

**Washburn City Commission Meeting
November 8, 2010 6:30 pm**

The Washburn City Commission met on Monday November 8, 2010 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.

Commissioner Hager moved to approve the minutes of the October 11, 2010 regular meeting and October 26, 2010 minutes of the special commissioners meeting. Commissioner Bauer seconded the motion. All Approved.

Kollin Syverson representing Hawkins Water treatment Plant was present to discuss construction of a fence around the Hawkins property, the fence required by Homeland Security. Hawkins requested a variance to build the fence that would encroach the set back to Industrial Drive. Discussion was held on placing the fence that close to the road and the consequences of snow drifting on to the road, the cost of placing a second gate in the fence, the closing of the road, and the public use of the road. Commissioner Hager made a motion to close that portion of Industrial Drive and remove the railroad crossing. Motion died for a second. Laning would like to discuss the closing of the road with the other businesses in the area before moving forward with a decision.

An upstart company requests the use of the Memorial Building Kitchen for their bakery and catering business, Hager stated he did not think the kitchen in the Memorial Building was certified for commercial use by the Health Department. The commissioners agreed they would like to do research on certification, liability, etc. on this subject and table it until the next meeting.

Toman engineering reported Bechtold Paving will be in Washburn this week to repair the gate valves and streets, the valley gutters will need to wait until next year.

Enerbase Agronomy requested a variance to build a fertilizer plant to encroach the height requirement of the Commercial zone in Ordinance #117A. Commissioner Bauer reported the Planning Zoning Commission recommended an approval of the variance as there were no public protests at the Public Hearing and Enerbase Agronomy had received signed affidavits from the adjacent property owners. Bauer made motion to approve the variance for Enerbase Agronomy, Laning seconded the motion all approved.

Price distributed packets she received from the City of Bismarck on how they handle special assessments for the Commission to review and consider as a guide for special assessments in the City of Washburn.

The City Office will be closed November 11, 2010 in observance of Veteran's day. The City Office will also be closed November 26, 2010 the Friday after Thanksgiving.

Discussion was held on the construction of the fence 1116 Main Ave. Bauer made a motion to send a certified letter to the owners and give them 30 days to correct the fence or action will be taken according to Ordinance 117A, Hager seconded the motion Roll Call Vote "AYE" Laning, Bauer, Hager, Moran, Miller, "NAY" none, "ABSENT" none. Motion carried.

The following establishments requested renewals of their alcoholic beverage licenses: Captains Cabin, American Legion, Unistop, and the Lewis and Clark Saloon, Hager made a motion to renew all of the stated alcoholic beverage licenses, Bauer second the motion. Roll Call Vote "AYE" Laning, Bauer, Hager, Moran, Miller, "NAY" none, "ABSENT" none.

Jasper Klein representing AE2S reported the intake construction is completed; the rock has been removed and hauled. At this time the second 2 membrane basin are curing out and GE will return November 22, 2010 to place the membranes. For the Commission's information the General Contractor has hired a new painting company to complete the project. Klein discussed the possibility of using a radio system between the Water Treatment Plant and the water towers. There is an allowance in the contract that was bid and it may be something the Commission wants to discuss AE2S will complete some research the Commission for the next meeting.

Dave Thompson representing Toman Engineering reported the Multi-use trail project will go to bid November 18, 2010.

Hager presented a bill from John Lorentzen for materials that were used during the construction projects in 2009 that have not been paid by Northern Excavating. Hager made a motion to pay John Lorentzen the requested \$350.00 for the materials used, Laning seconded the motion. Roll Call Vote

“AYE” Laning, Bauer, Hager, Moran, Miller, “NAY” none, “ABSENT” none. Also reported was the crack sealing will be done weather permitting.

2011 Commission Meeting Schedule was reviewed and will be decided at the December meeting.

PORTFOLIOS:

Laning: nothing

Bauer: nothing

Hager: Recommended that the City place an ad in Leader News that Washburn has a 48 hours parking on street ordinance to remind residents to move vehicles for snow removal and suggested maybe we will wait until 2012 for the next street project. The Commission should think about the issue of hiring a third employee in the Public Works Department. Bauer will work on a job description and gathering information to be discussed at the next meeting. It has been brought to the attention of the Commission Bryan Rothmann has not been able to use his earned vacation due to construction and work detail he has been responsible for this past year. Laning made a motion to pay Rothmann for the hours he was unable to use due to the work load, Moran seconded the motion. Roll Call Vote “AYE” Laning, Bauer, Hager, Moran, Miller, “NAY” none, “ABSENT” none. Discussion was held on Christmas Holiday and the closing of the City Office. The City Office will be closed December 23, 24, 2010.

Moran: Library would like to increase Nadina Vetter’s hours at the library. Moran made a motion to increase Vetter’s hours by 10 hours a month at the Washburn Library from now until April. Laning seconded the motion, Roll Call Vote “AYE” Laning, Bauer, Hager, Moran, Miller, “NAY” none, “ABSENT” none.

23204 J-S Sanitation	42.00
23205 Washburn High School	100.00
23206 Washburn Auto Body	60.00
23207 Washburn Post Office	44.00
23216 Farmers Security	2,224.31
23208 Chad A Dahme	1,701.19
23209 Julie Petersen	320.31
23210 Barbara Price	350.93
23211 Milissa Price	1,588.95
23212 Bryan L Rothmann	1,539.86
23213 Adam Thomas	906.65
23214 Vetter, Nadina	192.08
23215 Joan R Zimmerman	1,065.93
23217 Alltel	75.05
23218 Hawkins	3,865.99
23219 Northland Financial	110.00
23220 One Call Concepts	16.90
23221 Ferguson Waterworks	41.98
23222 Industrial Lubricant	1,501.60
23223 Missouri River Contr	4,217.77
23224 North Dakota Surplus Property	17.00
23225 Office of the State Auditor	165.00
23226 Sanitary Septic Service	530.00
23227 AFLAC Group	451.88
23228 Blue Cross Blue Shield	4,513.51
23229 Cardmember Services	381.73
23230 Hawkins Inc	630.00
23231 Elmer Miller	45.00
23232 Milissa Price	450.00
23233 Bryan L Rothmann	19.57
23234 Joan R Zimmerman	195.00
23235 Chad A Dahme	1,972.68
23237 Julie Petersen	320.31
23238 Barbara Price	480.22
23239 Milissa Price	1,558.78
23240 Bryan L Rothmann	1,923.33
23241 Adam Thomas	845.81
23242 Vetter, Nadina	29.56
23243 Joan R Zimmerman	1,100.03
23244 American Funds	391.96
23245 John Hancock Life	217.46
23246 McLean County Sheriff	7,488.56
23247 MDU	230.53
23248 Otter Tail Power Co.	1,684.75
23249 Roehrich's Hardware	126.81
23250 Southwest Business	136.20
awd USA Taxpayment	2,445.47
23251 Banyon Data	770.00
23252 Fargo Water	76.03
23253 RDO Equipment	97.50
23254 Krause's Super Valu	7.99

23255 Dwight Hetletved	1,500.00
23256 BHG Inc.	470.68
23257 Brown & Saenger	96.87
23258 First District Health	36.00
23259 NAPA	7.98
23260 Waste Management	6,443.52
23261 WRT	1,178.69
23262 Farmers Union Ins	17,690.00
23263 Sanitary Septic	530.00
23264 ND League of Cities	292.50
23265 Wagon Wheel Lumber	996.56
23266 The Pifer Group, Inc.	150.00
23267 Enerbase Cooperative	2,352.97

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

Meeting was adjourned

The following bills were presented:

Approved _____ **President**

Attest _____ **Auditor**