

Washburn City Commission Meeting Minutes
August 29, 2017
6:30 p.m., City Hall

Members Present: Thomas, Boehm, Jacobson
Absent: Baumann, Kroll

Commissioner Thomas called the meeting to order.

Motion to approve the minutes from the August 14, 2017 commission meeting, Jacobson and seconded by Boehm. Discussion: none. Roll call: aye, Jacobson, Boehm, and Thomas and Nay, none. Absent; Baumann, Kroll. Motion carried.

Conversation on the Special Event Permit presented by Commissioner Thomas at the May 2017 commission meetings. The Auditor was asked to resend the proposed permit on behalf of Commissioner Thomas, for consideration.

Zimmerman presented requested 2016 Audit estimates from the following companies along with their quotes for services: Malhum Goodhart, \$10,900.00; Brady Martz & Associates, \$24,700.00-\$27,500.00; Eide Bailey, \$24,000.00 with an additional \$3000.00 per program, and Widmer Roel with a quote of not to exceed \$18,000.000. Commissioner Thomas stated he would like to have a quote from ND State Auditor for services in addition to having a municipal audit every two years, which is allow per ND Century Code, citing he did not like the itemization of excess charges that was provided to him from Malhum Goodhart, the company used in previous years. Commissioner Boehm asked if Malhum Goodhart has come to a meeting to present their findings, Zimmerman stated they had not been asked to, but they would if it was requested of them. Motion to approve the quote from Malhum Goodhart, Jacobson and seconded by Boehm. Discussion: Commissioner Boehm stated that he would be in favor of moving forward with an approval for Malhum Goodhart for the 2016 with the idea of inquiring about options with the state for 2017. Roll call: Aye, Jacobson, Boehm, and Nay, Thomas. Absent: Baumann and Kroll. Motion carried.

Motion to approve the request from Terri Leidholm for Memorial Building rental fees to be waived for a benefit for Tracy and Ryan Jaeger on October 17th, 2017, Thomas and seconded by Jacobson. Roll call: Aye, Thomas, Boehm, Jacobson and Nay none. Absent: Baumann and Kroll. Motion carried.

Agenda item on dangerous buildings and how to deal with them. The Commission requested the auditor to send out supporting documents again.

Resident Kristi Jaeger requested time of the Commission and Commissioner Thomas to answer questions that she had regarding his position as President of the Commission. Prior to asking the questions, she clarified that she was speaking for herself and not on behalf of the committee she is currently seeking a recall for Commissioner Thomas.

Jaeger continued that at the meeting on August 14th meeting, Commissioner Thomas was asked to resign as Commission President, and after hearing the complaints of the people he had no response. Jaeger: now, after having time to consider, do you, [Thomas] have a response?

Thomas: I am not resigning.

Jaeger: Are you concerned about the citizen's concerns about your job?

Thomas: I am always concerned about the citizens.

Jaeger: Are you concerned that there are fellow Commissioners that have the same concerns as us?

Thomas: They are also citizens and I would be concerned about them.

Jaeger: But as fellow Commissioners that have been elected to this board, does that concern you?

Thomas: I do not have a response to that.

Jaeger: I have been going door to door and holding times for people to sign, we will gather the 99 signatures that we need, however, we would like to give you every opportunity to avoid the cost of a special election and to all you to step down gracefully. While gathering signatures, I have had contact with many people and would like to share their comments. Many people feel it is a sad situation that we have gotten to this point, others are appalled.

Thomas: Who is saying this? Without their names it is only hearsay.

Jaeger: As soon as the petition is filed it is public record and you will have access.

Thomas: But now it is hearsay.

Jaeger: I am sharing from a concerned citizen and I think the citizens have a right to have their voices heard. She asked to continue.

Thomas: I don't mind you sharing your concern, but if someone else has one, they should bring it themselves, and that is the way I look at it anyway.

Jaeger: Can I ask why you want to stay on the board?

Thomas: I was elected to do a job and that is what I am doing.

Jaeger: Even though the voice of the people is saying that they are not happy with your performance?

Thomas: Well that is only some people.

Jaeger: How often do you check in with the office either by phone, email or stop by the office?

Thomas: When I need to.

Jaeger: Do you want to be any more specific?

Thomas: No.

Jaeger: Commissioner Jacobson, can I ask you the same question? How many times do you stop by, call, or email the office?

Jacobson: probably once a day.

Jaeger: Commissioner Boehm, would you answer that question?

Boehm: A few times per week.

Jaeger: Commissioner Thomas, would you like to change your statement?

Thomas: No.

Jaeger: It is my hope as an individual and concerned citizen that we will be ready to file our petition by the next meeting. I ask you to take some time to consider it, dig deep and no one wants to be in this spot, and I am not the only one.

Eric Lothspeich, AE2S Engineering presented the Commission with an updated punch list from the 2016 Street & Utility Project. All warranty items have been addressed. The water tower inspections are complete with KLM Engineering and the report is that everything went well with the inspection. A

report will be coming, and the bac T test results will be back and there are no additional problems. Thomas asked about the condition of the tanks, Lothspeich responded they are good.

The alternatives for the Intake Project will be complete next month. He provided information from Terracon from the geotechnical study and the company recommended for the job, he is waiting on reply's from a few companies before moving forward with the tech memo. Thomas asked if the geotech study was part of the preliminary engineering costs, Lothspeich stated he would need to check on it.

Jacobson added that before we go over the preliminary, we would need to halt and discuss where the city would like to go and make a decision whether or not to move forward.

Resident Ray Hager asked about his curb line and the fact that it is holding water even though they tore it completely out and redid it. Lothspeich answered that the drainage was improved, but that it will be pretty tough to get it perfect because the area is too flat; there is going to be some water spot there. Thomas stated he would visit the site later in the evening with Mr. Hager.

Hager asked the Commission where the additional funds, give or take a million dollars, for the intake, were going to come from. Thomas states it was a little less than that. Hager is concerned the price of water will need to increase and if we are able to come up with the additional funds, what will that do to our cash reserves. Thomas said the city has some money in reserves and they would need to pick and choose where to take it from. Jacobson said it will be a balancing act of paying the project down while keeping rates low.

Hager asked if hypothetically we are putting the intake out another 10 feet. Will the intake be lower than the older one that was set on rocks? Lothspeich said the bathometric study will help determine the best position for the intake. Will the intake be placed across the river? Lothspeich said probably not, but the site selection memo would be available at the next meeting. Site one is the best alternative at this point.

Jacobson addressed Mr. Hager by saying that the Commission has not committed fully to the project yet, and that there are more steps to take prior to determining the project. Commissioner Boehm added the information is being gathered now and then it will all be looked at to make the right decision.

Portfolios:

Jacobson: none.

Boehm: the library is meeting tonight and is discussing new carpet at the library. The Airport Authority is meeting tomorrow. Buildings and grounds has been meeting periodically to discuss city needs. Today there was an engineering firm in town looking at the old courthouse and would maybe develop a plan for the building moving forward. The goal would be to provide information so the residents can weigh in and everyone make an informed decision.

Zimmerman: Fall cleanup is scheduled for October 2-6 with curbside pickup on the 7th of October. In conjunction with cleanup we have found a grant that will help clean up abandoned vehicles. The company will bill the city and then the city will be reimbursed for vehicle removal. The city of Washburn will be closed on Monday, September 4th for Labor Day.

Rothmann reported that they were waiting on electric things for the fish cleaning station.

Bills:

Paid Chk# 022018E	MDU	\$220.39
Paid Chk# 022019E	OTTERTAIL POWER	\$5,641.70
Paid Chk# 022020E	CIRCLE SANITATION	\$7,680.00
Paid Chk# 022021E	BLUE CROSS BLUE SHIELD	\$6,861.34
Paid Chk# 022022E	MIDCO	\$75.00
Paid Chk# 022023E	CARDMEMBER SERVICES	\$70.63
Paid Chk# 022025E	BANK OF NORTH DAKOTA	\$55,024.70
Paid Chk# 028845	MEC	\$783.00
Paid Chk# 028846	Fuchs, Nancy L	\$67.87
Paid Chk# 028847	Germundson, Julie L	\$418.60
Paid Chk# 028848	Hansen, Koby	\$460.02
Paid Chk# 028849	Hendrikson, Sharon	\$933.88
Paid Chk# 028850	Hillerud, Nancy J	\$193.93
Paid Chk# 028851	Patterson, Elizabeth A	\$218.17
Paid Chk# 028852	Rothmann, Bryan L	\$1,859.11
Paid Chk# 028853	Schell, Zachary D	\$475.27
Paid Chk# 028854	Thomas, Adam L	\$1,533.02
Paid Chk# 028855	Zimmerman, Joan R	\$1,597.85
Paid Chk# 028856	Zimmerman, Kim G	\$1,409.70
Paid Chk# 028857	US POSTAL OFFICE	\$170.12
Paid Chk# 028858	BANYON DATA SYSTEMS	\$865.00
Paid Chk# 028859	HAWKINS	\$3,270.46
Paid Chk# 028860	HELPER GUY	\$63.46
Paid Chk# 028861	Matthew Bender & Co. Inc	\$22.94
Paid Chk# 028862	WAGON WHEEL LUMBER	\$110.00
Paid Chk# 028863	SALHUS SEPTIC PUMPING	\$300.00
Paid Chk# 028864	SCOTTS HARDWARE	\$253.02

Motion to pay the bills, Boehm and seconded by Jacobson. Discussion: Boehm asked Zimmerman about a bill from Banyon Data Systems. She responded it is for software support for the office business software. Roll call: aye, Jacobson, Boehm, Thomas and nay, none. Absent: Baumann and Kroll. Motion carried.

Preliminary Budget

Zimmerman informed the estimated amount for a mill is \$6,412.00

Commissioner Baumann had asked Jacobson to present a budget request on his behalf. It was for a new mower and tractor with a snow blower as well as money to develop the land behind City Hall. He had also texted Thomas about the requests and told him that he had been talking to RDO and getting some bids for equipment.

Boehm asked who owned the land behind City Hall, and Mark Lelm confirmed the Park Board maintains it. Clayton Verke asked about making it cold storage, Jacobson replied it is a nice recreational facility back there and we should keep it up. Thomas asked if a cold storage could be put up at the compound and Verke said it was only in the beginning planning stages.

Zimmerman shared there were 46.81 in the general fund and an additional 4 mills for the airport and library. For 2018, with the preliminary budget as is the city is at 62.5 mills with the airport and the library. For a zero mills increase \$33,000.00 would need to be cut from the budget.

The following adjustments were made to the 2018 Preliminary Budget.

Removal of \$50,000.00 for Sealcoating of 2016 Street Project. Thomas stating it could wait another year. Zimmerman added she had asked for an estimate from AE2S in case it was something the Commission wanted to entertain, but agreed the funds can come from other sources.

The 2016 Audit was reduced to \$12,000.00, Washburn Park Board reduced from \$15,000.00 to \$13,500.00 which includes \$3,500.00 in revenue from the ND Game and Fish for maintenance of the fish cleaning station. Delete lights for the interior of the Fire Hall, lights will be replaced immediately from 2017 budget. Decrease the governing body pay to \$2,400.00 or \$600.00 per Commissioner. Increase of \$20,000 to a building and grounds fund for a tractor.

Motion to accept the preliminary budget, Thomas and seconded by Boehm. Roll call: aye, Jacobson, Boehm, Thomas and nay, none. Absent: Baumann and Kroll. Motion carried.

Motion to up to \$3,500.00 for new lights for the fire department, Thomas and seconded by Boehm. Roll call: aye, Jacobson, Boehm, Thomas and nay, none. Absent: Baumann and Kroll. Motion carried.

Meeting adjourned.