

**Washburn City Commission
Minutes
Monday, October 10th, 2016
6:30 p.m., City Hall**

Commission Members Present: Thomas, Kroll, Boehm, and Jacobson and Absent: Baumann.

Commissioner Thomas called the meeting to order.

Motion to approve minutes from the August 15th, 2016, City Commission Meeting, Kroll and seconded by Jacobson. Discussion, none. Roll call: Aye, Boehm, Jacobson, Kroll, Nay, none. Absent: Baumann and abstain: Thomas. Motion carried.

Motion to approve minutes from the August 22nd, 2016 City Commission Meeting, Jacobson and seconded by Boehm. Discussion, none. Roll call: Aye, Thomas, Boehm, Jacobson, Kroll, Nay, none. Absent: Baumann. Motion carried.

Motion to approve the minutes from the September 12th, 2016 City Commission Meeting, Thomas and seconded by Jacobson. Discussion: Thomas asked for the minutes to be amended to include that residents Winter's and Oberg's were both in agreement to the running of go carts for the three designated dates. Commissioner Boehm asked to amend his portfolio and comments about the Airport to read the mixer design for the pavement was due October 14th, instead of the original language stating it was being poured. Roll call: Aye, Thomas, Boehm, Jacobson, Kroll, Nay, none. Absent: Baumann. Motion carried.

Motion to approve the minutes from the September 22nd, 2016 City Commission Meeting, Jacobson and seconded by Boehm. Discussion: none. Roll call: Aye, Thomas, Boehm, Jacobson, Kroll, Nay, none. Absent: Baumann. Motion carried.

Motion to approve the financials for September, 2016, Kroll and seconded by Boehm. Discussion: none. Roll call: Aye, Thomas, Boehm, Jacobson, Kroll, Nay, none. Absent: Baumann. Motion carried.

Motion to approve the special assessment interest rates as presented by Attorney David Lindell that includes a blended rate of 3.125 % for Streets, 2.575 % for Water and Sewer, Thomas and seconded by Jacobson. Discussion: Zimmerman and Lindell explained the blended interest rate for street assessments which included part bond money and SRF funding and Zimmerman informed that residents had the option of paying their entire assessment at City Hall up to October 21st to avoid interest, and before the assessments are sent to the county. Roll call: Aye, Thomas, Boehm, Jacobson, Kroll, Nay, none. Absent: Baumann. Motion carried.

A special meeting with Mike Manstrom was scheduled for October 17, 4:30 p.m. at City Hall for the purpose of reading resolutions pertaining to bonding of the 2016 Street & Utility Project.

Request to purchase land from Klay Hetletved, 81 0001 00002 000, PART UNPLATTED ORIGINAL TOWNSITE LYING 79.1' SE'LY OF SE CORNER OF LOT 1 BLK 1. Thomas asked the process for the transaction as it was currently owned by McLean County. Zimmerman received information from

County Auditor Les Korgel that it would be best for the City to purchase from County and then sell to Mr. Hetletvedt. Thomas asked if the City purchases, then does the land need to go up for bids. City Attorney David Lindell offered that if the land was valued at more than \$2500.00 it would need to be put up for bids. Thomas stated land this size would be quite a bit more valuable than that and Hetletvedt would run the risk of getting bid up and losing it. Thomas asked the size, approximately 1.6 acres. Given that this land would garner interest from many people, it is not in the best interest of the City. He recommends for Hetletvedt to work with the County instead. Thomas offers to table the item to allow for Hetletvedt to talk with Lindell, and continued he would love for him to get it, but must follow the law.

Request from Ron Possen, Captain's Cabin for a special liquor license to serve a function at RiverAg on October 29th, 2016. Motion to approve special liquor license for Captain's Cabin, Thomas and seconded by Jacobson. Discussion: all fees have been paid and this is the 3rd year the Cabin has provided this service. Roll call: Aye, Thomas, Boehm, Jacobson, Kroll, Nay, none. Absent: Baumann. Motion carried.

Resident Don Winter gave feedback to the City Commission on the go cart track that borders his property. He shared with the Commission that he felt it was intrusive and interfering with his family life; he and his wife did not like it nor considered it a pleasant time, but included that they would not have an issue for Hooter & Scooter to run for a special event like River Boat Days. Thomas thanked Winter for coming saying it was a trial thing and if is going to be that disruptive then maybe it will only be ran during Riverboat Days or other events. Jacobson stated that when he was there, it seemed more the voices and people were loud as were the cars, other residents stated the voices carried a lot. Winter added that the weather was really bad so they did not have much business. Thomas added that as far as he was concerned, if it was that much of a disruptions, other than the exception of Riverboat Days, it probably will not be allowed again and he asked for other thoughts from the Commission. Jacobson said he would go with whatever the people thought.

Other residents weighing in on the go carts were Don Simon who stated it was a steady hum all day and commented on the noise from the voices. Ryan Oberg stated that he agreed with Winter adding that even in his basement with windows closed he could still hear the noise. Jen Lincoln, who was not in attendance, stated to Winter that the exhaust fumes caused problems for her as her home borders the property.

The City Commission discussed the remaining day that was approved for the go carts to operate. Zimmerman shared she had received a flyer that morning and noted to the Commission that it seemed that it was not only a birthday party as presented at the previous meeting. It was now a birthday party in conjunction with normal operating hours and charging and was advertised as open to the public on social media. Zimmerman stated that when she asked Matthews he confirmed it was a party and open to public, but she would call to confirm. Jacobson adds it is going to be difficult to address this situation on going and every time Hooter & Scooter wants to have an event.

Jacobson talked with City Attorney and League of Cities and it is appropriate for the Commission to give approval for events. Commissioner Jacobson suggested putting together an ordinance laying out the special permit, Zimmerman will do research on the topic. Ann Oberg stated that she wants it known that the residents were informed of and agreed to a private party but that it is now not going to happen, even though they have no intention of stopping the event. Thomas stated that Hooter & Scooter going around what was agreed upon was not going to look good for them in the future and for future requests.

Jacobson would like to put together a special use ordinance. Thomas said there should be some research in to the idea before taking to David Lindell.

Motion to approve the roof and gutter repair proposal for the Old Courthouse by the McLean County Museum in the amount of \$6100.00, and to be done by Prairie Carpet Services, Thomas and seconded by Jacobson. Discussion: The roof has been leaking. The bid is for the proper flashing and new sheeting to protect the area inside. It is a flat roof, no shingles involved. This money was set aside in the budget for 2016. This will get the work done prior to winter setting in. There is also a bid for windows that will be taken look at at another time. Roll call: Aye, Thomas, Boehm, Jacobson, Kroll, Nay, none. Absent: Baumann. Motion carried.

The bid for windows at the old museum were discussed. Ronda Johnson explained how some windows were broken and need women windows boarded up and others replaced. This will be looked at in the spring.

Motion to approve the demolition permit for Dan Beutler, Thomas and seconded by Boehm. Discussion: Boehm asked if it was the entire structure, Thomas confirmed. Roll call: Aye, Thomas, Boehm, Jacobson, Kroll, Nay, none. Absent: Baumann. Motion carried.

Motion to approve the conditional use permit for Dan Beutler to build storage units and a contractor yard and office. Thomas and seconded by Boehm. Discussion: Jacobson concerned about outside storage and impact to the area. Klein asked if it is zoned commercial. Zimmerman stated the rules as to where he can place a building will not change, however where he can change the placement as long as it is within the guidelines of P & Z Ordinance. Additional questions will be covered with a building permit. Roll call: Aye, Thomas, Boehm, Jacobson, Kroll, Nay, none. Absent: Baumann. Motion carried.

Commissioner Boehm told the Commission that the Sioux Ferry was damaged during a break in, Zimmerman will look into an insurance claim, a police report has been filed. There was damage to the windows as well as AV equipment. Zimmerman will also talk with Tom Neary.

A proposal was received to replace the roof at the Memorial Building from Chavrat Construction. The bid was given in July, but he will honor the price next spring also. Thomas asked if other companies were talked to. Zimmerman says a number of companies were approached and he was the only one to return the call or come out. Jacobson questioned the inclusion of a crane in the estimate. Zimmerman will call.

Dick Bickert requesting land owned by his family to be excluded by petition and ordinance from the corporate city limits of Washburn as there were no improvements to the land, (approximately 85 acres). He stated that at the time of inclusion, it was to benefit the sales and use fund and his family was assured there would be no problems for them. Now with special assessments, they are seeing unwanted impact and would like to have it now excluded. There is no access to the land, it is used for some haying and rental for horses; there is no benefit to the City for this. He said David Lindell wrote the Ordinance and told him they would be within their rights to request this and it follows what Schultz's did last year. Commissioner Jacobson requested time to consider the request, noted that if Bickerts were to sell, it would be at a huge benefit to them. Item is tabled.

Motion to approve the transfer of funds from the MMDA account for Pay 3 to Wagner Construction, the payment was previously approved and accessing these funds to pay the contractor will avoid interim funding while the City waits for bond money to come in, Thomas and seconded by Boehm. Discussion: Zimmerman said this is an approval in the event funding does not come in. Roll call: Aye, Thomas, Boehm, Jacobson, Kroll, Nay, none. Absent: Baumann. Motion carried.

Jasper Klein, AE2S, gave an update on the 2016 Street & Utility Project. Work is progressing through the rain. Most of the subgrade is complete and remaining streets are drying out, still working on curb, sidewalk and seeding. This will finish up the last three blocks of pavement and the remaining concrete will be completed.

The sidewalk project scheduled for this fall has been rescheduled for spring of 2017. Commissioner Thomas agreed as long as the prices are honored. Chip seal is scheduled for 2017 due to weather time constrictions, and this close to winter we run the risk of the blade taking off a lot of it. Zimmerman asked if the new area would be chip sealed also, Thomas stating he does not want the 2016 included-wanting it to set a year or two prior. Klein recommended the area through the coulee.

The substantial completion date for the 2016 Street & Utility Project has been moved to October 28th, 2016, the original date was October 8th, 2016. At the time of the meeting, Klein had not responded to the request, but he does not see it as a problem as long as the weather is good. Thomas agrees that the weather has definitely played a role in the delay of work at this point.

Portfolios:

Jacobson: He and Commissioner Kroll will be doing employee evaluations in the next couple of weeks and the water treatment plant has installed cameras and a door bell.

Boehm: none.

Kroll: none.

Baumann: absent.

Thomas: none.

Bills:

021875E	WASHBURN FIRE DEPARTMENT	\$61,276.75
021876E	GLOBAL PAYMENTS	\$159.44
021877E	VERIZON WIRLESS	\$87.31
021878E	REVTRAK	\$231.69
021879E	INTERNAL REVENUE SERVICE	\$2,883.49
021880E	INTERNAL REVENUE SERVICE	\$3,281.55
021881E	BLUE CROSS BLUE SHIELD	\$6,139.85
021882E	Farmers Security Bank	\$15.00

021883E	Farmers Security Bank	\$147.00
28122	Fuchs, Nancy L.	\$44.64
28123	Hendrikson, Sharon	\$1,039.00
28124	Hillerud, Nancy J	\$212.40
28125	Ogden, Mark	\$472.59
28126	Rothmann, Bryan	\$1,744.91
28127	Thomas, Adam L.	\$1,542.63
28128	Zimmerman, Joan	\$1,449.37
28129	Zimmerman, Kim	\$1,381.47
28130	Fuchs, Nancy L.	\$100.05
28131	Hendrikson, Sharon	\$1,086.89
28132	Hillerud, Nancy J	\$101.58
28133	Ogden, Mark	\$552.37
28134	Patterson, Elizabeth A.	\$438.60
28135	Rothmann, Bryan	\$1,744.91
28136	Thomas, Adam L.	\$1,550.39
28137	Zimmerman, Joan	\$1,579.76
28138	Zimmerman, Kim	\$1,208.14
28139	Hunze, Lauren	\$934.11
28142	AE2S	\$61,748.65
28143	AMERICAN FUNDS	\$920.24
28144	AMERIPRIDE	\$232.27
28145	BANYON DATA SYSTEMS	\$865.00
28146	BHG LEADER NEWS, INC	\$1,446.00
28147	BOEHM, REESE	\$771.47
28148	CARDMEMBER SERVICES	\$32.54
28149	CHECKS UNLIMITED	\$591.26
28150	CIRCLE SANITATION	\$22,023.00
	ENERBASE COOPERATIVE	
28151	RESOURCES	\$462.30
28152	HAWKINS	\$240.00
28153	HELPER GUY	\$800.00
28154	HENDRIKSON, SHARON	\$43.20
	JOHN HANCOCK ANNUITIES	
28155	SERVICE	\$302.33
28156	J-S SANITATION	\$80.00
28157	LIBERTY BUSINESS SYSTEMS	\$53.95
28158	MCLEAN COUNTY SHERIFFS DEPT	\$12,295.77
28159	MCLEAN ELECTRIC	\$88.50
28160	MIDCO	\$75.00
28161	MVTL LAB	\$92.00
28162	NAPA AUTO PARTS	\$305.68
28163	ND DEPT OF HEALTH LAB SERVICES	\$32.00
28164	ND LEAGUE OF CITIES	\$20.00
28165	ONE CALL CONCEPTS	\$29.30
28166	OTTERTAIL POWER	\$5,002.25
28167	RDO EQUIPMENT	\$2,062.23
28168	SALHUS SEPTIC PUMPING	\$300.00
28169	SCHOOL PRODUCTS & EQUIPMENT	\$8,525.85

28170	SCOTTS HARDWARE	\$221.35
28171	UNIQUE	\$169.46
28172	UNLIMITED EXCAVATING	\$7,592.50
28173	WAGON WHEEL LUMBER	\$103.87
28174	WEST RIVER TELEPHONE	\$636.79
28176	AMERICAN FUNDS	\$920.24
28177	Void	\$0.00
28178	ASC CONSTRUCTION	\$459.00
28179	JOHN HANCOCK ANNUITIES SERVICE	\$302.33
28180	MCLEAN COUNTY SHERIFFS DEPT	\$12,295.77
28181	MDU	\$202.04
28182	OTTERTAIL POWER	\$5,154.21
28183	WASHBURN AIRPORT AUTHORITY	\$4,227.00
28184	WASHBURN PARK BOARD	\$6,250.00

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

Meeting adjourned.

Joan Zimmerman, Auditor
City of Washburn