

Washburn City Commission Minutes
July 5, 2016
6:30 p.m. City Hall

Members Present: Jacobson, Kroll and Boehm

Members Absent: Thomas and Baumann

Jacobson called the meeting to order.

Jacobson stated that Thomas won't be at the meeting tonight and asked if the approval of minutes can be tabled. Kroll and Boehm stated that is fine. Tabled.

Discussion on gym floor coverings for the Memorial Building for after the gym floor is refinished. Kroll stated that she would prefer to stay with the company in Bismarck for if there is any issues in the future. Jacobson asked if we can get a quote without the tape dispenser, tape and power winder. Tabled.

Bids for sign in front of City Hall tabled until Commissioner Baumann can attend to discuss the agenda item.

Zimmerman provided information regarding a parcel of land that goes over Riverside Park Road that is owned by the Burgum family. Property was surveyed and an easement for the road that goes through their property. Zimmerman stated that there was an easement for the walking trail but no easement for the road. Zimmerman also stated City Attorney Lindell provided century code showing that all public roads and highways that have been in use for 20 years or more are declared a public road and established as such North Dakota Century Code 24-07-01. Burgum's also asked if the City would be willing to trade land since the parcel is unusable. Lindell advised since the land would be worth over \$2,500.00 that isn't something the City can do. The parcel in question is regarding Lots 1-6 Block 13 in Park Addition.

Jacobson stated that the North Dakota Lewis and Clark Interpretive Center is requesting a reduction in sewer fees. The Interpretive Center waters their lawn during the summer months and currently is paying for commercial sewer rates, but the extra water goes onto the lawn directly and not into the sewer system. Jacobson suggesting lowering the commercial sewer rate for the Interpretive Center by 50%.

Motion to discount the North Dakota Lewis & Clark Interpretive Center sewer rate by 50%, Boehm, seconded by Kroll. Discussion: Ray Hager stated that this is also used as a rest area, wondering if discounting them will open a new can of worms for other businesses that are maybe only open 3 or 4 days a week. Jacobson stated that is why they wouldn't discount the sewer rate any more than 50%. Zimmerman stated that how the commercial sewer rate is calculated is that the customer gets an additional \$10.00 on their bill for every additional 6,000 gallons of water being used. Hager stated that he understands that but all of the work that the city did to get them water and sewer wasn't easy. Kevin Kirkey, on behalf of the North Dakota Lewis & Clark Interpretive Center, stated that the Center isn't opposed to paying for the usage of the sewer, but the Center is watering their the lawn to make Center look good for the visitors that come to the community to visit. And those visitors also use the gas stations and restaurants. The water that is going on the lawn is not taxing the sewer system, just making the grass green, the Center just wants to pay their fair share. Jacobson stated that only the

sewer rate is changing, not the water rate. Roll call: Aye: Boehm, Kroll and Jacobson. Nay: none. Absent: Baumann and Thomas. Motion carries.

Jacobson asked Klein if the street light that is being added by the coulee on the Main Avenue is part of the project. Klein said it was discussed but no, it is not part of the project. Zimmerman stated that she believes Kim Zimmerman has some information on it and she will obtain that information for the next meeting.

Zimmerman provided information regarding repair that needs to be done by the tunnel that goes under the highway where the sidewalk is broken. Zimmerman stated that Kim received a bid from Giovanni Construction when he was in the area. Jacobson said that he can see this is a safety issue that would need to be taken care of. Kroll asked if maybe we can ask Knife River to provide a bid since they are local. Klein stated that Giovanni this is the contractor that will be in town for the street project and he feels that we received a good bid.

Zimmerman stated that a resident contacted her regarding the handicap access to the family fishing pier at Riverside Park, the person stated that he could get down to the pier but was unable to get back up due to the incline. Klein and Jacobson stated that is something that should be included in the Riverside Road Park project. Lelm stated that there is a gravel path leading to the pier and that when the pier was put in, it was supposed to be used as handicap accessible with assistance. Klein stated that he will look at the pier.

Motion to hire Giovanni Construction to remove and replace the 22' by 22' sidewalk leading into the tunnel under Highway 83 in the area due to safety issues, Jacobson, seconded by Kroll. Discussion: Lelm asked if they are willing to do a temporary fix until the work can be done. Lelm stated that about five or six years ago he was able to get some buckets of fly ash patch from Great River Energy. It would be a matter of public works mixing it and dumping it in the area till it can be fixed. Kroll stated that is something that Bryan, Kim and Adam can do. Roll call: Aye: Boehm, Kroll and Jacobson. Nay: none. Absent: Baumann and Thomas. Motion carries.

Klein provided a task order for the Raw Water Intake Alternative Evaluation. Klein advised that this was a \$3.6 million intake project, a grant was received for 65/35 with the City paying 35%. Klein provided that the task order is for the evaluation to be done to see what the best option for the City is. Jacobson asked if these are the rates. Klein stated that the estimates done are a couple of years old. They would provide new rates with the study that is done. The funds would come out of user fees and rates would then increase accordingly. Jacobson asked if we would know what the user rates would be. Klein stated that is something that would be calculated in the study. Hager asked why the intake wasn't put farther into the water originally. Klein stated that the well isn't deep enough that is why the intake wasn't put into the water further. Klein also stated that project funding wasn't there at the time. Jacobson stated that if we do this study it will be nice so that we will have a permanent solution. Boehm asked if the study is the first step in getting the grant. Klein stated that this is the first step in utilizing the grant since the grant is already awarded. Klein stated that we are running the risk that if we don't proceed with the study we are at the risk of losing the grant. If we don't proceed with the study, then we need to let the State know what we won't be using the grant. Zimmerman stated that in her opinion, if we don't do the study, then we won't know what a permanent fix is and what the rate increase will be. The river changes so Adam Thomas is constantly adjusting to accommodate for the water level. If we have the funds to do the study which is a less impact to the resident that would be a benefit. If in a couple of years the water level goes down, we might then have to fix the intake in an emergency situation, so this might be a

preventive maintenance. Jacobson said only concern is we are doing all of these projects and then we continue with the \$1 million intake project, eventually people won't be happy. Kroll confirmed that the \$15,000 that it would cost for the study to be done is already available in user fees. Zimmerman said yes.

Motion that we proceed with the study for the water intake project by Kroll, seconded by Boehm. Discussion: none. Roll call: Aye: Boehm, Kroll and Jacobson. Nay: none. Absent: Baumann and Thomas. Motion carries.

Zimmerman stated that there is a delay in the gym floor being redone due to electrical issues. The floors should be taken care of by the end of July or early August.

Motion to renew Colleen Kuehner's moving permit by Kroll, seconded by Boehm. Discussion: none. Roll call: Aye: Boehm, Kroll and Jacobson. Nay: none. Absent: Baumann and Thomas. Motion carries.

Portfolios:

Boehm: Tom Neary called him asking about maintenance on the Welcome to Washburn sign on the south sign. Boehm stated that he did give his approval for the work to be done.

Kroll: none.

Jacobson: none.

Hager stated that he has a concern of things under people's portfolio not being on the agenda. Said if things aren't on the agenda, someone might not come since it wasn't on the agenda. Jacobson stated that things under the portfolio might be discussed, but should not have action taken on the item. Zimmerman advised commission that public hearing meeting for the special assessments will be on July 25, 2016 in the basement of the Memorial Building at 6:30 pm. The 2017 budget is being worked on and will be discussed next meeting.

Bills:

Paid Chk# 000332E	CITY OF WASHBURN	\$269.46
Paid Chk# 000333E	CITY OF WASHBURN	(\$17,410.44)
Paid Chk# 027922	Fuchs, Nancy L.	\$44.64
Paid Chk# 027923	Hendrikson, Sharon	\$956.74
Paid Chk# 027924	Hillerud, Nancy J	\$55.41
Paid Chk# 027925	Johnson, Alan, R	\$232.28
Paid Chk# 027926	Ogden, Mark	\$466.49
Paid Chk# 027927	Rothmann, Bryan	\$1,705.71
Paid Chk# 027928	Schell, Zachary D	\$236.25
Paid Chk# 027929	Thomas, Adam L.	\$1,658.96
Paid Chk# 027930	Zimmerman, Joan	\$1,398.09
Paid Chk# 027931	Zimmerman, Kim	\$1,381.46
Paid Chk# 027934	A ONE JANITORIAL	\$131.15
Paid Chk# 027935	AMERICAN FUNDS	\$920.24
Paid Chk# 027936	AMERIPRIDE	\$264.88
Paid Chk# 027937	ASC CONSTRUCTION	\$918.00
Paid Chk# 027938	BHG LEADER NEWS, INC	\$859.03
Paid Chk# 027939	BROWN & SAENGER	\$299.89
Paid Chk# 027940	CARDMEMBER SERVICES	\$827.91
Paid Chk# 027941	CIRCLE SANITATION	\$7,341.00

Paid Chk# 027942	EDLING ELECTRIC, INC	\$782.22
	ENERBASE COOPERATIVE	
Paid Chk# 027943	RESOURCES	\$566.99
Paid Chk# 027944	GREAT PLAINS REHAB SVC	\$265.20
Paid Chk# 027945	HAWKINS	\$4,897.10
Paid Chk# 027946	HELPER GUY	\$5,405.66
	JOHN HANCOCK ANNUITIES	
	SERVICE	\$302.33
Paid Chk# 027947		
Paid Chk# 027948	KRAUSES SUPERVALU	\$7.99
Paid Chk# 027949	LIBERTY BUSINESS SYSTEMS	\$53.95
Paid Chk# 027950	Matthew Bender	\$75.83
	MCLEAN COUNTY SHERIFFS	
	DEPT	\$12,295.77
Paid Chk# 027951		
Paid Chk# 027952	MCLEAN ELECTRIC	\$85.50
Paid Chk# 027953	MIDCO	\$75.00
Paid Chk# 027954	MVTL LAB	\$162.00
	ND DEPT OF HEALTH LAB	
	SERVICES	\$16.00
	ND SEWAGE PUMP LIFT	
	STATION SV	\$2,671.00
Paid Chk# 027956		
Paid Chk# 027957	NDLTAP	\$25.00
Paid Chk# 027958	ONE CALL CONCEPTS	\$12.00
Paid Chk# 027959	OTTERTAIL POWER	\$4,022.23
Paid Chk# 027960	PROTECTION SYSTEMS INC	\$56.00
Paid Chk# 027961	RDO EQUIPMENT	\$395.14
Paid Chk# 027962	SCOTTS HARDWARE	\$491.55
Paid Chk# 027963	THOMAS, ADAM	\$59.95
Paid Chk# 027964	US POSTAL OFFICE	\$281.00
Paid Chk# 027965	WAGON WHEEL LUMBER	\$77.97
Paid Chk# 027966	WEST RIVER TELEPHONE	\$607.07
Paid Chk# 027967	Fuchs, Nancy L.	\$63.11
Paid Chk# 027968	Hendrikson, Sharon	\$995.05
Paid Chk# 027969	Johnson, Alan, R	\$886.64
Paid Chk# 027970	Ogden, Mark	\$466.49
Paid Chk# 027971	Patterson, Elizabeth A.	\$211.13
Paid Chk# 027972	Rothmann, Bryan	\$1,732.87
Paid Chk# 027973	Schell, Zachary D	\$896.46
Paid Chk# 027974	Thomas, Adam L.	\$1,538.76
Paid Chk# 027975	Zimmerman, Joan	\$1,651.09
Paid Chk# 027976	Zimmerman, Kim	\$1,381.47
Paid Chk# 027977	CIRCLE SANITATION	\$7,341.00
	MCLEAN COUNTY CLERK OF	
	COURT	\$35.00
Paid Chk# 027978		
Paid Chk# 027979	MDU	\$309.01
Paid Chk# 027980	ND DEPT OF HEALTH	\$50.00
Paid Chk# 027981	OTTERTAIL POWER	\$4,927.17
	WASHBURN AIRPORT	
	AUTHORITY	\$4,227.00
Paid Chk# 027982		
Paid Chk# 027983	WASHBURN FIRE DEPARTMENT	\$5,650.00
Paid Chk# 027984	WASHBURN PARK BOARD	\$6,250.00

Motion to pay bills by Kroll, seconded by Boehm. Discussion: none. Roll call: Aye: Boehm, Kroll and Jacobson. Nay: none. Absent: Baumann and Thomas. Motion carries.

Meeting Adjourned.

Sharon Hendrikson