

Washburn City Commission
Minutes
Tuesday; June 26, 2018
6:30 p.m., City Hall

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

President Thomas Called the meeting to order.

Oaths of office were read by newly elected Commissioners' Syverson and Herdt.

Motions to appointment:

Auditor- Ranie Price; Motioned by Thomas, Seconded by Kroll.

Attorney- Lindell Law Office; Motioned by Thomas, Seconded by Syverson.

Assessor- Ryan Oberg; Motioned by Kroll, Seconded by Herdt.

City Engineer- AE2S; Motioned by Syverson, Seconded by Baumann.

Fire Chief- Clayton Verke; Motioned by Kroll, Seconded by Syverson.

Municipal Judge- Lauren Hunze; Motioned by Kroll, Seconded by Herdt.

Upon roll call vote for each individual appointment, all members voted aye. Motions carried.

Auditor Price read the Oath of Office.

Commissioner Portfolio Assignments:

Thomas: Streets, Planning and Zoning, Sales and Use Tax, Human Resources.

Baumann: Police and Fire, Forestry.

Kroll: Financial, Human Resources, County Planning and Zoning.

Herdt: Buildings and Grounds, Library, Renaissance Zone

Syverson: Water and Sewer, Airport

Motion by Thomas to approve portfolio assignments, seconded by Baumann. Upon roll call vote, all members voted aye. Motion carried.

Motion by Kroll to approve the June 11, 2018 minutes, seconded by Syverson. Upon roll call vote, all members voted aye. Motion carried.

Motion by Thomas to approve the variance request by Randall Hanson as recommended at the Planning and Zoning meeting, seconded by Baumann. Upon roll call vote, all members voted aye. Motion carried.

Discussion was held on providing handicap access for the fishing dock. Several ideas were discussed. Thomas will contact Game and Fish to see if they have any suggestions.

After input from Auditor Price, Thomas motioned to advertise for a part time receptionist position, seconded by Herdt. Upon roll call vote, all members voted aye. Motion carried.

With input from the Commission, Thomas motioned to approve the position of approximately 20 hours per week plus fill in as needed, salary of 16 dollars per hour and up depending on experience, this is a non-benefited position, and a closing date for applications is July 20, 2018, seconded by Syverson. Upon roll call vote, all members voted aye. Motion carried.

The 2019 police contract with McLean County Sheriff's Department was tabled until next meeting to give Commissioner Baumann a chance to visit with the Sheriff's Department.

Dave Peyer asked for permission to install new water lines in his Washburn Trailer Court. Thomas stated that there are unanswered questions and since he is wanting to this on the City boulevard and it is a City utility, Peyer needs to provide plans and receive City approval before any digging is done. After much discussion, it was decided that 2 commissioners along with the City Engineer will visit this area Wednesday morning to look over the site to evaluate the situation.

Bob Aaseth asked why his 11 dogs are not grandfathered in with the City ordinance. He stated that he is disabled and all his dogs are registered service dogs. Aaseth stated he is trying to sell his house and would like to have permission to keep all the dogs until such a time as the house sells. Thomas asked why Aaseth was not at the April 10, 2018 City Commission Meeting as he was aware that the board tabled this discussion with him from the meeting before. Thomas also explained that when ordinances are enacted, they are read at public meetings, published in the paper, and that is the time to address any issues you have with it before final passage. Not 2 years down the road. Aaseth was asked to provide his Service Dog Registrations to the City Office by next week. The Commission stated that this will be on the agenda for the next meeting.

George Buchholz asked if a firm selling home security systems door to door has gotten an Itinerant License from the City. They have not and we will have to notify authorities of this.

Baumann asked if the dog limit applied to foster dogs. The ordinance states in your possession, not owned.

Thomas thanked Reese Boehm and Keith Jacobson for their service on the Commission. Thomas also thanked Judy Levey and Nancy Hillerud for their work in the City Office.

Thomas welcomed the 2 new City Commissioners to the Board.

Baumann asked if we need to fill another full time Public Works position. Since there are no major projects happening in the City this year, it was decided to see how this year goes and evaluate from there.

Baumann motioned to pay bills, seconded by Syverson. All members voted aye. Motion carried.

Check #	Vendor	Date	Amount	Comments
022214E	INTERNAL REVENUE SERVICE	6/6/2018	\$1,650.84	Payroll tax
022221E	INTERNAL REVENUE SERVICE	6/19/2018	\$3,018.68	Payroll tax
022222E	BLUE CROSS BLUE SHIELD	6/25/2018	\$2,396.10	July Billing
022223E	CIRCLE SANITATION	6/25/2018	\$7,551.00	Monthly Fee
022224E	MDU	6/25/2018	\$288.15	5/8/18 - 6/6/18
022225E	MIDCO	6/11/2018	\$75.00	05/20-06/19
029322	US POSTAL OFFICE	6/1/2018	\$161.55	Postage monthly water bills
029323	Fuchs, Nancy L	6/4/2018	\$101.58	
029324	Germundson, Julie L	6/4/2018	\$571.12	
029325	Hillerud, Nancy J	6/4/2018	\$341.69	
029326	Johnson, Brady J.	6/4/2018	\$885.63	
029327	Levey, Linda Judy	6/4/2018	\$598.42	
029328	Patterson, Elizabeth A	6/4/2018	\$224.41	
029329	Price, Ranie M.	6/4/2018	\$184.70	
029330	Rothmann, Bryan L	6/4/2018	\$1,873.14	
029331	Thomas, Adam L	6/4/2018	\$1,570.32	
029332	US POSTAL OFFICE	6/7/2018	\$3.50	Water Salesman Bills
029356	Fuchs, Nancy L	6/18/2018	\$30.47	
029357	Germundson, Julie L	6/18/2018	\$539.14	
029358	Hillerud, Nancy J	6/18/2018	\$332.46	
029359	Johnson, Brady J.	6/18/2018	\$477.35	
029360	Levey, Linda Judy	6/18/2018	\$428.50	
029361	Patterson, Elizabeth A	6/18/2018	\$224.41	
029362	Price, Ranie M.	6/18/2018	\$1,716.63	
029363	Rothmann, Bryan L	6/18/2018	\$2,103.02	
029364	VOID	6/18/2018	\$0.00	
029365	Thomas, Adam L	6/18/2018	\$2,095.46	
029366	VOID	6/18/2018	\$0.00	
029367	Hunze, Lauren L	6/18/2018	\$934.11	
029368	Boehm, Reese D	6/18/2018	\$277.05	
029369	Jacobson, Keith A	6/18/2018	\$277.05	
029370	Schreiner, Trevor	6/18/2018	\$802.87	
029371	241 INK	6/22/2018	\$15,000.00	Memorial Hall Sound System
029372	Ascendum Machinery Inc.	6/26/2018	\$459.00	Loader Rental
029373	DIRTY DEEDS EXCAVATING FISHBECK TECHNOLOGY	6/26/2018	\$818.89	Temp intake pump & screen
029374	CONSULTING	6/26/2018	\$125.00	Computer and Network support
029375	HELPER GUY	6/26/2018	\$858.78	316 Main retaining wall repair
029376	MCLEAN CO TREASURE	6/26/2018	\$4,885.00	Assessor Fees
029377	ND DEPT OF HEALTH	6/26/2018	\$40.00	Adam Thomas Certification
029378	ND DEPT OF HEALTH LAB SERVICES	6/26/2018	\$232.00	
029379	ND LEAGUE OF CITIES	6/26/2018	\$200.00	2017 Municipal Laws of ND
029380	ONE CALL CONCEPTS	6/26/2018	\$192.00	Line Locations
029381	SCOTTS HARDWARE	6/26/2018	\$372.07	
			\$54,917.09	

Meeting adjourned.

Ranie Price, Auditor
City of Washburn

Larry Thomas, President
City of Washburn