

Washburn City Commission
Meeting Minutes
Monday, August 27, 2018
6:30 p.m., City Hall

Members Present: Larry Thomas, Noelle Kroll, Mike Herdt, Kit Baumann, Kollin Syverson

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 August 6, 2018 regular commission meeting minutes with one correction. Upon roll call, all members present voted aye. Motion carried.

Commissioner Thomas stated there have been several complaints about various properties in the City for various ordinance violations. Thomas only concern is that we need to follow through after we send letters with the fines and penalties otherwise it is not worth it. Herdt asked what the procedures for dealing with these items are. He wants to treat everyone the same. Thomas stated we may need to ask the city attorney. Syverson suggested that one person deal with these items to be consistent. Baumann stated we are beyond sending letters. Thomas recommends we consult with David Lindell. Price and Thomas will consult with Lindell.

Thomas informed the board that he has sent Bob Aaseth a letter stating it has been one month since he was told to vaccinate and license his dogs with the City. So far, he has not complied and therefore in violation. Ordinance 149A was reviewed. Herdt motioned to send Mr. Aaseth a letter stating he has two weeks to comply, and if he does not, the city will proceed with the fines as outlined in the ordinance. Baumann seconded the motion. Upon roll call, all members present voted aye. Motion carried.

Commissioner Thomas reported to the board that the Sales and Use Tax Committee has recommended the disbursement of \$4,000 from the Visitor's Promotion Fund to WAEDA for maintaining brand momentum for Washburn visitors. These funds will be used for tear drop banners, tourism brochures and community maps. Thomas motioned to disburse these funds. Kroll seconded. Upon roll call, all members voted aye. Motion carried.

Mike Herdt stated he attended the Sales and Use Tax meeting to try and learn what takes place at these meetings. Herdt asked Thomas who he was representing while sitting on that committee. The city, himself or the city commission? Thomas stated the city because it is public money. Herdt questioned why this information is not brought to the City Commission for discussion prior to the presentation of a recommendation from the Sales and Use Tax Committee. Thomas stated it is not feasible, or even possible. That committee was created to govern those funds and give recommendations because they do not have the authority to spend city funds. Thomas stated that WAEDA has received over \$500,000 of city funds for economic development and asked what has it produced? Herdt thinks the economic development director position should be funded. Kroll stated it is hard to measure. You can't always see what has been done. She is sure the current economic director has done things you can't measure. Syverson stated no realizable economic development for the amount of money we have spent versus what we have gained. It is not feasible this close to Bismarck. Kroll stated if we want things done differently, the commission needs to convey that to WAEDA.

Thomas presented an application for demolition permit from April Orr. Price stated they have indicated a variance of a 4 foot fence rather than a 6 foot fence. Thomas motioned to approve the demolition permit with the variance. Commissioner Syverson seconded. Syverson – aye, Baumann – aye, Herdt – aye, Kroll – nay, Thomas – aye. Motion carried.

City Auditor Ranie Price asked the board for clarification of the vacation earned policy. The policy states the hours are earned after the first month. It is not currently handled that way and needs to be corrected. But needs clarification as to when it is earned. On the first day of the month, the last day of the month or the first day of the following month. After discussion, it was determined it is the first day of the following month.

Price presented proposals from Widmer Roel and ND State Auditor's Office for the 2017 audit. Widmer's proposal was \$19,500 and the State Auditor's Office was a range of \$15,000 to 18,500. Price reminded the board that if the State does it there will be some additional work needed because they have not performed the audit before. Thomas motioned to go with the State Auditor's Office for the 2017 audit. Kroll seconded. Upon roll call, all members voted aye. Motion carried.

A local gaming permit for Washburn Riverboat Days was presented for a sports pool. Thomas motioned to approve. Syverson seconded. Upon roll call, all members voted aye. Motion carried.

A special permit for a special event at the Captian's Cabin on September 8th was presented. Syverson motioned to approve. Herdt seconded. Upon roll call, all members voted aye. Motion carried.

A local permit for Washburn Sports Boosters was presented for a 50/50 raffle. Baumann motioned to approve. Kroll seconded. Upon roll call, all members voted aye. Motion carried.

Chris Schmidt with the McLean County Shooting Sports asked for a waiver of the rental fees for the Washburn Memorial Hall for their archery practices. Thomas motioned to waive the fees. Syverson seconded. Upon roll call, all members voted aye. Motion carried.

Eric Lothspeich with AE2S told the board that he is still waiting to hear about FEMA Pre-Disaster Mitigation Grant additional funding that was requested. He will also send an updated questionnaire for the DWSRF so that we may remain on the priority list.

Herdt asked about dredging the water intake before the Corp of Engineers drops the water level. Eric did not think it was feasible at this time. It is his opinion to wait and possibly use the divers again. They will keep watching it as it is hard when the water levels are kept so high there is still a lot of sand moving.

The Bathymetric Survey Update is something Eric thinks we should still do this fall. If the river levels are still going to be high he thinks we should do it in October. And at the same time look at the current intake and look at the sandbars forming around it. Eric stated Jasper Klein and David Lindell are reviewing the documentation from the water treatment plant ceiling paint project.

The commissioners went through their portfolios: Syverson has had an individual asking if there is city property available for a possible archery range. Baumann suggested Syverson speak with Kris Kjelstrup as he thought the City of Underwood had tried to do this as well.

Baumann stated he told the Forestry personnel to continue with the projects for this year. And that they would re-evaluate next year.

Herdt stated the Jefferis building needs a couple small window repairs. He is waiting to hear from the assessment company.

Kroll nothing.

Commissioner Herdt motioned to pay the bills.

022250E	INTERNAL REVENUE SERVICE	8/14/2018	\$2,287.66
022251E	BLUE CROSS BLUE SHIELD	8/24/2018	\$1,780.00
022252E	CIRCLE SANITATION	8/24/2018	\$7,551.00
022253E	MEC	8/24/2018	\$169.50
022254E	MDU	8/24/2018	\$227.37
022255E	OTTERTAIL POWER	8/24/2018	\$5,262.90
022256E	WEST RIVER TELEPHONE	8/24/2018	\$649.22
022257E	INTERNAL REVENUE SERVICE	8/27/2018	\$1,913.11
29465-29472	Payroll	8/13/2018	\$7,517.32
29473-29480	Payroll	8/27/2018	\$6,477.38
29481	241 INK	8/27/2018	\$6,212.91
29482	AE2S	8/27/2018	\$12,477.02
29483	AgPro-Napa	8/27/2018	\$144.00
29484	AMERIPRIDE	8/27/2018	\$266.13
29485	Ascendum Machinery Inc.	8/27/2018	\$459.00
29486	BRYAN ROTHMANN	8/27/2018	\$1,300.00
29487	DACOTAH PAPER CO	8/27/2018	\$142.53
29488	Dakota Supply Group	8/27/2018	\$2,561.86
29489	ENERBASE COOPERATIVE RESOURCES	8/27/2018	\$391.58
29490	HAWKINS	8/27/2018	\$7,033.29
29491	HELPER GUY	8/27/2018	\$2,375.00
29492	INNOVATIVE OFFICE SOLUTIONS LL	8/27/2018	\$131.16
29493	J & R VACUUM & SEWING	8/27/2018	\$6.71
29494	J-S SANITATION	8/27/2018	\$80.00
29495	ND DEPT OF HEALTH LAB SERVICES	8/27/2018	\$157.00
29496	ND HEALTH DEPARTMENT CHEMISTRY	8/27/2018	\$211.87
29497	ND SEWAGE PUMP LIFT STATION SV	8/27/2018	\$625.00
29498	NDUCFA	8/27/2018	\$40.00
29499	ONE CALL CONCEPTS	8/27/2018	\$198.65
29500	PRICE, RANIE	8/27/2018	\$32.97
29501	SALHUS SEPTIC PUMPING	8/27/2018	\$160.00
29502	SCOTTS HARDWARE	8/27/2018	\$183.84
29503	THOMAS, ADAM	8/27/2018	\$107.25
29504	TITAN MACHINERY	8/27/2018	\$2,614.04
29505	UNUM LIFE INSURANCE CO	8/27/2018	\$86.86
29506	WAEDA	8/27/2019	\$4,000.00

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

Next meeting September 10, 2018 at 6:30 p.m.

The meeting was adjourned at 8:04 p.m.

Ranie Price, Auditor
City of Washburn

Larry Thomas, President
City of Washburn