

**Washburn City Commission Meeting
May 9, 2011 6:30 pm**

The Washburn City Commission met on Monday, May 9, 2011 at 6:30 pm in the Washburn City Hall. The following Commissioners were present: Commissioner Hager, Laning, Bauer, Miller, and Moran, Commissioners Absent: none Commissioner Miller called the meeting to order.

Bauer made a motion to approve the 4-14-11 minutes of the Washburn City Commission regular meeting, Hager seconded the motion all approved.

Hager made a motion to approve the 4-19-11 minutes of the Washburn City Commission special meeting, Laning seconded the motion all approved.

Ladd Erickson was present to represent the McLean County for the building of the McLean County Courthouse. The bids will be opened Tuesday, May 10, 2011. Erickson requested a waiver for the building permit, the deposits for the curb cutting and the tap in fee to the water system. Moran made motion to waive the fees for the building permit, curb deposit and tap in fees for the water system. Laning seconded the motion. Hager stated that ambulance building paid for all of the fees and to be fair how we can waive this building permit. Roll Call Vote: "AYE" Laning, Bauer, Moran, Miller "NAY" Hager "ABSENT" none.

Erickson also asked about dumping dirt in to the coulee, Hager stated a motion was made at last month's meeting to not allow any dumping in the coulee.

Hager stated that the sewer line up to the sewer main in 7th Street belongs to the County and all maintenance will be the responsibility to the County.

Construction of the Courthouse will begin this month and completion in July 2012.

Mike Herdt was present with question concerning the future of Demores Ave. The City used this undeveloped road when repairing a sewer break in the area. It was soft and ruts were left in the street area. Hager explained the City will repair the area to its original condition when the weather and soil conditions allow. Herdt also asked about the tunnel under Highway 83, Price explained that the restoration construction will begin May 16, 2011. He is concerned about the maintenance of the tunnel during the winter in the future.

Tom Link was present to ask the Commission about finding a place for residents to take branches. Hager said he will visit with Public Works Dept. and they will see if they can find place residents can place the branches and have the Fire Dept. burn them every year.

Russ Olson was present representing Krause's Super Valu about broken asphalt in the parking lot. They would like to request help from the City to repair the damaged area. Hager explained that it is the property owner's responsibility to repair and maintain.

Bauer made a motion to appoint Darrin Morlock to the Planning and Zoning Commission, Moran seconded the motion, Roll Call Vote, "AYE" Laning, Bauer, Hager, Moran, Miller, "NAY" none, "ABSENT" none.

Bauer made a motion to hire Ashwin Weinmann at \$10.00 an hour and Hannah Frazier at \$9.00 an hour for summer employment for the City of Washburn, Hager seconded the motion, Roll Call Vote "AYE" Laning, Bauer, Hager, Moran, Miller, "NAY" none, "ABSENT" none.

Hager made a motion to increase Adam Thomas' wages by \$5.00 per hour due to he has passed the testing for the four (4) different water certifications. Thomas is now a registered with the Dept Health as a Level 1 Operator. Bauer seconded the motion, Roll Call Vote "AYE" Laning, Bauer, Hager, Moran, Miller, "NAY" none "ABSENT" none.

Bauer discussed that the summer employees will need a mode of transportation to do the work around the City and suggested looking at a vehicle from ND State Surplus Supply for a pickup. They will be selling meters to help defray the cost of the vehicle. Bauer made a motion to have Public Works Employees check into purchasing a vehicle up to \$4500.00, Hager seconded the motion. Roll Call Vote "AYE" Laning, Bauer, Hager, Moran, Miller, "NAY" none "ABSENT" none.

Discussion was held on the sale of the lots in Heritage Height the City owns. Discussion was held on how the City would like to sell them, Commissioner discussed having the City Attorney draw up an agreement to sell that would state the lots must begin construction on the property in 2 years of the

purchase date or they will revert back to the City. The area is zoned R1 the Commission would also like to state that all lots must have a residence on the property. The City office will check getting values for the lots. Also an ad will be placed in the Leader News that this area is not to be driven across with personal vehicles.

Special Assessment Plan was discussed; Laning put together information to create a guide for special assessments to be dispersed so all future special assessment would be performed in the same method. Laning asked the Commission to review the plan and they can discuss it at the next meeting.

Bauer made a motion to donated up to \$40,000.00 to the Washburn Fire Dept. for the purchase of the a fire and rescue truck. Laning seconded the motion. Discussion was held that the present truck needs to be replaced. Roll Call Vote "AYE" Laning, Bauer, Hager, Moran, Miller "NAY" none, "ABSENT" none.

Discussion was held on the offer from the Washburn Public School for a scoreboard they no longer need to be placed in the Memorial Building. The American Legion will be happy to receive the scoreboard and install it in the Memorial Building gym if the School agrees to that arrangement.

Dave Thompson representing Toman Engineering was present for updates on projects;

- Thompson and sent a letter to Northern Excavating on the issue of the separated sewer pipe on the corner of 5th Ave and 7th Street and is waiting for a response.
- A letter was also sent to Bechtold on the gate valve stems and valley gutters to be done as soon as possible.
- Thompson brought a laptop to the City Office with the part of the GIS program they have completed for the staff to look at and make notes of additional information they would like to see in the maps. City requested the photo and notes on the 7th Street and 6th Avenue project to be included.
- The Contractor for the multi-use trail was in Washburn last week and they will begin construction Monday, May 16, 2011 they will have a staging area across the street from the School. They will begin at the rest area and move towards 4th Ave. Thompson requested 2 change orders for the multi-use trail they are the deducts for the use of fly ash (\$ 6.00 a yard) and bottom ash (\$10.31 a yard) this will be a savings of \$14,000.00 with the bottom ash and \$5,500.00 for the fly ash. The material was made available by a generous donation by Great River Energy. Bauer made a motion to approve Change Order #1 and Change Order # 2 Laning seconded the motion. Roll Call Vote "AYE" Laning, Bauer, Hager, Moran, Miller, "NAY" none, "ABSENT" none. Construction should have duration of 3 months.
- Thompson discussed the issues with the existing trail where the river is eroding the land and the trail is only inches from the cut-bank with the contractor. They will be able to move the trail 20 feet from the bank for safety reason this summer while they are on site in Washburn.

Jasper Klein from AE2S gave updates on projects; PKG will be completing their punch list at the Water Treatment Plant this week. Klein presented a change order in the general contract for connection to existing water main, guide rail system, and the C12 analyzer for approval. Hager made a motion to approve the change order, Moran seconded the motion, Roll Call vote "AYE" Laning, Bauer, Hager, Moran, Miller, "NAY" none, "ABSENT" none. The middle June a plan, for an open house at the treatment plant will be put together.

PORTFOLIOS:

Laning: Will be placing an application to the One Cent Sales Tax Committee for chip/ seal, and repair of damaged streets.

Bauer: none

Hager: The City sewer system is being taxed by the additional water being pumped into the system by the sump pumps that are being used for ground water in basements. An ad will be placed in the Leader News and the Access Channel to request property owners to pump water into the street. The pilot lounge at the Airport is getting close to being completed. There is a party interested building another hanger at the Airport the board will be reviewing it at the next meeting.

Moran: none

Miller: Read a letter from Neil Heringer stating he is resigning as the City Assessor as of May 9, 2011. Hager made a motion to accept the resignation, Bauer second the motion. Roll Call Vote "AYE" Laning, Moran, Hager, Bauer, Miller, "NAY" none, "ABSENT" none.

Dwight Hetletved: Distributed March 31, financial report.

Chad Dahme: Materials have been ordered for new pumps at the lagoon, the repairs will happen in approx. 8 weeks.

Bills:

23672 Chad A Dahme	1,573.91
23673 Julie Petersen	343.73
23674 Barbara Price	550.50
23675 Milissa Price	1,464.24
23676 Bryan L Rothmann	2,025.25
23677 Adam L Thomas	898.03
23678 Vetter, Nadina	148.79
23679 Joan R Zimmerman	979.14
AWD RETURNED CHECK	75.00
AWD USA Taxpayment	2,403.28
23680 State Tax Commissioner	795.00
23681 Job Service ND	58.30
23682 Southwest Business	627.00
23683 BI Cr/ BI Sh	4,625.85
23684 MDU	1,652.59
23685 Northland Financial	110.00
23686 MVTL Lab	25.00
23687 Alltel	100.28
23688 Hawkins Inc	1,076.90
23689 Rothmann, Bryan	59.76
23690 John Hancock Pension	220.65
23691 American Funds	613.67
23692 Postmaster	176.00
23695 Unlimited Excavating	4,820.00
23696 Weber Electric	220.00
23697 Cardmember Services	120.10
23698 McLean County Sheriff7,	738.98
23699 Postmaster	151.76
23700 Chad A Dahme	1,334.15
23701 Julie Petersen	343.73
23702 Barbara Price	512.78
23703 Milissa Price	1,388.89
23704 Bryan L Rothmann	1,699.85
23705 Adam L Thomas	884.63
23706 Vetter, Nadina	93.98
23707 Joan R Zimmerman	979.14
awd USA Taxpayment	2,091.30
23708 Thomas, Adam	211.13
23709 AFLAC	903.76
23710 BHG Inc.	73.51
23711 Dwight Hetletved PC	1,650.00
23712 First District Health	18.00
23713 Hawkins Inc	2,869.22
23714 Midwest Business Systems	107.70
23715 NDSC	175.00
23716 Otter Tail Power Co.	4,545.26
23717 Scott's Hardware	26.29
23718 Swanston Equipment	71.41
23719 Toman Engineering	10,500.00
23720 Unlimited Excavating	4,080.00
23721 Waste Management	7,034.71
23722 WRT	779.50
23723 Wagon Wheel Lumber	17.47
23724 Washburn Park Board	2,000.00
129 New Age Heating & Air	8,410.05
130 AE2S	5,778.51

Bauer made a motion to pay the bills, Moran seconded the motion all approved.

Meeting adjourned

Approved _____ President

Attest _____ Auditor