

**Washburn City Commission Meeting
December 10, 2012 6:30 pm**

The Washburn City Commission met on Monday December 10, 2012 at 6:30 pm in the Washburn City Hall. The following Commissioners were present: Commissioner Bauer, Barnick, Baumann and Moran, Commissioners Absent: Laning

Commissioner Bauer called the meeting to order.

Moran made a motion to approve the minutes of the November 19, 2012 meeting, Barnick seconded the meeting, all approved.

Dennis Kost was present representing The McLean County Heritage Preservation Foundation. He had questions for the Washburn City Commission about the historic McLean County Courthouse. Kost had photographs of a church in Detroit Lakes that had similar issues. Kost asked if the City of Washburn ever attempted to condemn the McLean County Courthouse. Bauer stated no the City did not. Has the City of Washburn ever passed any ordinance to prohibit parking on the streets surrounding the courthouse? Commissioner responded "No, we do not have an ordinance prohibiting parking on the streets, but the City does have an ordinance that all new buildings constructed have a requirement on parking, it states the type of parking lot needed and size of each parking space and the number of spaces needed based on square footage of the newly constructed building."

Randy Jaeger submitted an application for a tax incentive for improvements to a commercial building. Moran made a motion to grant an incentive as follows, the first 2 years have be no tax incentive, 3rd year 20%, 4th year 60%, 5th year 100%. Barnick seconded the motion, Roll Call Vote "AYE" Barnick, Baumann, Moran, Bauer, "NAY" none "ABSENT" Laning, motion carried.

Ray Hager was present to ask that Lot 8 of Hoffman Addition be resurveyed and platted to show the actual footage of the lot. An error was made on the plat map the City of Washburn uses at this time. The Commission tabled the request to gather more information on the issue.

Moran made a motion to approve the Liquor Licenses application submitted by Captain's Cabin and Mac's Place for 2013, Barnick seconded the motion. Roll Call Vote "AYE" Barnick, Baumann, Moran, Bauer, "NAY" none "ABSENT" Laning, motion carried.

Price reported Heritage Height Lots have been sold. The City received the down payment for the lots as the contract was written, with the remaining payment to be made within one year of the contract date.

Bauer would like to define the City Public Works employee's responsibility of turning water off and on private property. Moran made a motion the City is only responsible for water turn on and off at the curb stop. Baumann seconded the motion. Roll Call Vote "AYE" Barnick, Baumann, Moran, Bauer, "NAY" none "ABSENT" Laning, motion carried.

Jeff Carlson of the Lewis and Clark Fort Mandan Foundation sent a letter requesting the use of the Memorial Building on April 26,2013 for the Keep North Dakota Clean Poster Contest winner's luncheon and awards. Carlson also requested to waive of the rental fee for the event. Moran made a motion to approve the rental and to approve the waiver of the rental fee for the Keep North Dakota Clean event, Barnick seconded the motion. Roll Call Vote "AYE" Barnick, Baumann, Moran, Bauer, "NAY" none "ABSENT" Laning, motion carried.

Price requested permission to send a letter to residents with reminders of City regulation for snow removal, utility increases, future project information, etc., The Commission agreed the letter should be sent.

Jasper Klein representing AE2S was present to ask the Commission to approve a Task Order for the 2013 Street Project. Barnick made a motion to approve the Task Order, Bauman seconded the motion. Roll Call Vote "AYE" Barnick, Baumann, Moran, Bauer, "NAY" none "ABSENT" Laning, motion carried.

Baumann made a motion to complete the preliminary engineering report for AE2S, Moran seconded the motion. Roll Call Vote "AYE" Barnick, Baumann, Moran, Bauer, "NAY" none "ABSENT" Laning, motion carried.

PORTFOLIOS:
Barnick: none
Baumann: none
Moran: none

Bauer: none
Laning: absent.

A letter was received and reviewed from the City of Underwood for an application for change in the point of diversion of ground water.

BILLS:

40E	INTERNAL REVENUE SERVICE	\$2,231.81
41E	GLOBAL PAYMENTS	\$52.40
24996	US POSTAL OFFICE	\$158.20
25018	BHG LEADER NEWS, INC	\$810.94
25019	DOCS SHOP	\$200.00
25020	James Bodell	\$150.00
25021	SWANSTON EQUIPMENT CORP	\$459.00
25022	WEST RIVER TELEPHONE	\$807.03
25023	AMERIPRIDE	\$127.63
25024	DIRTY DEEDS EXCAVATING	\$3,350.00
25025	EGGERS ELECTRIC MOTOR CO	\$165.11
25026	ENERBASE COOPERATIVE	\$1,087.98
25027	FIRST DISTRICT HEALTH	\$36.0
25028	K & D SERVICES	\$253.00
25029	KRAUSES SUPERVALU	\$51.11
25030	MCLEAN ELECTRIC	\$93.92
25031	MIDWEST BUSINESS SYSTEMS	\$140.43
25032	NORTHLAND FINANCIAL	\$110.00
25033	WAGON WHEEL LUMBER	\$203.73
25034	WASTE MANAGEMENT	\$4,499.27
25035	Petersen, Julie	\$388.35
25036	Price, Barbara	\$545.66
25037	Price, Milissa	\$1,442.46
25038	Rothmann, Bryan	\$1,847.76
25039	Thomas,, Adam, L.	\$1,146.63
25040	Vetter, Nadina	\$180.93
25041	Zimmerman, Joan Raye	\$1,042.36
25042	Zimmerman, Kim	\$1,192.21
25043	BANYON DATA SYSTEMS	\$495.00
25044	BROWN & SAENGER	\$64.02
25045	CANADIAN PACIFIC RAILWAY	\$100.00
25046	HAWKINS	\$2,371.70
25047	INDUSTRIAL LUBRICANT	\$507.83
25048	MDU	\$708.79
25049	ND RURAL WATER SYSTEMS	\$200.00
25050	ONE CALL CONCEPTS	\$25.00
25051	RDO EQUIPMENT	\$348.47
25052	Petersen, Julie	\$388.35
25053	Price, Barbara	\$420.44
25054	Price, Milissa	\$1,294.24
25055	Rothmann, Bryan	\$1,905.00
25056	Thomas,, Adam, L.	\$1,437.77
25057	Vetter, Nadina	\$165.06
25058	Zimmerman, Joan Raye	\$1,013.87
25059	Zimmerman, Kim	\$1,316.76
25076	AFLAC	\$438.50
25077	AT& T MOBILITY	\$114.72
25078	BHG LEADER NEWS, INC	\$60.00
25079	BLUE CROSS BLUE SHIELD	\$4,123.38
25080	CARDMEMBER SERVICES	\$509.54
25081	Flexible Pipe Tool Company	\$122.87
25082	HAWKINS	\$7,902.89
25083	INTERNAL REVENUE SERVICE	\$2,363.85
25084	K & D SERVICES	\$10.00
25085	LIGNITE ENERGY COUNCIL	\$600.00
25086	MCLEAN CO AUDITOR	\$150.00
25087	NEWMAN TRAFFIC SIGNS	\$533.18
25088	NORTHLAND FINANCIAL	\$110.00
25089	OTTERTAIL POWER	\$4,475.10
25090	SCOTT'S HARDWARE	\$359.10
25091	SOUTHWEST BUSINESS	\$49.00

Moran made a motion to pay the bills, Baumann seconded the motion. Roll Call Vote "AYE" Barnick, Baumann, Moran, Bauer, "NAY" none "ABSENT" Laning, motion carried.

Meeting adjourned

Approved _____ **President**

Attest _____ **Auditor**