Washburn City Commission

Official Meeting Minutes

Monday, October 10th, 2023

6:30 p.m., City Hall

Members Present: Larry Thomas, Don Simon, Keith Hapip Jr, Jamie Weber, Timothy Dockter

Absent: None

President Thomas called the regular commission meeting to order at 6:30 P.M.

Pledge of Allegiance was recited.

Thomas had two things to add to the agenda. Approval of September budget hearing minutes and also adding the Beutler Land for sale south of City Hall.

Simon motioned to approve the agenda. Dockter seconded. Upon roll call, all members present voted aye. Motion carried.

Dockter motioned to approve the September 11th Budget Public Hearing meeting minutes. Simon seconded. Upon roll call, all members present voted aye. Motion carried.

Dockter motioned to approve September 11th, 2023, commission meeting minutes. Simon seconded. Upon roll call, all members present voted aye. Motion carried.

Simon motioned to approve August financials. Hapip Jr seconded. Upon roll call, all members present voted aye. Motion carried.

Dockter motioned to approve September financials. Simon seconded. Upon roll call, all members present voted aye. Motion carried.

Dockter motioned to approve the planning and zoning recommendation for a lot merger for John & Karla Klein. Simon seconded. Upon roll call, all members present voted aye. Motion carried.

Simon motioned to approve the planning and zoning recommendation for a replat for Mark Kreig. Dockter seconded. Upon roll call, all members present voted aye. Motion carried.

Jessica Hoff with the Riverside 4H Club was present to discuss a waiver of fees for using the Memorial Building. Dockter motioned to deny the waiver of fees but set their fee to $10 per use. Simon seconded. Upon roll call, all members present voted aye. Motion carried.

Dockter motioned to approve Gaming Site Authorization for the Washburn American Legion Post #12 for Captain’s Cabin for remainder of 2023 thru 6-30-2024. Simon seconded. Upon roll call, all members present voted aye. Motion carried.

Dockter motioned to approve a local gaming permit for tag. Hapip Jr seconded. Upon roll call, all members present voted aye. Motion carried.

McLean County Historical Society submitted a request for sales and use tax money to help repair the roof of their building. Thomas motioned to give $5,000 from sales & use tax. Simon seconded. Upon roll call, all members present voted aye. Motion carried.

Simon motioned to approve the special assessment assistance program payment in the amount of $2,495.71. Dockter seconded. Upon roll call, all members present voted aye. Motion carried.

Dockter explained that in a recent survey it was found the land by the softball field belongs to the Park Board. There are several lots behind City Hall that were deeded in 1956 from the city to the park board. The deed states that failure to use it for park purposes the lots would revert to the grantors. Tim would like permission to represent the city at the park board meeting and present this information. Simon motioned to grant Dockter permission to present this information at their meeting. Dockter expressed interest in having two different motions for what he's asking. Simon rescinded his motion. Thomas motioned to accept the documents as presented. Hapip Jr seconded. Upon roll call, all members present voted aye. Thomas made a motion to have Dockter present the findings at the park board meeting and seek their approval. Simon seconded. Upon roll call, all members present voted aye. Motion carried.

Brandt explained the 3M class action settlement and the reasoning to opt in. Dockter motioned to approve the signing of the settlement. Simon seconded. Upon roll call, all members present voted aye. Motion carried.

Dockter motioned to approve the purchase of a sewer camera and reel for $15,321.94 from the sewer fund. Simon seconded. Upon roll call, all members present voted aye. Motion carried.

Brandt read the supplemental resolution and revised warrant for BND loan from Arntson Stewart Wegner. Thomas motioned to accept the resolution. Dockter seconded. Upon roll call, all members present voted aye. Motion carried.

Water rates for 2024 discussed. Proposed changes were a $.50 base rate increase per 2000 gallons for residential and commercial. An increase in the overage rate to $0.0065/gallon. McLean Sheridan Rural Water would also see an increase to $0.0065/gallon. Hapip Jr motioned to approve these proposed changes. Simon seconded. Upon roll call, all members present voted aye. Motion carried.

Thomas noted that Dan Beutler has his land for sale behind City Hall. Our compound is running out of room. He would like to offer him $50,000 for the piece of land that has no water or sewer on the property. Simon motioned to send a written offer to Dan and offer him $50,000. Dockter seconded. Upon roll call, all members present voted aye. Motion carried.

Thomas motioned to grant Bechtold Paving a substantial completion date of October 22, 2023. Dockter seconded. Upon roll call, all members present voted aye. Motion carried.

Simon motioned to approve application 4 to Bechtold Paving in the amount of $591,884.47. Dockter seconded. Upon roll call, all members present voted aye. Motion carried.

Simon motioned to approve BND loan request 5 for $629,240.67. Dockter seconded. Upon roll call, all members present voted aye. Motion carried.

AE2S Update:

Street project is nearing completion. The curb and gutter need to be finished. The Special Assessment Committee will meet again after the project is complete.

Eric informed the commission that they are sitting right at their budget amount. He is asking for an additional 24 hours for Jack to be on site for completion of the project. Thomas motioned to extend it another 24 hours, roughly $3500. Simon seconded. Upon roll call, all members present voted aye. Motion carried.

Still looking at options for lagoon on the screening and aerator equipment upgrades.

Portfolios:

Dockter – looking at options for a sewer jet machine.

Weber – mentioned a streetlight by SuperPumper is flickering and a light at 7th St. is completely out.

Hapip Jr. – wanted to thank Noelle Kroll for the AED machine at the library.

Simon – nothing

L. Thomas – airport closed on their land purchase. Met with RRVWSP and looking at additional funding options.

Brandt – reminder there is no open walk as the floor is being redone. All trailers, campers, boats, etc need to be removed from the streets by October 15th. Access channel is probably going away. Reminder that building permits are required for buildings including concrete.

Thomas stated to include the $5,000 payment to McLean County Historical Society. Hapip Jr motioned to pay the bills.

General Fund:

|  |  |  |
| --- | --- | --- |
| -99726 | 363 WEST RIVER TELEPHONE | 654.89 |
| -99725 | 65 CIRCLE SANITATION | 8309.00 |
| -99724 | Check not processed in this period | 0.00 |
| -99723 | 437 J.P. MORGAN | 3320.61 |
| 89415 to 89409 | Payroll | 11774.87 |
| -89408 | FIT EFTPS | 4201.54 |
| -89407 | DENTAL BCBS | 5176.48 |
| 89406 to 89400 | Payroll | 11691.43 |
| -89399 | FIT EFTPS | 1983.12 |
| 32103 | 348 WASHBURN PARK BOARD | 2468.66 |
| 32104 | 11 Lauren L Hunze | 933.06 |
| 32105 | AFLAC ACCIDENT AFLAC | 282.48 |
| 32106 | AD&D UNUM | 48.68 |
| 32107 | RETIREMENT AMERICAN FUNDS | 1616.68 |
| 32108 | 323 US POSTAL OFFICE | 207.25 |
| 32109 | 6 AE2S | 40708.70 |
| 32110 | 16 AT& T MOBILITY | 102.82 |
| 32111 | 25 BECHTOLD PAVING, INC | 614194.42 |
| 32112 | 117 ENERBASE COOPERATIVE | 165.87 |
| 32113 | 400 ERICA MEADOWS | 115.28 |
| 32114 | 123 FARMERS UNION INSURANCE | 22321.00 |
| 32115 | 157 HAWKINS | 5673.98 |
| 32116 | 168 INNOVATIVE OFFICE SOLUTIONS | 52.57 |
| 32117 | 182 KRAUSES SUPERVALU | 36.00 |
| 32118 | 436 MARCO | 153.53 |
| 32119 | 196 MASTER FIRE & SAFETY | 31.00 |
| 32120 | 204 MCLEAN COUNTY IMPLEMENT LLC | 390.74 |
| 32121 | 205 MCLEAN COUNTY SHERIFF DEPT | 15371.34 |
| 32122 | 217 ND DEPT OF HEALTH- MICROBIOLOGY | 200.00 |
| 32123 | 223 ND LEAGUE OF CITIES | 650.00 |
| 32124 | 29 NORDAK NORTH PUBLICATIONS | 452.56 |
| 32125 | 441 PREMIER HOME SERVICES LLC | 394.00 |
| 32126 | 265 RDO EQUIPMENT | 101.36 |
| 32127 | 279 SALHUS SEPTIC PUMPING | 360.00 |
| 32128 | 282 SCOTTS HARDWARE | 65.46 |
| 32129 | 295 STARION BOND SERVICES | 48227.50 |
| 32130 | 307 THOMAS, LARRY | 100.66 |
| 32131 | 381 VALLI INFORMATION SYSTEMS, INC | 100.36 |
| 32132 | 348 WASHBURN PARK BOARD | 2415.52 |

Sales & Use Tax:

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| --- | --- | --- | --- |
| 1024 |  | 442 MCLEAN COUNTY HISTORICAL SOCIETY | 5000.00 |
| 1025 |  | 338 WAIA | 1602.59 |

Dockter seconded. Upon roll call, all members present voted aye. Motion carried.

Next regular commission meeting is November 13, 2023, at 6:30 PM.

Thomas adjourned the meeting at 7:33 p.m.

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Chelsey Brandt, Auditor Larry Thomas, President

City of Washburn City of Washburn