

Washburn City Commission
Official Meeting Minutes
Monday, March 11, 2024
6:00 p.m., City Hall

Members Present: Larry Thomas, Don Simon, Keith Hapip Jr, Jamie Weber, Timothy Dockter
Absent: None

President Thomas called the regular commission meeting to order at 6:00 P.M.

Pledge of Allegiance was recited.

Dockter motioned to approve the agenda. Hapip Jr seconded. Upon roll call, all members present voted aye. Motion carried.

Simon motioned to approve February 12th, commission meeting minutes. Dockter seconded. Upon roll call, all members present voted aye. Motion carried.

Brandt mentioned that a transfer needs to be done to fix the general fund to accommodate the negative balance in the building renovations fund. Dockter motioned to approve the February financials. Simon seconded. Upon roll call, all members present voted aye. Motion carried.

Sean, Anna, and Karson were present to provide an update on the Discovery Wind Project. Their site control has finished, and it will be about three and a half miles East of Washburn. They still have two other steps to go through before construction begins. Construction is projected to begin in Summer of 2025 with approximately 94 turbines going up. This project is anticipated to bring in 1.8 million in tax revenue.

Dockter motioned to appoint Kim Ankenbauer to the planning and zoning committee. Weber seconded. Upon roll call, all members present voted aye. Motion carried.

Commission took a break at 6:31 p.m. for five minutes.

Thomas motioned to offer Richard Perkerewicz \$30,000 for the lot behind City Hall. Dockter seconded. Upon roll call, all members present voted aye. Motion carried.

Simon motioned to approve the purchase of a new SonicWall from NRG for \$2650.70. Dockter seconded. Discussion on recurring fees. Upon roll call, all members present voted aye. Motion carried.

Dockter motioned to approve the quote from Electric Systems for \$790.00. Simon seconded. Upon roll call, all members present voted aye. Motion carried.

Thomas motioned to approve the quote from Northern Plains Plumbing, Heating, & Air for \$3,085 for work done at City Hall and the Water Treatment Plant. Simon seconded. Simon seconded. Question on replacing the water heater at City Hall. Upon roll call, all members present voted aye. Motion carried.

Simon motioned to approve the quote from Core & Main for \$22,963.75 to purchase ten new actuators for the water treatment plant. Dockter seconded. Upon roll call, all members present voted aye. Motion carried.

Brandt and Thomas discussed the quote received to upgrade the microphones in the commission room. Discussion was had about options. Will look at asking for a couple other quotes from other businesses.

Richard Perkerewicz arrived at the meeting. Readdressed the land purchase discussion. He would like to see more than \$30,000 as he removed all the trees, leveled the dirt, etc to that piece of property. Docker rescinded his original motion granting Thomas permission to offer Perkerewicz \$30,000 for the land. Hapip Jr seconded. Upon roll call, all members present voted aye. Motion carried. Docker motioned to approve Thomas to negotiate on the land purchase with Perkerewicz and bring it back to the commission. Simon seconded. Upon roll call, all members present voted aye. Motion carried.

Every four years the question of publishing meeting minutes must go on the ballot. Discussion was had on educating the public about the cost of publishing meeting minutes. Meetings minutes are currently published in the paper and posted on the website. If the vote of the people turned down publishing meeting minutes, the meeting minutes would be posted on the website and look at alternative options as well.

Dockter thanked the Legion for all the work they have done. They have other projects they are going to look at funding so they are stepping away from Memorial Building Renovations. Entry way finishing to do. The stage needs some finishing but look at finishing it off without painting it. Maintenance & Repair will fall on the city moving forward.

Brandt read the first reading of Ordinance #159 – An Ordinance granting the district judge to hear violations of Municipal Ordnances. Dockter motioned to approve the first reading. Hapip Jr seconded. Upon roll call, all members present voted aye. Motion carried.

Dockter motioned to reimburse up to \$25 for cell phones usage to office staff. Hapip Jr seconded. Upon roll call, all members present voted aye. Motion carried.

Discussion had on the proposal of summer hours.

Thomas motioned to accept the resignation of Matt Richard. Dockter seconded. Upon roll call, all members present voted aye. Motion carried.

Dockter motioned to open the position. Hapip Jr seconded. Upon roll call, all members present voted aye. Motion carried.

Dockter motioned to hire two temporary employees to help with tarring at \$20/hour. Simon seconded. Upon roll call, all members present voted aye. Motion carried.

A contractor came up to look at dredging at the lagoon. Dockter motioned to hire Amos Wollman for no more than \$19,200. Simon seconded. Upon roll call, all members present voted aye. Motion carried.

AE2S Update:

PRV Replacement Project – Distribution models are taking place to look at the flow between the high-pressure zones to the low-pressure zones. A cost estimate was presented to replace two PRVs. Will have more information for April.

Boat Ramp Road Slide Area

Terracon would like to a complete study and report. They would bore 3 holes, install instruments, gather data, lab testing, and do a report. It would take 13 months and cost roughly \$72,000. Will look to see if we can get a grant for this.

Portfolios:

Dockter – looking at grinder replacement parts for lagoon. Also looking at aerator options.

Weber – Maintenance of the floor at the Memorial Building and what is the best way for upkeep?

Hapip Jr. – Library report submitted. Many activities coming in the future. There are a couple minor repairs that need to be completed yet.

Simon – nothing

L. Thomas – would like to see a better crosswalk located at the school. The city crew will talk to Ivan.

Employee Personal:

Brandt – City will provide coffee and lemonade for the Taste of Washburn again. The office will be closed March 19th-20th for the Spring Conference. Spring cleanup is scheduled for May 20th-24th with curbside the 25th. Planning and zoning is still looking for one more person to serve on the board. Election year is here. Positions that will be on the ballot for City Commission are President and two city commissioners. The park board has two 4 years terms and two 2-year terms to be elected. Load restrictions are in place. Lead and copper line survey is due March 22nd. Please fill this out otherwise it will be marked as unknown.

A Thomas – sweeping is being done. There was a sewer service line repair done. Tarring will hopefully be done this week and still looking at sewer jettors.

Hapip Jr motioned to pay the bills.

General Fund:

-99681	E	363 WEST RIVER TELEPHONE	809.15
-99680	E	437 J.P. MORGAN	5035.01
-99679	E	65 CIRCLE SANITATION	8193.15
-99678	E	20 BANK OF NORTH DAKOTA	39550.00
-99677	E	250 OTTERTAIL POWER	5936.75
-99676	E	421 MUTUAL OF OMAHA	36.00
32500	SC	6 AE2S	5581.00
32501	SC	11 ARAMARK	1089.87

32502	SC	16 AT& T MOBILITY	34.35
32503	SC	370 COLLIERS SECURITIES LLC	600.00
32504	SC	102 DIRTY DEEDS EXCAVATING	12773.79
32505	SC	157 HAWKINS	265.95
32506	SC	182 KRAUSES SUPERVALU	3.50
32507	SC	436 MARCO	243.71
32508	SC	204 MCLEAN COUNTY IMPLEMENT LLC	74.67
32509	SC	205 MCLEAN COUNTY SHERIFF DEPT	15371.34
32510	SC	404 MIDWEST DOORS	376.60
32511	SC	217 ND DEPT OF HEALTH- MICROBIOLOGY	100.00
32512	SC	223 ND LEAGUE OF CITIES	80.00
32513	SC	235 ND WORKFORCE SAFETY	2472.40
32514	SC	29 NORDAK NORTH PUBLICATIONS	394.60
32515	SC	244 NRG TECHNOLOGY SERVICES	1346.00
32516	SC	248 ONE CALL CONCEPTS	3.35
32517	SC	280 SANITATION PRODUCT	2425.09
32518	SC	282 SCOTTS HARDWARE	10.07
32519	SC	381 VALLI INFORMATION SYSTEMS, INC	200.72
32520	SC	348 WASHBURN PARK BOARD	1795.53
32524	MC	323 US POSTAL OFFICE	204.22
32525	SC	6 AE2S	5976.50
32526	SC	78 CORE & MAIN LP	3179.40
32527	SC	102 DIRTY DEEDS EXCAVATING	1735.27
32528	SC	157 HAWKINS	5986.58
32529	SC	447 HOLIDAY OUTDOOR DECOR	4799.00
32530	SC	436 MARCO	153.53
32531	SC	403 MATTHEW RICHARD	145.89
32532	SC	204 MCLEAN COUNTY IMPLEMENT LLC	220.88
32533	SC	205 MCLEAN COUNTY SHERIFF DEPT	15371.34
32534	SC	201 MCLEAN COUNTY TREASURER	5810.00
32535	SC	213 MVTL	28.75
32536	SC	216 ND DEPT OF ENVIRONMENTAL QUALITY	458.13
32537	SC	217 ND DEPT OF HEALTH- MICROBIOLOGY	50.00
32538	SC	29 NORDAK NORTH PUBLICATIONS	708.20
32539	SC	244 NRG TECHNOLOGY SERVICES	677.40
32540	SC	248 ONE CALL CONCEPTS	2.60
32541	SC	372 SPECIALTY LOCK & SAFE SERVICE, LL	651.50
32542	SC	381 VALLI INFORMATION SYSTEMS, INC	112.04
32543	SC	345 WASHBURN FIRE DEPARTMENT	6150.00
32544	SC	348 WASHBURN PARK BOARD	2713.93
32545	SC	410 ZACH BREDLOW	150.00
32546	SC	306 THOMAS, ADAM	617.73
89319 - 89315	P	Payroll	14691.16
-89314	P	FIT EFTPS	3678.61
-89313	P	DENTAL BCBS	5176.48
89312 - 89316	P	Payroll	10880.22
-89307	P	FIT EFTPS	3606.43
32521	P	AFLAC ACCIDENT AFLAC	282.48
32522	P	RETIREMENT AMERICAN FUNDS	1726.34

32523

P

AD&D

UNUM

48.68

Sales & Use Tax:

1602 WAIA

2345.80

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

Next regular commission meeting is April 8th, 2024, following the Board of Equalization meeting beginning at 6 p.m.

Thomas adjourned the meeting at 8:01 p.m.

Chelsey Brandt, Auditor

City of Washburn

Larry Thomas, President

City of Washburn