

Washburn City Commission
Official Meeting Minutes
Monday, December 12, 2022
6:30 p.m., City Hall

Members Present: Larry Thomas, Don Simon, Keith Hapip, 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.

Dockter motioned to approve the November 8th special commission meeting minutes. Simon seconded. Upon roll call, all members present voted aye. Motion carried.

Dockter motioned to approve November 14th commission meeting minutes. Simon seconded. Upon roll call, all members present voted aye. Motion carried.

Steve Johnston requested \$300 for repairing a downspout at the senior center damaged due to snow removal. Precedence has been set that approval has to be granted before the city will reimburse a person for work done. Dockter motioned to deny this request and stay with its precedence. Thomas seconded the motion. Dockter-aye, Weber-no, Hapip-no, Simon-aye, Thomas-aye. Motion carried.

Ginny Weber was back to get clarification of the snow ordinance where it directly states that snow can't be moved from one street to another. Thomas stated that he thinks the ordinance is pretty clear. No action was taken.

Brandt presented the following alcoholic beverage licenses for renewal:

Washburn American Legion Victor B. Wallin Post #12 – Dockter motioned to approve. Simon seconded. Upon roll call, all members present voted aye. Motion carried.

The Riverboat Saloon - Dockter motioned to approve. Simon seconded. Upon roll call, all members present voted aye. Motion carried.

SuperPumper Licensing, Inc. - Simon motioned to approve. Docker seconded. Upon roll call, all members present voted aye. Motion carried.

Brenarlo Enterprises - Dockter motioned to approve. Simon seconded. Upon roll call, all members present voted aye. Motion carried.

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

Captain's Cabin – Simon motioned to approve. Dockter seconded. Upon roll call, all members present voted aye. Motion carried.

Brandt presented the 2023 NRG contract. Thomas motioned to approve the contract. Simon seconded. Upon roll call, all members present voted aye. Motion carried.

Dockter motioned to reappoint Carol Carlson and Ann Oberg to planning and zoning. Hapip seconded. Upon roll call, all members present voted aye. Motion carried.

Brandt presented a list of 2023 commission meeting dates. The board of equalization meeting will be held prior to the commission meeting in April. Dockter motioned to accept the 2023 commission meeting dates. Simon seconded. Dockter-aye, Weber-nay, Hapip-nay, Simon-aye, Thomas-aye. Motion carried.

Employees were scored on 11 different categories to determine their merit raise. Across the board raise was given for cost of living. Proposed raises are as follows: Thomas - \$39/hour, Brandt - \$35/hour, Meadows - \$22.90/hour, Bredlow - \$27.33/hour, Matt - \$27.03/hour. Dockter motioned to approve these pay raises. Hapip seconded. Upon roll call, all members present voted aye. Motion carried.

Dockter motioned to open up the janitorial position and allow Brandt to advertise in the paper. Hapip seconded. Upon roll call, all members present voted aye. Motion carried.

Dockter motioned to give full time employees \$100 in Washburn Bucks and \$50 to part time employees. Simon seconded. Upon roll call, all members present voted aye. Motion carried.

AE2S Update:

The water supply project is still being looked at and other options that might be a possibility. Rainbow Energy is looking at possibly running 36' line out to the plant but that study won't be done until late 2023. The tech memo is still being worked on.

Street Improvement Project – 30% design review meeting will be next week. The assessment district needs no action currently.

Portfolios:

Dockter – nothing

Weber – nothing

Hapip – Library board has a vacant position come the end of the month.

Simon – County has received lots of complaints about wind turbines. Looking at putting temporary ones up just to collect data.

L. Thomas – Would like to invite Washburn Life to a city commission meeting.

Brandt – 2021 audit has been completed. City Hall is closed December 23 and 26th for Christmas. Kindly asked citizens to remove vehicles off streets and hills for snow removal with pending storm. Reminder that inside shoes but be worn when walking or playing sports in the Memorial Building.

Mark Lelm requested reimbursement to the Park Board for their liability insurance. The city had voted to pay the insurance for the first year. In October, Lelm argued that the Park Board would pay their own insurance. Brandt stated that if the Park Board wanted the City to pay it, they would.

Docker motioned to pay the bills.

General:

-99815	207 MDU	665.71
-99814	250 OTTERTAIL POWER	4860.88
-99807	65 CIRCLE SANITATION	8381.65
-89777	DENTAL BCBS	4921.50
-89607	Payroll	9636.61
-89601	AFLAC DAYCARE CHELSEY LAZIER	384.62
-89600	AFLAC-FLEX CHELSEY LAZIER	115.38
-89599	FIT EFTPS	3108.57
-89598	DENTAL BCBS	5304.40
-89597	Payroll	9064.49
-89591	FIT EFTPS	2871.66
1013	338 WAIA	1382.14
31766	227 ND SECRETARY OF STATE	36.00
31767	AD&D UNUM	48.68
31768	RETIREMENT AMERICAN FUNDS	1312.44
31769	AFLAC ACCIDENT AFLAC	266.76
31770	323 US POSTAL OFFICE	311.58
31771	4 ADAM THOMAS	739.93
31772	11 ARAMARK	472.02
31773	16 AT& T MOBILITY	101.14
31774	34 BOBCAT OF MANDAN	256.98
31775	54 CARDMEMBER SERVICES	367.78
31776	65 CIRCLE SANITATION	240.50
31777	78 CORE & MAIN LP	3845.00
31778	102 DIRTY DEEDS EXCAVATING	1125.00
31779	117 ENERBASE COOPERATIVE	3639.55
31780	400 ERICA MEADOWS	94.42
31781	123 FARMERS UNION INSURANCE	21590.00
31782	405 FIRE EXTINGUISHING SYSTEMS INC	284.85
31783	157 HAWKINS	4075.58
31784	191 LIBERTY BUSINESS SYSTEMS	100.00
31785	194 LINDELL LAW OFFICE	125.00
31786	403 MATTHEW RICHARD	63.14
31787	204 MCLEAN COUNTY IMPLEMENT LLC	245.48
31788	205 MCLEAN COUNTY SHERIFF DEPT	14501.26
31789	421 MUTUAL OF OMAHA	36.00

31790	213 MVTL	54.30
31791	217 ND DEPT HEALTH LAB SERVICES/MICRO	89.00
31792	374 ND DEPT. OF ENVIRONMENTAL QUALITY	519.04
31793	223 ND LEAGUE OF CITIES	80.00
31794	29 NORDAK NORTH PUBLICATIONS	107.88
31795	246 ODAY EQUIPMENT	2221.64
31796	248 ONE CALL CONCEPTS	15.60
31797	253 PETTY CASH	160.45
31798	282 SCOTTS HARDWARE	135.98
31799	381 VALLI INFORMATION SYSTEMS, INC	101.04
31800	337 WAGON WHEEL LUMBER	152.65
31801	345 WASHBURN FIRE DEPARTMENT	11300.00
31802	410 ZACH BREDLOW	50.00

Sales & Use Tax:

1013 WAIA

1382.14

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

Next regular commission meeting is January 9, 2023.

Thomas adjourned the meeting at 7:43 p.m.

Chelsey Brandt, Auditor

City of Washburn

Larry Thomas, President

City of Washburn