

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

The Washburn City Commission met on Monday, March 9th, 2015 at 6:30 pm in the Washburn City Hall. The following Commissioners were present: Bauer, Jacobson, Thomas and Moran, Commissioners Absent: Baumann

Commissioner Bauer called the meeting to order.

Financial statements: reviewed by Commissioners, no action taken.

Moran made a motion to approve the minutes of the February 9th City Commission meeting, Thomas seconded. Discussion: none. Roll call, Aye: Bauer, Moran, Jacobson, Thomas, and Nay: none. Absent: Baumann. Motion carried.

Second reading of Proposed Lodging Tax, Washburn City Ordinance No. 148. Thomas motioned to approve Lodging Tax Ordinance No. 148 with the agreement that all Commissioners have read the provided material and a verbal reading not necessary, Jacobson seconded. Discussion: none. Roll call, Aye: Bauer, Moran, Jacobson, Thomas, and Nay: none. Absent: Baumann. Motion carried.

Motion to approve the Lodging Tax Ordinance 148, Jacobson, Thomas seconded. Discussion: Bauer informed Commission that the Ordinance will not go into effect until July 1st, 2015. Roll call, Aye: Bauer, Moran, Jacobson, Thomas, and Nay: none. Absent: Baumann. Motion carried.

Sheriff JR Kerzman provided information on the current plan and strategy the McLean Co. Law Enforcement is using and how those strategies affect the City of Washburn and current contract. He said a meeting with all the area Cities and judges is in the planning stages and provided a list of service calls for Washburn which included anything that was called in and generated calls for service. Kerzman added that anytime there is change there is an adjustment period, but feels it will be a benefit long term. Bauer asked on behalf of residents who have inquired with him, how it will directly affect coverage for Washburn. Kerzman stated there will be no noticeable change for Washburn residents. He furthered that rural calls were becoming more frequent and daytime visibility was limited; the new plan addresses that issue, with the goal to be proactive rather than strictly reactive. The City of Washburn has 19.46 contracted hours per day and he does not foresee a change.

Thomas inquired if McLean County has weight scales as load restrictions will start on March 10th. Kerzman replied that scales have recently become available and they are used wherever the need is. Kerzman stated there is always a Sergeant on duty and encouraged the Commissioners to feel free to call with any needs or questions.

A request was made by Deputy Auditor Hendrikson on behalf of Laura Gardner, First Lutheran Church, to waive the fee at the Memorial Building for a garage sale fundraiser benefitting the youth group. Gardner has been informed that a deposit will still be needed. Thomas questioned

whether there should even be a fee category for nonprofits, as recently so many have been waived. Bauer agreed that maybe a change on the contract should be reviewed. Jacobson motions to approve the waiver of fees for First Lutheran Church, Bauer seconded. Discussion: none. Roll call, Aye: Bauer, Moran, Jacobson, Thomas, and Nay: none. Absent: Baumann. Motion carried.

A request from Laura Gardner to waive the fees for the Memorial Building for a benefit for the Eric Lang family who recently lost their home and contents during a fire at Cross Ranch State Park. Jacobson motions to approve the waiver, Moran seconded. Discussion: Thomas asks the date and if anyone has checked to see if the building is available on that date. Hendrikson confirmed the date was available. Roll call, Aye: Bauer, Moran, Jacobson, Thomas, and Nay: none. Absent: Baumann. Motion carried.

Moran requested a waiver for the Memorial Building the 25th of April for River Riders who are hosting a benefit for Jamie Baumann to help with medical costs. Jacobson motions to approve the request for a fee waiver, Thomas seconded. Discussion: Bauer directed Hendrikson to make certain everyone pays a deposit regardless of a fee waiver. Roll call, Aye: Bauer, Moran, Jacobson, Thomas, and Nay: none. Absent: Baumann. Motion carried.

Thomas motioned to approve the Pledge of Securities from Farmers Security Bank and seconded by Moran. Discussion: none. Roll call, Aye: Bauer, Moran, Jacobson, Thomas, and Nay: none. Absent: Baumann. Motion carried.

Bauer motioned to approve Sylvia Thompson to the Forestry Board and seconded by Moran. Discussion: Thomas asked the length of terms. Hendrickson stated she could provide the information after checking. Roll call, Aye: Bauer, Moran, Jacobson, Thomas, and Nay: none. Absent: Baumann. Motion carried.

The City of Washburn recently received funding from SB 2103, Surge Funding Bill. Jasper Klein, AE2S, was available for any questions and stated that he is not aware of any ties or requirements to spend on something specific. He reminded the Commissioners of a 1.8 million dollar 50/50 grant that Washburn received to address problems with the water intake. The Red River Valley Supply Project has recently looked at a site West of Washburn and stated it looks favorable this would be the corridor they would consider, would be coming in 2015, and a possible option for Washburn.

Bauer stated that he is in no rush to spend the funding and thanked the legislators for giving us what they did.

Project update from AE2S: The street contractor, Quam Construction is gearing up to come in the spring, although the completion date is not until fall. The timeline depends on weather, load restrictions and a number of other factors. Klein informed the Commission that John Nelson, who was onsite, last year in Washburn, is no longer with AE2S and Quam Construction will have a new Foreman in Washburn this summer also. Jacobson asked that he check a couple of areas along 4th Avenue where water seems to be pooling.

Portfolios:

Jacobson: Zimmerman requested funds not to exceed \$500 for video equipment to record Commission meetings. He would like to check prices for a security system with sound that would also have video capabilities. Jacobson stated that he had looked at a few options and it was around \$2000.00 for 2-3 outside cameras, one inside with sound and software. The request from Zimmerman was tabled.

Thomas: Load Restrictions go into effect on March 10th and will be 12,000 lbs per axle/80,000 lbs gross weight on Border Land and Case Street and 12,000 lbs per axle/65,000 lbs gross weight on all other City of Washburn streets. This is in accordance with Ordinance #133 and fines will be given to anyone not in compliance and is effect until further notice.

Thomas motioned to impose load restrictions on Washburn streets effective March 10th, 2015, 8:00 am and seconded by Jacobson. Discussion: Moran asked about Waste Management trucks and garbage pick-up. Thomas stated that he had contact with Waste Management and will be talking with them again. He said the contract does not deal with any waivers nor deals with conditions when load restrictions are placed. He plans to suggest a rear load truck and stay in the middle of the street which redistributes the weight of the truck and possibly doing half loads and avoiding fast starts and stops. Jacobson asked if the current truck is able to reach both sides from the center. Thomas states he wants a rear load and 2-men team. He has an email into Waste Management asking for information on their policies and procedures on dealing with load restrictions. Roll call, Aye: Bauer, Moran, Jacobson, Thomas, and Nay: none. Absent: Baumann. Motion carried.

A citizen has asked him (Commissioner Thomas) about the policy of the American Legion Bar being the only option if renting the Memorial Building and wanting alcohol served and also complained that American Legion bartenders drink while working. Moran asked who had made the complaint; Thomas declined to give that information to which Moran responded that the complaint was then considered a non-issue. Jacobson asked if people can bring their own alcohol, and Moran stated no. Thomas referred to the contract which states that all alcohol must be purchased from the American Legion. Bauer stated he agreed with Moran that the person should come before the Commission and ask about the bar and bartenders themselves and then Moran, who is responsible for the bartenders, could respond to their complaint. Jacobson said he was confident that after hearing this Moran will address it with the bartenders anyway.

Thomas asked Deputy Auditor Hendrikson how many free roll-offs we get per year, she will check and get back to him.

Moran: Nothing

Hendrikson: The ad for summer help has been placed for the next 3 weeks along with the Demolition ad for the next two weeks. The walkthrough for the lumber yard is on March 18th, 10:00 am.

Bauer: Zimmerman requested approval for a refurbished computer for the office which is currently running Windows XP and is outdated, not to exceed \$200.00 Jacobson motioned to

approve the funds for a refurbished computer for the City office with a \$200.00 or less replacement cost and seconded by Moran. Discussion: none. Roll call, Aye: Bauer, Moran, Jacobson, Thomas, and Nay: none. Absent: Baumann. Motion carried.

Zimmerman requested the approval to purchase (2) licenses of Microsoft Office 2013 for the Administrative computers; current software is outdated and no longer compatible with the accounting software, not to exceed \$700.00. Bauer motioned to approve the request and seconded by Moran. Discussion: none. Roll call, Aye: Bauer, Moran, Jacobson, Thomas, and Nay: none. Absent: Baumann. Motion carried.

Bills:

#	Date	Check Name	Check Amt
2894	02/10/2015	NAPA AUTO PARTS	\$18.88
6906	02/26/2015	AE2S	\$8,263.24
6907	02/26/2015	AMERICAN FUNDS	\$891.07
6908	02/26/2015	BLUE CROSS BLUE SHIELD	\$6,755.87
6909	02/26/2015	JOHN HANCOCK ANNUITIES SERVICE	\$297.01
6910	02/26/2015	MCLEAN COUNTY SHERIFFS DEPT	\$10,951.94
6911	02/26/2015	MDU	\$145.15
6912	02/26/2015	ND WORKFORCE SAFETY	\$3,581.01
6913	02/26/2015	OTTERTAIL POWER	\$5,352.31
26850	02/03/2015	Hendrikson, Sharon	\$974.76
26852	02/03/2015	Price, Barbara	\$668.38
26853	02/03/2015	Rothmann, Bryan	\$1,753.16
26855	02/03/2015	Thomas, Adam L.	\$1,534.66
26856	02/03/2015	Vetter, Nadina	\$198.86
26857	02/03/2015	Zimmerman, Joan Raye	\$1,449.58
26858	02/03/2015	Zimmerman, Kim	\$1,495.11
26859	02/05/2015	MCLEAN CO TREASURE	\$146.72
26863	02/10/2015	AMERICAN FUNDS	\$690.31
26864	02/10/2015	AMERIPRIDE	\$194.16
26865	02/10/2015	BANYON DATA SYSTEMS	\$129.00
26866	02/10/2015	BOBCAT OF MANDAN, INC	\$319.64
26867	02/10/2015	CARDMEMBER SERVICES	\$1,584.92
26868	02/10/2015	DACOTAH PAPER CO	\$698.82
26869	02/10/2015	ENERBASE COOPERATIVE RESOURCES	\$433.00
26870	02/10/2015	FARMERS UNION INSURANCE	\$54.00
26871	02/10/2015	FLASH PRINTING	\$251.80
26872	02/10/2015	HAWKINS	\$3,797.57
26873	02/10/2015	KRAUSES SUPERVALU	\$32.53
26874	02/10/2015	LEADER NEWS	\$528.79

26875	02/10/2015	MCLEAN ELECTRIC	\$66.50
26876	02/10/2015	MDU	\$1,766.93
26877	02/10/2015	MVTL LAB	\$25.00
26878	02/10/2015	VERIZON WIRLESS	\$170.55
26879	02/10/2015	WAGON WHEEL LUMBER	\$4.00
26880	02/10/2015	WASTE MANAGEMENT	\$8,553.93
26881	02/10/2015	WEST RIVER TELEPHONE	\$633.08
26882	02/10/2015	WORKFORCE SAFETY & INSURANCE	\$50.00
26883	02/10/2015	ZIMMERMAN, JOAN	\$426.69
26889	02/10/2015	PENNYMAC LOAN SERVICE	\$581.16
26890	02/10/2015	VENTURE MARKETING	\$100.00
26891	02/10/2015	ODAY EQUIPMENT	\$217.00
26892	02/10/2015	ND DEPT OF HEALTH LAB SERVICES	\$32.00
26893	02/10/2015	ND DEPT OF HEALTH	\$35.31
26895	02/17/2015	Hendrikson, Sharon	\$997.61
26896	03/03/2015	VOID	\$0.00
26896	02/17/2015	Patterson, Elizabeth A.	\$660.36
26897	02/17/2015	Price, Barbara	\$600.23
26898	02/17/2015	Rothmann, Bryan	\$1,689.21
26899	02/17/2015	Thomas, Adam L.	\$1,493.50
26900	02/17/2015	Vetter, Nadina	\$177.00
26901	02/17/2015	Zimmerman, Joan	\$1,553.33
26902	02/17/2015	Zimmerman, Kim	\$1,490.53
26903	02/17/2015	HENDRIKSON, SHARON	\$644.81
26904	02/17/2015	ADAM THOMAS	\$65.40
26905	02/26/2015	US POSTAL OFFICE	\$162.03
26914	03/03/2015	Hendrikson, Sharon	\$961.06
26915	03/03/2015	Patterson, Elizabeth A.	\$313.32
26916	03/03/2015	Price, Barbara	\$645.65
26917	03/03/2015	Rothmann, Bryan	\$1,673.22
26918	03/03/2015	Thomas, Adam L.	\$1,437.37
26919	03/03/2015	Vetter, Nadina	\$264.46
26920	03/03/2015	Zimmerman, Joan	\$1,585.29
26921	03/03/2015	VOID	\$0.00
26922	03/03/2015	Zimmerman, Kim	\$1,431.92
26924	03/10/2015	ADAM THOMAS	\$203.40
26925	03/10/2015	AMERIPRIDE 1	\$191.87
26926	03/10/2015	ASC CONSTRUCTION	\$459.00
26927	03/10/2015	BANYON DATA SYSTEMS	\$2,080.00
26928	03/10/2015	BHG LEADER NEWS, INC	\$398.68
26929	03/10/2015	CARDMEMBER SERVICES	\$521.58

26930	03/10/2015	COLONIAL RESEARCH	\$150.78
26931	03/10/2015	ENERBASE COOPERATIVE RESOURCES	\$347.27
26932	03/10/2015	HAWKINS	\$4,706.76
26933	03/10/2015	INDUSTRIAL LUBRICANT COMPANY	\$538.67
26934	03/10/2015	MAHLUM GOODHARDT PC	\$7,375.00
26935	03/10/2015	MATTHEW BENDER LEXIS NEXIS	\$22.44
26936	03/10/2015	MCLEAN ELECTRIC	\$31.50
26937	03/10/2015	MIDWEST DOORS	\$1,298.60
26938	03/10/2015	MVTL LAB	\$25.00
26939	03/10/2015	ND DEPT OF HEALTH LAB SERVICES	\$32.00
26940	03/10/2015	ODAY EQUIPMENT	\$217.00
26941	03/10/2015	PROTECTION SYSTEMS INC	\$360.00
26942	03/10/2015	SCOTTS HARDWARE	\$151.13
26943	03/10/2015	SOUTHWEST BUSINESS MACHINES IN	\$96.97
26944	03/10/2015	SPECIALIZED CLEANING & RESTORA	\$1,158.95
26945	03/10/2015	STARION BOND SERVICE	\$574,848.50
26946	03/10/2015	VERIZON WIRLESS	\$78.96
26947	03/10/2015	WAGON WHEEL LUMBER	\$52.23
26948	03/10/2015	WASTE MANAGEMENT	\$8,386.21
26949	03/10/2015	WEST RIVER TELEPHONE	\$637.64
26950	03/10/2015	ZENON ENVIRONMENTAL CORP	\$13,499.58

Thomas motioned to pay the bills and seconded by Moran. Discussion: None. Roll call, Aye: Bauer, Moran, Jacobson, Thomas, and Nay: none. Absent: Baumann. Motion carried.

Commissioner Bauer motions to adjourn.

Meeting Adjourned.

President

Attest