

Washburn City Commission
Meeting Minutes
Monday, July 23 2018
6:30 p.m., City Hall

Members Present: Thomas, Kroll, Herdt, Syverson
Absent: Baumann

President Larry Thomas called the Washburn City Board of Commissioners meeting to order at 6:30 p.m.

A motion was made by Kroll and seconded by Syverson to approve the July 9, 2018 regular commission meeting minutes as presented. Upon roll call, all members present voted aye. Motion carried.

Commissioner Herdt updated the board on the condition of the roof of the old courthouse. He wanted to table any action on this as he does not think this will fix the problem. WAEDA Director Tana Larsen has become aware of a Brownsfield Program through the EPA that may be an option for this building. He asked to table this until next meeting, and allow her to pursue this possibility.

Commissioner Thomas stated the garbage collection contract will expire in December of this year. He stated we have been satisfied with our present service and would like to renew this contract. Herdt motioned to renew the contract with Circle Sanitation. Syverson seconded the motion. Upon roll call, all members present voted aye. Motion carried. Thomas motioned to go with a 5 year contract with Circle Sanitation. Syverson seconded the motion. Upon roll call, all members present voted aye. Motion carried.

Thomas motioned to create an interview committee with the following members: Commissioners Kroll and Syverson and City Auditor Price. They will review and interview the applicants for the receptionist position and bring a recommendation to the next commission meeting. Syverson seconded the motion. Upon roll call, all members present voted aye. Motion carried.

Commissioner Thomas informed the board of commissioners that the hard drive on computer that was operating the Midco Community Access Channel has died. Syverson motioned to purchase a new computer not to exceed \$500.00. Commissioner Herdt seconded. Upon roll call, all members present voted aye. Motion carried.

Terry Dworshak and Darrell Hight representing the American Legion asked if they can create a committee to research the installation of kitchen facilities upstairs in the Memorial Hall Building. This committee would design, seek estimates and explore a possible payment plan for this project. Thomas stated he did not believe they needed a motion to create this committee and would volunteer to be a part of this committee. Dworshak stated the goal is to make the Memorial Hall useable and more appealing to having events.

Dworkshak asked to also have the current ban on kegs in the Memorial Hall be removed. They would like to be allowed to have them in the small room adjacent to their facility. They would be responsible for any clean up due to their use. Thomas motioned to amend the Memorial Hall rules and regulations to allow the American Legion to supply kegs. Commissioner Syverson seconded. Upon roll call, all members present voted aye. Motion carried.

The American Legion would also like permission to modify the door to the room in the southwest corner. This would allow them to move the chairs and racks to this area. The American Legion would cover the cost of this modification. Syverson motioned to allow the American Legion to make this modification to the door and frame. Herdt seconded. Upon roll call, all members present voted aye. Motion carried.

Dworkshak informed the board they are working on the speaker installation at the Memorial Hall and asked that the city fund the remaining balance of approximately \$9,000. With the American Legion reimbursing the city back this remaining balance on a quarterly basis. These payments would be \$2,500 quarterly. Thomas motioned to pay the installation fees for the sound system with the American Legion reimbursing the city \$2,500.00 per quarter. Syverson seconded. Upon roll call, all members present voted aye. Motion carried.

Eric Lothspeich with AE2S gave the board updated 2019 budget numbers for the Intake Improvement Project, General Engineering Services, Water Plant Engineering and 2019 street design if we would do any street projects. The Intake Improvement Project would be partially funded by the State Water Commission 65/35 cost share grant, (\$2,300,000) which is secured. Along with the potential of the FEMA Pre-Disaster Mitigation Grant covering to cover the remaining balance. There is now \$250 million in funding available this year, and we will reapply once the application period is open. The city would be

required to fund this project with reimbursement after the fact from both of these entities, and is why he has asked for the full amount to be added to the 2019 Budget.

The Bathymetric Survey Update is scheduled to be done this fall once the river levels drop. He is thinking September/October time frame. This will be used for the Intake Improvement Project. Eric stated David Lindell is still working on the water treatment plant ceiling paint issue. AE2S will keep in contact with him to see what he wants to do on resolving this problem.

Herdt asked Eric about a water problem on 6th street in front of Goetz Funeral Home. The valley gutter is designed to follow the standard curb and gutter line along the west side of 6th Street. Eric will look at this area and follow up with Jasper Klein on this issue.

The commissioners went through their portfolios:

Syverson thinks they have resolved the odor issue from the fish cleaning station. He will follow up on the cleaning schedule. Herdt nothing, Kroll asked Eric if AE2S has followed up on the ADA compliance for the fishing dock. Eric will look at this as well.

Commissioner Kroll motioned to pay the bills.

022238E	INTERNAL REVENUE SERVICE	7/17/2018	\$2,455.05
022239E	MDU	7/22/2018	\$211.31
022240E	MCLEAN ELECTRIC	7/22/2018	\$173.50
029416	Fuchs, Nancy L	7/16/2018	\$142.22
029417	Germundson, Julie L	7/16/2018	\$430.36
029418	Hillerud, Nancy J	7/16/2018	\$71.11
029419	Johnson, Brady J.	7/16/2018	\$668.41
029420	Levey, Linda Judy	7/16/2018	\$147.76
029421	Patterson, Elizabeth A	7/16/2018	\$224.41
029422	Price, Ranie M.	7/16/2018	\$2,177.26
029423	Rothmann, Bryan L	7/16/2018	\$2,085.34
029424	Schreiner, Trevor	7/16/2018	\$419.86
029425	Thomas, Adam L	7/16/2018	\$1,800.87
029426	AFLAC	7/23/2018	\$145.84
029427	AMERICAN FUNDS	7/23/2018	\$257.24
029428	ASCENDUM MACHINERY INC.	7/23/2018	\$459.00
029429	DIRTY DEEDS EXCAVATING	7/23/2018	\$1,019.08
029430	ENERBASE COOPERATIVE	7/23/2018	\$1,265.00
029431	HAWKINS	7/23/2018	\$7,165.12
029432	JOHN HANCOCK ANNUITIES	7/23/2018	\$307.63
029433	JOHN HILLERUD	7/23/2018	\$197.63
029434	MATHEW BENDER & CO.	7/23/2018	\$120.10
029435	LIBERTY BUSINESS SYSTEMS	7/23/2018	\$104.31
029436	ND DEPT OF INSURANCE	7/23/2018	\$4,447.41
029437	ND HEALTH DEPT CHEMISTRY	7/23/2018	\$129.47
029438	ONE CALL CONCEPTS	7/23/2018	\$197.45
029439	SALHUS SEPTIC PUMPING	7/23/2018	\$160.00
029440	SCOTTS HARDWARE	7/23/2018	\$193.50

Syverson seconded the motion. Upon roll call, all members present voted aye. Motion carried.

The board then reviewed the preliminary budget. Changes will be made as discussed and presented again at the next commission meeting.

The meeting was adjourned at 8:30 p.m.

Ranie Price, Auditor
City of Washburn

Larry Thomas, President
City of Washburn