

Washburn City Commission  
Meeting Minutes  
Monday, September 10, 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.

Thomas began the Final Budget Hearing. He asked the City Auditor if there had been any comments on the preliminary budget. Price said none. Thomas asked for any comments from the audience. None. He then asked for comments from the board. Thomas stated in his opinion, the park board line should be cut. We have cut other areas, due to the park board having the ability to levy their own funds and available Sales and Use tax funding. Thomas thinks this line should be cut from the city budget. A motion was made by Kroll and seconded by Herdt to approve the budget as it stands. Syverson-nay, Baumann-aye, Herdt-aye, Kroll-aye, Thomas-nay. Motion carried.

Baumann motioned to approve the August 27, 2018 minutes. Syverson seconded. Upon roll call, all members present voted aye. Motion carried.

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

Emmy Barnick was present asking for a transfer of the Liquor License currently held by The Captian's Cabin owned by Ron and Marge Possen. They have sold the establishment to Brent and Emmy Barnick and David Bjork. Baumann motioned to approve the transfer. Kroll seconded. Upon roll call, all members present voted aye. Motion carried.

Price presented a listing of delinquent utility bills. This is being presented to make the board aware of the current status of some of these accounts. There are some with large balances. This is an item we need to address at the next commission meeting. Herdt asked who is responsible for the bill in a rental situation. Thomas stated the owner is responsible.

Bob Aaseth was present to discuss his dog license violation. Commissioner Thomas stated a letter was sent informing him he had until 9/10/2018 to vaccinate and license his dogs. If he failed to comply he would be fined as allowed by the ordinance. Thomas motioned to fine as per allowed. Baumann seconded. Upon roll call, all members present voted aye. Motion carried.

Price presented corrections for Sales & Use Tax Fund and Lodging Tax Fund. Price stated these will correct the negative balances shown on the financials. Kroll motioned to approve these corrections. Herdt seconded. Upon roll call, all members present voted aye. Motion carried.

Price recommends we change this account from a savings to a checking account. Thomas motioned to set the Sale & Use Tax Fund and Lodging Tax Fund as a checking account. Kroll seconded. Upon roll call, all members present voted aye. Motion carried.

Price presented a request from the Lions Club to waive the rental fees for the Memorial Hall for 3/16/2019, 2/3/2019 and 10/7/2018. Thomas motioned to waive the rental fee for these Lions Club events. Syverson seconded. Upon roll call, all members present voted aye. Motion carried.

Thomas stated Gary Kienzle volunteered to help with the tarring, as the city is behind schedule this year. Thomas motioned to hire Gary at \$15.00 per hour as part-time help with the tarring project. Herdt seconded. Syverson asked how many hours. Thomas stated as needed. Kroll asked if we needed to advertise this position. Thomas stated there is not enough time to advertise before the weather will not be favorable. This will just be for a couple of weeks. Upon roll call, all members present voted aye. Motion carried.

Jasper Klein was present to update the board stating at the last meeting the Corp of Engineers was going to continue to keep the river levels high. Now they have said they will begin to lower the levels. He stated the two foot riser on the water intake pipe will need to be removed. Herdt asked what if it is plugged. Syverson said the lower screen structure may still be plugged. Klein stated that section would be easier to flush, rather than dredge. Klein stated that there are two other river surveys to be done in October and suggests that is when we do ours.

The commissioners went through their portfolios: Syverson has found another supplier for the membranes we have in the budget for 2019. He is inquiring on pricing and will let the board know what he finds out. Baumann- nothing. Herdt stated the old courthouse committee is still working on getting

this building assessed. The Jefferis building also has a couple broken windows that need repair. Kroll stated Jaclyn Dahl started 8/27/2018.

Commissioner Syverson motioned to pay the bills.

022260E	BLUE CROSS BLUE SHIELD	9/7/2018	\$7,577.40
022261E	MIDCO	9/7/2018	\$75.00
022262E	VERIZON WIRLESS	9/7/2018	\$47.22
022263E	INTERNAL REVENUE SERVICE	9/11/2018	\$2,432.57
022264E	WEST RIVER TELEPHONE	9/10/2018	\$654.32
029508-029517	Payroll	9/10/2018	\$8,008.32
029518	AFLAC	9/10/2018	\$88.62
029519	AgPro-Napa	9/10/2018	\$289.34
029520	AMERICAN FUNDS	9/10/2018	\$308.96
029521	AMERIPRIDE	9/10/2018	\$283.81
029522	BANYON DATA SYSTEMS	9/10/2018	\$865.00
029523	HAWKINS	9/10/2018	\$8,263.09
029524	INNOVATIVE OFFICE SOLUTIONS LL	9/10/2018	\$60.76
029525	JOHN HANCOCK ANNUITIES SERVICE	9/10/2018	\$359.35
029526	J-S SANITATION	9/10/2018	\$100.00
029527	Diane M Due	9/10/2018	\$3,000.00
029528	LEADER NEWS	9/10/2018	\$288.52
029529	Matthew Bender & Co. Inc	9/10/2018	\$23.44
029530	LIBERTY BUSINESS SYSTEMS	9/10/2018	\$65.29
029531	MCLEAN COUNTY SHERIFFS DEPT	9/10/2018	\$12,911.45
029532	MVTL LAB	9/10/2018	\$50.00
029533	ND DEPT OF HEALTH LAB SERVICES	9/10/2018	\$132.00
029534	ONE CALL CONCEPTS	9/10/2018	\$13.20
029535	ROTO-ROOTER SEWER DRAIN SVC	9/10/2018	\$1,025.00
029536	SALHUS SEPTIC PUMPING	9/10/2018	\$160.00
029537	SECURITY METRICS	9/10/2018	\$169.98
029538	THOMAS, ADAM	9/10/2018	\$260.23
029539	VAN BERGEN & MARKSON	9/10/2018	\$804.66
029540	WAGON WHEEL LUMBER	9/10/2018	\$13.99
029541	WASHBURN AIRPORT AUTHORITY	9/10/2018	\$4,612.00
029542	WASHBURN FIRE DEPARTMENT	9/10/2018	\$5,650.00
029543	WASHBURN PARK BOARD	9/10/2018	\$3,375.00
029544		9/10/2018	\$604.69

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

Next meeting October 9, 2018 at 6:30 p.m.

The meeting was adjourned at 7:20 p.m.

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Ranie Price, Auditor  
City of Washburn

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Larry Thomas, President  
City of Washburn