

Washburn City Commission
Official Meeting Minutes
Monday, April 8, 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 6:03 P.M.

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

Brandt mentioned there was a correction to the March meeting minutes. Dockter motioned to approve March 11th meeting minutes with corrections. Hapip Jr seconded. Upon roll call, all members present voted aye. Motion carried.

Dockter motioned to approve March 26th special meeting minutes. Simon seconded. Upon roll call, all members present voted aye. Motion carried.

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

Stacy Tschider, CEO of Rainbow Energy was present to speak with the commissioners about who Rainbow Energy is, what they are currently doing at the plant to monetize the transmission line, and how they plan for carbon capture.

Thomas motioned to appoint Christy Mautz to the planning & zoning committee. Dockter seconded. Upon roll call, all members present voted aye. Motion carried.

The Planning & Zoning Committee recommends approval of a variance to Nathan Redford. Thomas motioned to approve this variance. Hapip seconded. Upon roll call, all members present voted aye. Motion carried.

Dockter motioned to waive the 2nd reading of Ordinance #159 and accept as written. Simon seconded. Upon roll call, all members present voted aye. Motion carried.

Brandt presented two quotes, one for water base and one for oil base to resurface the floor at the Memorial Building. Dockter motioned to approve the water base for \$4,071.00. Hapip seconded. Upon roll call, all members present voted aye. Motion carried.

Thomas motioned to approve a land purchase from Richard Perkerewicz for \$31,000. Simon seconded. Upon roll call, all members present voted aye. Motion carried.

Summer hours were proposed Monday-Thursday 7AM-4:30PM and from 8AM to 12PM on Friday. Discussion had on the benefits of trying this. Dockter motioned to approve these summer hours on a trial basis for the summer of 2024 from Memorial Day to Labor Day. Hapip Jr seconded. Dockter-aye, Weber-aye, Hapip Jr-aye, Simon-aye, Thomas-no. Motion passed.

There were a couple of policy changes made. Dockter motioned to approve the changes except summer hours as that's on a trial basis. Hapip Jr seconded. Upon roll call, all members present voted aye. Motion carried.

Currently, there are about 12-13 businesses that have an inch and a half meter. These omni heads cost roughly \$400 and need to be replaced every 10 years. Everyone is being charged the same meter maint fee regardless of size so increasing the meter maint fee for those commercial businesses to \$3 would be beneficial down the road. Dockter motioned to make this adjustment. Simon seconded. Discussion had. Dockter amended his motion to assess the fee to all commercial meters with the inch and a half meter starting June 1st. Simon amended his second. Resecond the motion. Upon roll call, all members present voted aye. Motion carried.

KLM Engineering presented a quote for water tower repairs and adding in a mixer to the North Tower and the Cenex Tower. This mixer will help prevent icing and causing damage within the tower. Dockter motioned to approve this quote for \$85,862 for repairs and mixers. Simon seconded. Upon roll call, all members present voted aye. Motion carried.

Our current channel grinder is obsolete. We received a quote from Minnesota Pump Works that will fit into our existing slot for the grinder. Thomas motioned to approve this quote for \$36,277.13. Simon seconded. Discussion had. Upon roll call, all members present voted aye. Motion carried.

Multiple quotes received on a new sewer jetter. The one we currently have is from the 70s and hasn't worked properly in the last 10 years. Discussion had on the different types. Simon motioned to purchase a new sewer jetter for \$191,698 from Flexible Pipe Tools & Equipment. Dockter seconded. Upon roll call, all members present voted aye. Motion carried.

Thomas motioned to allow HR to interview and hire who they choose for summer help and wage. Simon seconded. Upon roll call, all members present voted aye. Motion carried.

AE2S Update:

PRV Replacement Project – updating model with information that was provided from the city that was missed on the first model. Will look at some funding from the state for this project as well.

Lagoon Dredging Project – the contractor will be on site end of May/Beginning of June.

Boat Ramp Road Slide Area – Funding is unlikely due to the benefit cost analysis. The cost analysis is important so we know where the issue starts. Will look at other companies for a quote to compare with Terracon.

Street & Drainage Improvements – flex grant was submitted. Some towns have heard back so not a positive sign for the city.

Lead & Copper Revision Rule - 28% was received. Starting October 1st, the 10-year clock begins to have all lead pipes replaced. There was a suggestion of going door to door for the unknown to determine what their piping is.

2023 Street Improvement Project – seeding will be finished in May.

Portfolios:

Dockter – Garrison Diversion meeting is set for April 24th. Wanted to clarify some wrong information that was given out at the Park Board Meeting. Neither the city nor the Park Board pays taxes but both pay specials. Neither the city nor the park board can put up land as collateral.

Weber – nothing

Hapip Jr. – Goal of June to have a new commissioner packet available. Received some calls about issues with tarring. Would like to set up a streets meeting to discuss the future of tarring options.

Simon – pot holes becoming an issue around town.

L. Thomas – nothing

Employee Personal:

Brandt – Clarified that costs given to the commissioners last month for publishing meeting minutes was for two years, not one. The cost for publishing minutes in 2023 was \$2,284.52.

Clean up week is scheduled for May 20-24 and curbside May 25. Working on updating our spreadsheet for special assessments with current owners and making changes that was requested by the committee. Hoping to have the public hearing as soon as the seeding is finished.

A Thomas – They used half their patch material and will use the rest. Unimog had some damage during snow removal so will get that fixed.

Simon motioned to pay the bills.

General Fund:

-99673	363 WEST RIVER TELEPHONE	793.06	3/24
-99672	437 J.P. MORGAN	2559.17	3/24
-99671	65 CIRCLE SANITATION	8226.25	3/24
-99670	250 OTTERTAIL POWER	6361.33	3/24
-99668	207 MDU	1365.63	4/24
-99667	208 MEC	175.50	4/24
-99662	148 GLOBAL PAYMENTS	406.69	4/24
	Payroll	12876.54	3/24
-89298	FIT EFTPS	4616.37	3/24
-89297	DENTAL BCBS	5176.48	3/24
-89296	AFLAC DAYCARE CHELSEY BRANDT	769.24	3/24
-89295	AFLAC-FLEX CHELSEY BRANDT	230.76	3/24
	Payroll	10345.73	4/24
-89288	FIT EFTPS	3464.80	4/24
-89287	56 Matthew Richard	1521.20	4/24
-89286	FIT EFTPS	414.60	4/24
32546	306 THOMAS, ADAM	617.73	3/24
32547	11 Lauren L Hunze	933.06	3/24
32548	AD&D UNUM	48.68	3/24
32549	AFLAC ACCIDENT AFLAC	282.48	3/24
32550	RETIREMENT AMERICAN FUNDS	1726.34	3/24
32551	323 US POSTAL OFFICE	262.35	3/24
32552	6 AE2S	1194.25	4/24
32553	11 ARAMARK	403.31	4/24
32554	16 AT& T MOBILITY	16.77	4/24

32555	64 CHELSEY BRANDT	111.89	4/24
32556	400 ERICA MEADOWS	87.37	4/24
32557	157 HAWKINS	3646.98	4/24
32558	171 INTERSTATE POWER SYSTEMS	2026.52	4/24
32559	450 M & T FIRE & SAFETY INC	214.70	4/24
32560	436 MARCO	153.53	4/24
32561	205 MCLEAN COUNTY SHERIFF DEPT	15371.34	4/24
32562	213 MVTL	57.50	4/24
32563	217 ND DEPT OF HEALTH- MICROBIOLOGY	50.00	4/24
32564	219 ND DEPT OF TRANSPORTATION	850.50	4/24
32565	223 ND LEAGUE OF CITIES	400.00	4/24
32566	29 NORDAK NORTH PUBLICATIONS	622.56	4/24
32567	244 NRG TECHNOLGY SERVICES	2766.26	4/24
32568	246 ODAY EQUIPMENT	432.00	4/24
32569	248 ONE CALL CONCEPTS	4.65	4/24
32570	280 SANITATION PRODUCT	725.56	4/24
32571	282 SCOTTS HARDWARE	2.63	4/24
32572	295 STARION BOND SERVICES	558887.50	4/24
32573	308 TITAN MACHINERY	340.00	4/24
32574	381 VALLI INFORMATION SYSTEMS, INC	100.34	4/24
32575	337 WAGON WHEEL LUMBER	40.36	4/24
32576	348 WASHBURN PARK BOARD	1876.75	4/24

Sales & Use Tax:

1603	338 WAIA	1492.50
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Dockter seconded. Upon roll call, all members present voted aye. Motion carried.

Next regular commission meeting is May 13th at 6 p.m.

Thomas adjourned the meeting at 8:02 p.m.

Chelsey Brandt, Auditor
City of Washburn

Larry Thomas, President
City of Washburn