purchase agreement for the Reardon's for the acquisition of the Water Plant property. The current plan is to close in February.

City Clerk/Administrator Carrie Funk reported the Blue Star Plaque should be arriving in January or February, the claim for Alvin Kats was closed in October 2023, Beck Engineering is 70% done with the design stage and the project could go out for bid in February. In 2023 there were 70 Zoning permits. The Finance Committee is actively working on plans for paying for the Water Plant Project.

Water Superintendent/Public Works Darin Peterson reported working on getting the Pilot Study ready and plumbed in. The trailer should be arriving on Thursday which will require some setup and then will schedule a first start up. Hoping to have the Pilot Study running by the end of January.

Councilmember Prior reported on the Fire Board. Mayor Johnson reported that he would be attending the meeting concerning updating the County Hazard Mitigation Plan.

ADJOURNMENT

Mayor Phil Johnson

City Clerk/Administrator Carrie Funk

TOTAL REVENUES FROM 12/1/2023 TO 12/31/2023 WERE \$112,825.68. TOTAL EXPENSES WERE \$261,459.76. GENERAL FUND \$40,770.89, DEBT SERVICE \$10,060.00, CAPITAL TENNIS COURTS \$7,225.00, LAKESIDE/EDGEWOOD PROJECT \$105,448.16, WATER METER RADIO ENDPOINTS \$37,075.00, WATER PLANT DESIGN \$25,179.45, WATER UTILITY \$35,701.26.

CLAIMS REPORT

VENDOR	INVOICE DESCRIPTION	AMOUNT
ACCO UNLIMITED CORP	WATER PLANT CHEMICAL	\$ 763.90
AFLAC	AFLAC PRE TAX	\$ 139.19
AFLAC	AFLAC PRE TAX	\$ 139.19
ALLIANT ENERGY	STREET LIGHTS	\$ 2,959.92
OFFICE OF AUDITOR OF STATE	ANNUAL FEE	\$ 175.00
BADGER METER INC	BEACON MBL HST SERVICE	\$ 35.95
BECK ENGINEERING INC	LAKESIDE WATER MAIN SERVICES	\$ 1,140.00
BECK ENGINEERING INC	PHASE 1 PARK IMPROVEMENT	\$ 7,225.00
BLACK HILLS/IOWA GAS UTILITY	WATER PLANT	\$ 406.95
BOK FINANCIAL	BOND INTEREST	\$ 55,350.00
BOMGAARS SUPPLY INC	ANTIFREEZE/BATTERIES	\$ 36.96
CARD SERVICE CENTER	IMFOA/BUDGET WORKSHOP	\$ 813.67
COOPERATIVE ENERGY COMPANY	WINTERMASTER DYE	\$ 2,381.12
DICKINSON COUNTY	SANDING SALT	\$ 1,457.00
DICKINSON COUNTY AUDITOR	2023 ELECTION FEE	\$ 351.74
DICKINSON COUNTY NEWS		\$ 488.49
DICKINSON COUNTY REGIONAL COLL	4 APPLIANCES 3 TV'S	\$ 96.00
EBS	PSF ADMIN	\$ 80.00
FEAR COMPUTER SOLUTIONS	ADOBE & SEARCH ISSUE FIX	\$ 75.00
FUTURE BENEFITS OF AMERI	457B	\$ 53.08
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HACH COMPANY	WP CHEMICALS	\$ 1,434.64
HACH COMPANY	WP CHEMICALS	\$ 205.00
HEMPHILL LAW OFFICE	REARDON PROPERTY	\$ 1,872.80
HR GREEN INC	PER/SRF ADMIN ASSIST	\$ 1,497.75
HR GREEN INC	WTP PRELIM/GENERAL/MEETINGS	\$ 23,199.70
HULSTEIN EXCAVATING, INC	FINAL PAY INFRASTRUCTURE PRJCT	\$ 48,958.16
IMWCA	22/23 AUDIT PREM ADJUST	\$ 3,816.00
UNITED STATES TREASURY	FED/FICA TAX	\$ 2,122.80
UNITED STATES TREASURY	FED/FICA TAX	\$ 2,633.08
IOWA FINANCE AUTHORITY	WATER TOWER SRF INT/SERV FEE	\$ 7,010.00
IOWA FINANCE AUTHORITY	HARPEN ST SRF INT/SERV FEE	\$ 3,050.00
IOWA FINANCE AUTHORITY	2003 WATER PLANT SRF INT PYMNT	\$ 866.25
IOWA ONE CALL	OCTOBER LOCATES	\$ 28.00
IPERS	IPERS	\$ 1,536.00
IPERS	IPERS	\$ 1,591.21

MARCO TECHNOLOGIES LLC	CITY HALL COPIER	\$ 243.44
MEDIACOM LLC	PHONE/INTERNET	\$ 475.48
MENARD'S	BARRIER GATE & GATE SUPPIES	\$ 270.00
OLSON, ROSALISE	MLA WORKSHOP REIMBURSE	\$ 80.00
PAY PLUS/EBS	PSF/LAKES REG HEALTHCARE	\$ 320.07
QUAIL CONSTRUCTION	PAINT LINES FOR NEW STOP SIGNS	\$ 725.00
SAM WEDEKING EXCAVATING	TELEVISIONING OF DRAIN TILE	\$ 260.00
SAM WEDEKING EXCAVATING	HWY 86 LEVELING OF LOT	\$ 3,000.00
SPENCER OFFICE SUPPLY	W2/1099 FORMS	\$ 70.97
STATE HYGIENIC LABORATORY-AR	WATER TESTING	\$ 204.00
TOWN & COUNTRY DISPOSAL	GARBAGE/RECYCLE COLLECTION	\$ 5,509.69
TREASURER - STATE OF IOWA	WATER EXCISE TAX	\$ 5,116.66
TRIONFO SOLUTIONS, LLC	EE LIFE & DISB INS	\$ 87.84
TRUE VALUE-MILFORD	FAN/BROOM/WRENCH	\$ 106.89
UTILITY EQUIPMENT CO.	REPLACEMNT&STOCK DISTRI PARTS	\$ 3,106.65
VAN WERT COMPANY	WATER METER ENDPOINT PROJECT	\$ 35,725.00
VAN WERT COMPANY	BACKPLATE FOR REMOTE MNT KIT	\$ 1,350.00
VERIZON WIRELESS	TABLETS	\$ 80.02
WASTE MANAGEMENT	11/1-11/15 LANDFILL FEES	\$ 492.29
WASTE MANAGEMENT	11/16-11/30 LANDFILL FEE	\$ 652.16
WELLMARK BC/BS OF IOWA	EE HEALTH INS	\$ 103.75
WELLMARK BC/BS OF IOWA	BCBS	\$ 3,870.48
WELLMARK BC/BS OF IOWA	BCBS	\$ 3,870.48
WINTHER, STAVE & CO. LLP	CITY EXAM FEES FY22/23	\$ 4,950.00
WITHHOLDING TAX	STATE TAXES	\$ 388.51
WITHHOLDING TAX	STATE TAX	\$ 408.65
Accounts Payable Total		\$ 245,510.66
	Refund Checks Total	
Total Paid On: 12/05/23		\$ 6,702.79
Total Paid On: 12/19/23		\$ 9,246.31
Total Payroll Paid		\$ 15,949.10
***** REPORT TOTAL *****		\$ 261,459.76
GENERAL		\$ 40,770.89
DEBT SERVICE		\$ 10,060.00
CAPITAL TENNIS COURTS		\$ 7,225.00
LAKESIDE/EDGEWOOD PROJECT		\$ 105,448.16
WATER METER RADIO ENDPNTS		\$ 37,075.00
WATER PLANT DESIGN		\$ 25,179.45
WATER UTILITY		\$ 35,701.26
TOTAL FUNDS		\$ 261,459.76