

Washburn City Commission Minutes
Monday, November 9th, 2015
6:30 p.m., Washburn City Hall

Commission members in attendance: Jacobson, Baumann, Kroll, Moran and Thomas.

The monthly meeting of the Washburn City Commission was called to order by Commissioner Thomas.

Motion to approve the minutes from the September 14, 2015 City Commission meeting, Moran and seconded by Jacobson. Discussion, none. All in favor, motion carried.

Motion to approve the minutes from the October 12, 2015 City Commission meeting, Moran and seconded by Thomas. Discussion, none. All in favor, motion carried.

Motion to approve the minutes from the October 9, 2015 Special Meeting and Final Budget Hearing, Moran and seconded by Kroll. Discussion, none. All in favor, motion carried.

Motion to approve the October financial statements, Jacobson and seconded by Moran. Discussion: Thomas questioned the late charge on the credit card. Zimmerman explained that the due date, combined with one meeting per month makes it hard to get the bill in on time. Hendrikson added that if we change the due date on the credit card then we do not receive the bill before the meeting and it wouldn't get approved until the following meeting. All in favor, motion carried.

2016 Meeting Schedule. Tabled until December meeting.

Motion to approve an ad in the Washburn High School Annual for \$100.00, Baumann and seconded by Moran. Discussion: Jacobson stated this is not something that public funds should be spent on. Roll Call: Aye, Baumann, Kroll, Moran and Thomas, Nay, Jacobson, motion carried.

Resolution of support for Clean Air Act, tabled until December meeting.

Motion to approve the reading of the resolution designating the City of Washburn as a ND Cares Community in support of active military, veterans, families and survivors, Jacobson and seconded by Kroll. Discussion: None. All in favor, motion carried. Zimmerman read the resolution.

Motion to approve the First Reading of Fire Ordinance No. 147, Thomas and seconded by Moran. Discussion: Baumann suggested to change the fee for a violation to \$100.00 for a first offense, \$150.00 for a second offense and \$250.00 for a third and more. Baumann asked for clarification of section D-1, the size of the container. He would also like to change the wording in the bon fire area and require a member of the Washburn Fire Department be onsite during a burn. Commissioner Baumann will make contact with the Fire Department to ask questions and will report back on any changes required. Roll call: all in favor and motion to approve the first reading of Ordinance 147, carried.

Motion to approve the sale of parcel 81-3001-00040-000, Lot Y 152 Ft X 125 Ft 14-144-82, for the price of \$500.00, to Ballou and Jessica King with the condition that they assume all legal and transfer fees associated with the sale, Thomas and seconded by Moran. Discussion: Jacobson suggests this item be

tabled as it was added to the agenda after lunch on Monday and the public has not had any opportunity for input on the topic, if they had wanted to. Thomas states the item was brought over from last month. Baumann asks how much of the land is useable, King states he is looking at it as a buffer and garden area. Roll call: Aye, Baumann, Kroll, Moran, Thomas, Nay, Jacobson. Motion carried.

Keith Due began a discussion with the Commission regarding the new garbage contract and the increase in commercial garbage rates. He does not agree with the decision to change garbage contractors and furthers it is not fair to commercial accounts and would like local businesses to get more respect from the City of Washburn.

Proposed Pet Ordinance No. 149. A discussion of the document and suggested changes can be found on the Washburn website, www.washburnnd.com. Commissioners Thomas and Baumann are working on the document. Tabled to December meeting.

2016 residential garbage rates. Zimmerman recommended \$16.00 per month to cover residential costs and \$3.00 for a second tote with the addition money going towards roll-off charges. Motion to charge \$15.50 for residential garbage and \$3.00 for a second tote, Jacobson and Moran seconded. Discussion, none. Roll call: Aye, Jacobson, Kroll, Moran, Thomas; Nay, Baumann. Motion carried.

Information to residents on the change in garbage services and residential water rates to be on the water bill, Leader News, Facebook, access channel and normal notices.

Motion to waive the fee for the Washburn Study Club on January 13th, 2016 for a benefit for the McLean County Resource Center, Kroll and seconded by Jacobson. Discussion: none. All in favor, motion carried.

Special Commission Meeting will held on Friday, November 13, at 12:00 p.m. for the purpose of finalizing bonding in the amount of \$695,000 and to approve the resolutions associated with it.

Jasper Klein, AE2S, and discussion on the 2016 Street, Water, and Utility Project.

The 2016 Project area: 6th Street, 5th Avenue (6th St to 7th St), 2nd Avenue, 7th Street (Main to the tracks), 8th Street (Main to 4th Avenue), 9th Street (Main to 5th Avenue) 10th, coulee area on Main from 10th to 11th Street. Discussion on following topics: limited access to residents and emergency personnel with the proposed work on Main Avenue through coulee, Jacobson concerned about the same residents being hit again so soon after the last projects and suggests doing the area of Pleasant Acres and Sundown Park 4th Addition. Motion to approve the 2016 Street and Utility Project but taking out the coulee section on Main Avenue, Thomas. Motion died for lack of a second, called three times.

Motion to approve the 2016 Project as described with the option to take out the coulee section on Main Avenue if needed, Kroll and seconded by Thomas. Discussion: Jacobson voices his concern about planning for a section that has uncertainties. Discussion: none. Roll call: Aye, Baumann, Kroll, Moran, Thomas, Nay, Jacobson.

Update on the 2014-2015 Street Project: the punch list is done and the Sealcoat problem will addressed in the spring.

Portfolios:

Jacobson: Employee evaluations have been completed by Commissioner Jacobson and Kroll. A home located at 1431 1st Avenue needs to be addressed in order prevent vagrants and rodents from further inhabiting the building. The house was burned a number of years ago with no improvements made. Zimmerman was asked to send a letter to the property owners.

Baumann: Nothing to report

Kroll: Nothing to report

Moran: Nothing to report

Thomas: Questioned if the house on Main Avenue has been addressed by the State Health Department.

Zimmerman notified that she had contacted the State numerous times but has not received a reply.

Zimmerman: Provided the Commission with the 2015 Holiday Scheduled days the City offices are to be closed and include: Veterans Day, November 26th and 27th, December 24th, 25th and January 1st, 2017.

Employee holiday gifts, Thomas tables to December.

Bills:

000259E	HOFFER ARBORIST SERVICE	\$6,000.00
000261E	ND STATE TAX COMMISSION	\$766.61
000262E	INTERNAL REVENUE SERVICE	\$2,755.86
000263E	GLOBAL PAYMENTS	\$73.42
00264E	REVTRAK	\$164.02
000265E	BLUE CROSS BLUE SHIELD	\$7,329.57
000266E	INTERNAL REVENUE SERVICE	\$2,705.43
27413	Patterson, Elizabeth A.	\$95.35
27417	Vetter, Nadina	\$242.60
27418	US POSTAL OFFICE	\$170.80
27419	MIDCONTINENT COMMUNICATIONS	\$80.25
27420	VERIZON WIRELESS	\$85.76
27421	VOID	\$0.00
27422	Hendrikson, Sharon	\$933.95
27423	STARION BOND SERVICE	\$84,564.75
27424	Ogden, Mark	\$437.24
27426	Rothmann, Bryan	\$1,942.17
27427	Thomas, Adam L.	\$1,432.28
27428	Vetter, Nadina	\$132.98
27429	Zimmerman, Joan Raye	\$1,666.10
27430	Zimmerman, Kim	\$1,479.70
27431	AMERIPRIDE	\$150.02
27432	BANYON DATA SYSTEMS	\$3,196.00
27433	BHG LEADER NEWS, INC	\$769.20
27434	BISMARCK TRIBUNE	\$262.28
27435	BITUMINOUS PAVING, INC.	\$9,548.00
27436	CARDMEMBER SERVICES	\$439.58
27437	DACOTAH PAPER CO	\$298.66
27438	FARGO WATERWORKS	\$64.68
27439	DOCS SHOP	\$387.87
27440	EDLING ELECTRIC, INC	\$1,332.34
27441	ENERBASE COOPERATIVE RESOURCES	\$523.41
27442	FARMERS UNION INSURANCE	\$17,834.00
27443	FERGUSON WATERWORKS FISHBECK TECHNOLOGY	\$650.45
27444	CONSULTING	\$24.00

27445	HAWKINS	\$5,239.17
27446	HELPER GUY	\$1,676.21
27447	HENDRIKSON, SHARON	\$625.87
27448	J-S SANITATION	\$60.00
27449	KRAUSES SUPERVALU	\$10.59
27450	Matthew Bender	\$255.71
27451	MCLEAN ELECTRIC	\$66.50
27452	MVTL LAB	\$25.00
27453	ND DEPT OF HEALTH LAB SERVICES	\$32.00
27454	NEWMAN TRAFFIC SIGNS	\$333.96
27455	RDO EQUIPMENT	\$37.25
27456	SCOTTS HARDWARE	\$137.56
27457	WAGON WHEEL LUMBER	\$271.70
27458	WASTE MANAGEMENT	\$9,072.74
27459	WEST RIVER TELEPHONE	\$639.32
27461	Hendrikson, Sharon	\$975.13
27462	Ogden, Mark	\$505.48
27463	Patterson, Elizabeth A.	\$412.40
27464	Rothmann, Bryan	\$1,798.07
27465	Thomas, Adam L.	\$1,514.90
27466	Vetter, Nadina	\$204.40
27467	Zimmerman, Joan	\$1,534.58
27468	Zimmerman, Kim	\$1,416.80
27469	US POSTAL OFFICE	\$169.20
27470	ASC CONSTRUCTION	\$459.00
27471	MCLEAN COUNTY SHERIFFS DEPT	\$10,951.00
27472	MDU	\$248.11
27473	ND ASSOC OF OIL & GAS PRODUCI	\$195.03
27474	ONE CALL CONCEPTS	\$24.20
27475	OTTERTAIL POWER	\$4,569.83
27476	WASHBURN AIRPORT AUTHORITY	\$3,900.00
27477	WASHBURN FIRE DEPARTMENT	\$5,350.00
27478	WASHBURN PARK BOARD	\$5,000.00

Motion to approve the bills for October 2015, Jacobson and seconded by Moran. Discussion none, all in favor, motion carried.

Meeting adjourned.

Joan Zimmerman, Auditor
City of Washburn

