

Washburn City Commission Meeting
June 9th, 2015 6:30 pm

The Washburn City Commission met on Tuesday, June 9th, 2015 at 6:30 pm in the Washburn City Hall. The following Commissioners were present: Jacobson, Baumann, Thomas and Moran, Commissioners Absent: none

Commissioner Thomas called the meeting to order.

Commissioner Moran motioned to approve the financial statements for May, 2015, Baumann seconded. No discussion, motion carried.

Commissioner Moran motioned to approve firework sales with Memory Fireworks, the days of June 27th, 2015-July 5, 2015 in the parking lot of Krause's SuperValu. Roll call: Aye: Baumann, Moran, Thomas, Nay, none. Abstain: Jacobson.

Commissioner Moran motioned to approve the minutes from the May 28th City Commission meeting, Jacobson seconded the motion. All in favor, motion carried.

Commissioner Moran motioned to approve the application to the Sales and Use Fund by the Washburn Parks and Recreation for the purchase of emergency equipment to be used at the public swimming pool, not to exceed \$2500.00 and is to include an AED machine, back board and miscellaneous equipment, seconded by Jacobson. All in favor, motion carried.

Commissioner Thomas motioned to approve the application to the Sales and Use Fund by the City of Washburn of \$10,000.00 for the Special Assessment Assistance Program and seconded by Moran. All in favor, motioned carried.

Commissioner Jacobson motioned to approve the application to the Sales and Use Fund by the City of Washburn of \$150,000.00 for the buy down of the 2014 Street Project and Thomas seconded. All in favor, motioned carried.

Commissioner Baumann motioned to approve the application to the Sales and Use Fund by the City of Washburn of \$80,000 for the upgraded asphalt along Main Avenue and Jacobson seconded. All in favor, motioned carried.

Commissioner Thomas motioned to approve the application to the Sales and Use Fund by the City of Washburn of \$40,000.00 to be applied as a 50/50 cost share to residents for sidewalk replacement and Baumann seconded. All in favor, motion carried.

Motion to approve final payment to Flying T Construction for the demolition of the old lumberyard, Commissioner Baumann and seconded by Moran. Roll call, Aye: Jacobson, Moran, Baumann, and Nay: Thomas. Motion carried.

Motion to sell the old lumberyard site for the starting price of \$60,000.00 and to be sold as (6) lots, City Attorney, David Lindell, to arrange and facilitate the bid auction, Thomas and

seconded by Moran. All in favor, motioned carried.

Zimmerman informed the Commission that the City of Washburn will be closed on Friday, July 3rd, 2015 for the Fourth of July holiday.

Val Hetletved requesting the deed to a small piece of property that is included in parcel they own, but is in question. After speaking with McLean County, she was directed to the City to request a quit claim deed for the small triangle piece. Thomas motioned to deed the land to Dwight and Val Hetletved for \$1.00 and seconded by Moran. All in favor, motion carried.

Vivian Merkel, McLean County Historical Society, requesting work and action to be taken on the Old Courthouse and Museum. She gave a copy of her list to Commissioner Thomas who said he and Moran will take a look at it and see what can be done.

Gary Blatchford, resident of Washburn, requesting the culvert by his home be cleaned out to prevent flooding in the ditch. The elevation of the culvert combined with the debris prohibits the flow and purpose of the ditch. Thomas directed the City Superintendent to look at the culvert and clean out if necessary.

Motion to approve the special liquor license for Mac's Place during Riverboat Days, Moran and seconded by Baumann. All in favor, motion carried.

Motion to approve the special liquor license for Captain's Cabin during Riverboat Days, Moran and seconded by Thomas. All in favor, motion carried.

Motion to appoint Val Hetletved, Elaine Carr, and Terry Dworshak as election officials for the upcoming special election at a wage of \$12.00 per hour, Thomas and seconded by Moran. All in favor, motion carried.

Motion to rescind a motion made from the April Commission meeting for the request for bids for tree removal along Meadow Drive, behind Courtwood Apartments, Thomas and seconded by Baumann. All in favor, motioned carried.

Motion for Commissioner Baumann and Rothmann to determine how many trees need to be removed and place an ad for bids, Jacobson and seconded by Moran. Discussion: Deputy Auditor Hendrikson noted stumps in need of removal on 4th Avenue. All in favor, motion carried. Zimmerman requested direction on which fund to pay out of for the tree removal. Baumann stated that as no one intentionally planted the trees, it should be the paid for out of the general account.

Bob Kapfer, resident of Washburn, requesting the reimbursement of expenses for the removal of rock and gravel that comes into his yard with winter snow removal from the City; his home is adjacent to a gravel road with no curb or gutter. Thomas requested of Rothmann to be more cautious during snow removal. No action taken on the reimbursement request.

Motion to approve the building permit for Brian Sullivan to Northview Estates, Thomas and

seconded by Moran. All in favor, motion carried.

Mike Nelson requesting the City Commission to review Ordinance #128, which sets guidelines for demolition and moving permits within the City of Washburn or to let the City Auditor make the decision whether or not a mobile home meets the criteria of the City. Baumann refers to a previous meeting where that direction was already given. Auditor Zimmerman was requested to look for the minutes. Nelson states that sometimes home owners are asked to wait up to 5 weeks for an approval and going through the process. No action taken.

Commissioners were given an invitation from Painted Woods Golf Course for dinner and golf in appreciation of the City's support of the new 18-hole golf course. The invitation was also extended to members of the WAEDA Board, Sales and Use Board and the City Commission.

Commissioner Baumann presented bids from RDO, Equipment, for a new lawn mower, no action taken. Commissioner Thomas asked for \$20,000.00 to be put into the budget for 2016.

Motion to approve up to \$700.00 for a camera and tripod to be used for the recording of City Commission meeting, Jacobson and seconded by Thomas. Roll call, Aye: Jacobson, Thomas, Nay: Baumann, Moran. Motion failed.

Motion to approve up to \$700.00 for a camera and tripod to be used for the recording of City Commission meetings, Baumann and Thomas seconded. Discussion: Baumann would like to the meetings put on the access channel. Roll call, Aye: Jacobson, Baumann, Thomas, Nay: Moran. Motion carried.

Jasper Klein, AE2S gave an update on current street and utility projects. The utilities under Sixth Street, which was originally in the street project area, has been camera'd and the utilities were found to be in need of repair, therefore, he is recommending this street be eliminated from the 2014 Street Project.

Motion to eliminate Sixth and Ninth Streets from the 2014 Street Project, Thomas and seconded by Baumann. All in favor, motion carried.

Motion to approve a change order that addresses drainage concerns on Fifth Avenue from Eighth Street to the coulee and add curb, Thomas and seconded by Baumann. All in favor, motion carried.

Motion to add the bottom ½ of Eighth Street from Main Avenue to Fourth Avenue and Fifth Avenue from Sixth Street to Seventh Street, with a favorable approval of City Attorney, David Lindell, Thomas, seconded by Baumann. Discussion: Jacobson asked about the impact to residents who would now be a primary assessment vs a secondary assessment and their lack of option to protest. Roll call: Aye: Baumann, Thomas, Nay: Jacobson, Moran. Motion failed.

Project Update: work crews will continue flushing the water and sewer lines and wrapping up the work on Main Street. The dirt is beginning to dry and barring more rain, street crews can begin building streets next week. Concrete crews could possibly be in Washburn in two-three

weeks.

Thomas presented a list consisting of streets that have been identified in need of patching. He gave it to Klein to give an estimate. Zimmerman to check the budget to see how much money was put into the budget for patching. Klein was also asked to look at the sidewalk replacement project.

Portfolios:

Jacobson: The water pump at the water treatment plant needs to be replaced.

Motion to approve the purchase of a new water pump, Jacobson and Thomas seconded. All in favor, motion carried.

Baumann: Nothing

Moran: Nothing

Thomas: Load restrictions came off on June 2nd, 2015. He is still looking for a flatbed truck for the City.

Motion to approve purchasing limits of \$1500.00 for change orders and discretion spending in emergency situations for Commissioners under their portfolio (s), Thomas, and Moran seconded.

Discussion: Baumann would like an amendment to the motion to included purchases be approved by the portfolio holder and the President of the Commission, otherwise it should wait. All in favor, motion carried.

Bills:

000200E	INTERNAL REVENUE SERVICE	5/11/2015	\$2,716.63
000209E	INTERNAL REVENUE SERVICE	5/29/2015	\$2,799.89
000211E	REVTRAK	6/4/2015	\$91.86
000212E	GLOBAL PAYMENTS	6/4/2015	\$53.26
27087	US POSTAL OFFICE	5/6/2015	\$165.55
27105	Zimmerman, Kim	5/11/2015	\$1,603.60
27106	Zimmerman, Joan	5/11/2015	\$1,690.34
27107	Vetter, Nadina	5/11/2015	\$220.73
27108	Thomas, Adam L.	5/11/2015	\$1,467.30
27109	Rothmann, Bryan	5/11/2015	\$1,843.74
27110	Hendrikson, Sharon	5/11/2015	\$1,002.17
27111	Bauer, Duane	5/11/2015	\$277.05
27112	HENDRIKSON, SHARON	4/29/2015	\$62.68
	SOUTHERN MCLEAN COUNTY		
27113	SCD	4/29/2015	\$445.12
27114	AE2S	5/19/2015	\$33,117.35
27115	AMERICAN FUNDS	5/19/2015	\$891.07
27116	AMERIPRIDE	5/19/2015	\$171.60
27117	ASC CONSTRUCTION	5/19/2015	\$459.00
27118	AVENET WEB SOLUTIONS	5/19/2015	\$450.00
27119	BHG LEADER NEWS, INC	5/19/2015	\$1,050.20
27120	BROWN & SAENGER	5/19/2015	\$36.74
27121	CARDMEMBER SERVICES	5/19/2015	\$761.79
27122	FARGO WATERWORKS	5/19/2015	\$1,149.63
27123	DIRTY DEEDS EXCAVATING	5/19/2015	\$210.00
27124	DOCS SHOP	5/19/2015	\$158.45

27125	ENERBASE COOPERATIVE RESOURCES	5/19/2015	\$405.08
27126	HAWKINS	5/19/2015	\$4,327.76
27127	J & R VACUUM & SEWING JOHN HANCOCK ANNUITIES SERVICE	5/19/2015	\$167.10
27128		5/19/2015	\$297.01
27129	Diane M Due	5/19/2015	\$180.00
27130	KRAUSES SUPERVALU	5/19/2015	\$31.02
27131	MASTER FIRE & SAFETY	5/19/2015	\$166.50
27132	Matthew Bender	5/19/2015	\$71.87
27133	MCLEAN ELECTRIC	5/19/2015	\$35.00
27134	MDU	5/19/2015	\$632.37
27135	MVTL LAB	5/19/2015	\$25.00
27136	NAPA AUTO PARTS ND DEPT OF HEALTH LAB SERVICES	5/19/2015	\$22.77
27137		5/19/2015	\$32.00
27138	ONE CALL CONCEPTS	5/19/2015	\$39.60
27139	SCOTTS HARDWARE	5/19/2015	\$110.99
27140	WASTE MANAGEMENT	5/19/2015	\$8,386.21
27141	WEBER ELECTRIC INC.	5/19/2015	\$8,375.02
27144	WEST RIVER TELEPHONE	5/19/2015	\$714.15
27145	MERCHANTS BANK NATIONAL	5/19/2015	\$1,162.30
27147	Hendrikson, Sharon	5/26/2015	\$1,078.30
27148	Patterson, Elizabeth A.	5/26/2015	\$297.73
27149	Rothmann, Bryan	5/26/2015	\$1,875.72
27150	Schock, Keisha	5/26/2015	\$184.28
27151	Thomas, Adam L.	5/26/2015	\$1,538.41
27152	Vetter, Nadina	5/26/2015	\$198.86
27153	Zimmerman, Joan	5/26/2015	\$1,742.87
27154	Zimmerman, Kim	5/26/2015	\$1,427.74
27155	BLUE CROSS BLUE SHIELD	5/29/2015	\$6,762.87
27156	HENDRIKSON, SHARON	5/29/2015	\$416.19
27157	OTTERTAIL POWER	5/29/2015	\$4,215.30
27158	VERIZON WIRLESS	5/29/2015	\$112.72

Commissioner Moran motioned for the approval of bills and seconded by Jacobson. All in favor, motion carried.

Meeting adjourned.

Joan Zimmerman, Auditor
City of Washburn