

Washburn City Commission
Official Meeting Minutes
Monday, March 13, 2023
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.

Thomas stated that in order to run a more effective meeting the format will be changing slightly. The agenda will be approved after the Pledge of Allegiance. Emergency items that come up might be added at the discretion of the chair. Regular agenda items are still due at noon on Friday before Monday's meeting. A description or explanation of an agenda item is to be provided. Public input will be per agenda item. Any items or issues that require a vote will need to be an agenda item.

Dockter motioned to approve the February 13th commission meeting minutes. Hapip seconded. Upon roll call, all members present voted aye. Motion carried.

Dockter motioned to approve the February 17th special commission meeting minutes. Hapip seconded. Upon roll call, all members present voted aye. Motion carried.

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

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

Washburn ambulance presented Tim Dockter with an honorary member award.

Dockter motioned to waive the fees at the Memorial Building for Riverboat Days Committee during Riverboat Days. Hapip seconded. Upon roll call, all members present voted aye. Motion carried.

John, Katrina Winterberg's dad, came in to ask if the city would be willing to help cover some of the expenses for the asphalt that had to be dug up during a sewer line repair. Dockter motioned to honor their request and pay for the asphalt repair with our guys taking care of it from here on out. Hapip seconded. Upon roll call, all members present voted aye. Motion carried.

Rashel, with Washburn Life, brought forth her ideas for expanding the dog park. The dog park sits on City property. The commission would like to see a footprint with her proposed changes/expansion.

Aaron Hummert was surveying some land and had found he made an error with a previous survey he did. There is a right of way that encroaches into the lot. Thomas motioned to do a quit

claim deed to Mr. Beehler in the sum of \$50 for the little piece of land. Dockter seconded. Upon roll call, all members present voted aye. Motion carried.

Farm Credit Service submitted a re-plat of their lot. It went through planning and zoning, and they are making the recommendation to approve the plat. Thomas motioned to approve the plat submission for Farm Credit Service. Dockter seconded. Upon roll call, all members present voted aye. Motion carried.

All 3 water towers and the reservoir are past due for inspections. KLM Engineering typically does the inspections. Dockter motioned to go with option 2 for all three towers and the reservoir for \$13,200. Simon seconded. Upon roll call, all members present voted aye. Motion carried.

Special assessment committee needs 3 new members. It will be advertised in the Leader News and Extra. A letter of interest to be appointed to the committee can be submitted to City Hall.

Dockter recommend hiring Hunter Koble for summer help, starting at \$18/hour the first month with the possibility of \$19/hour the second month. Hapip seconded. Upon roll call, all members present voted aye. Motion carried.

There were 2 bids submitted for the 2023 Street Improvement Project. Bechtold submitted a bid for \$1,901,643.10 and Strata submitted a bid for \$1,997,770.06. Eric recommends the project being awarded to Bechtold Paving for \$1,901,643.10. Thomas read the resolution to award bid. Dockter motioned to accept the resolution. Hapip seconded. Upon roll call, all members present voted aye. Motion carried.

AE2S Update:

Water Supply Project:

FEMA Grant - all receipts & stubs have been submitted. Grant officially expires March 22nd. The city might will be responsible for paying the state water commission 8% but should be getting back a full refund from FEMA.

RRVWSP – conversations with Lake Agassiz Board. Larry testified in front of legislature and said that going with the Red River intake wasn't our first option.

2023 Street Improvement Project:

BND financing has been approved for the project. Bond Documents will be approved at April meeting.

Portfolios:

Dockter – will be interviewing an applicant Thursday for janitorial job

Weber – look at switching out the lights at the Memorial Building from motion to a timer or switch before the new floor goes in

Hapip – The library is seeing an increase in usage. Special meeting on Tuesday the 14th at 7 PM.

Simon – nothing

L. Thomas – nothing

Brandt – Spring Conference is next week Tuesday and Wednesday. Gave update on state aid funding to the Park Board. Gave an update on the mold at the library.

A.Thomas –nothing

Hapip motioned to pay the bills.

General:

-99785	363 WEST RIVER TELEPHONE	643.17
-99784	Check not processed in this period	0.00
-99783	20 BANK OF NORTH DAKOTA	44375.00
-99782	Check not processed in this period	0.00
-99781	65 CIRCLE SANITATION	8242.80
-89558	Payroll	10467.36
-89552	AFLAC DAYCARE CHELSEY BRANDT	769.24
-89551	FIT EFTPS	3334.49
-89550	DENTAL BCBS	5304.40
-89549	Payroll	10252.92
-89543	FIT EFTPS	3372.00
1018	252 PAINTED WOODS GOLF COURSE	35000.00
31871	AFLAC ACCIDENT AFLAC	266.76
31872	AD&D UNUM	48.70
31873	RETIREMENT AMERICAN FUNDS	1555.36
31874	323 US POSTAL OFFICE	207.64
31875	6 AE2S	72958.50
31876	11 ARAMARK	503.21
31877	16 AT& T MOBILITY	102.08
31878	54 CARDMEMBER SERVICES	294.68
31879	428 DOCKTER, TIM	44.99
31880	117 ENERBASE COOPERATIVE	1149.71
31881	427 FIRST WESTERN INSURANCE	50.00
31882	416 GENERAL EQUIPMENT & SUPPLIES INC	2918.38
31883	426 GLENN'S WELDING & TRAILER SUPPLIE	1636.50
31884	157 HAWKINS	6873.79
31885	191 LIBERTY BUSINESS SYSTEMS	112.00
31886	205 MCLEAN COUNTY SHERIFF DEPT	15371.34
31887	201 MCLEAN COUNTY TREASURER	5465.00
31888	421 MUTUAL OF OMAHA	54.00
31889	213 MVTL	27.15
31890	217 ND DEPT HEALTH- MICROBIOLOGY	43.00
31891	216 ND DEPT OF ENVIRONMENTAL QUALITY	327.75
31892	220 ND GAME AND FISH	1281.52
31893	235 ND WORKFORCE SAFETY	2168.52
31894	29 NORDAK NORTH PUBLICATIONS	623.36
31895	244 NRG TECHNOLOGY SERVICES	669.00
31896	248 ONE CALL CONCEPTS	4.10
31897	253 PETTY CASH	120.30
31898	282 SCOTTS HARDWARE	625.47

31899	306 THOMAS, ADAM	292.24
31900	307 THOMAS, LARRY	64.49
31901	381 VALLI INFORMATION SYSTEMS, INC	200.74
31902	337 WAGON WHEEL LUMBER	95.04
31903	338 WAIA	1754.81
31904	360 WEBER ELECTRIC INC	833.78
31905	410 ZACH BREDLOW	150.00

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

Next regular commission meeting is April 10th, 2023 following board of equalization meeting.

Thomas adjourned the meeting at 7:21 p.m.

Chelsey Brandt, Auditor
City of Washburn

Larry Thomas, President
City of Washburn