

**Washburn City Commission Meeting
October 12th, 2015 6:30 pm-Washburn City Hall**

The Washburn City Commission met on Monday, October 12th, 2015 at 6:30 pm in the Washburn City Hall. The following Commissioners were present: Commissioner Thomas, Kroll, Jacobson, Baumann and Moran, Commissioners Absent: none

Commissioner Thomas called the meeting to order.

Commissioner Thomas read the following statement: *Apparently, someone thinks the city might be in violation of open meeting laws. A committee was set up to review the proposals for garbage contracts. The meeting was not advertised to the public or newspaper, much the same as other committee meetings in the past. This is not a decision making committee; purpose is to go through proposals, provide information comparison, and a possible recommendation to the city commission. The City of Washburn wants to make sure we are not violating any open meeting laws, so we will have the Auditor make a request for an Attorney General opinion on this matter. We will request this opinion for any committee and board meetings that deals with public funds.*

Commissioner Jacobson added that the city website has been changed and the calendar is now larger on the home page. He requests that all city related business and information be put onto the calendar and to keep it public knowledge.

Approval of September and October 9th minutes tabled as Commissioner Thomas did not have time to read them due to Zimmerman not including them in the email packet sent to Commissioners.

Motion to approve the September 2015 financial statements, Moran and Kroll seconded. Discussion, none. All in favor, motion carried.

Darla Leidy, Wilton Prom Committee, requesting the fee for the Memorial Building be waived for an after prom party. Motion to approve the fee waiver the weekend of April 9th, 2016 for the Wilton Prom Committee, Thomas and seconded by Baumann. Discussion: Thomas asks about the deposit. Zimmerman confirms that a deposit will still be required. All in favor, motion carried.

Clayton Verke, Washburn Fire Chief, and Travis Verke were present to discuss bids and funding options for a new fire truck. Clayton told commissioners that they received (5) bids and then specked out a truck from Velva. The total amount of the fire truck will be approximately \$263,000. At the meeting on Thursday morning, it was discussed that the Fire Department currently has \$33,000 in CD's and the Rural Fire Department and the City of Washburn would need to each give \$115,000. The Fire Department has \$40,000 already funds from the City. They need \$90,000 up front by November and the balance in 6-9 months. The Fire Department would also ask Sales and Use Fund and sell the old truck.

Motion to approve the purchase of a new fire truck with the provision that the Rural Fire Protection District does the same, Jacobson and seconded by Kroll. Discussion, none. All in

favor, motion carried.

Motion to accept that all trucks, vehicles, and equipment in the possession of the Washburn Fire Department is considered as a joint and equal ownership between the City of Washburn and the Washburn Rural Fire Protection district regardless of the titled name on any trucks, vehicles or equipment, Kroll and seconded by Baumann. Discussion: Thomas thinks it makes sense. All in favor, motion carried.

Motion to approve a re-plat for Brad Teigen of Outlot A SW1/4 of Section 13, Township 144 N Range 82 West, with a recommendation from the Planning & Zoning Committee, Thomas and seconded by Kroll. Discussion: the re-plat reconfigures the Outlot behind properties owned by himself, Gary Kienzle and Tom Merke. The re-plat also vacates an old utility easement and will dedicate a new one. All in favor, motion carried.

Motion to approve a Special Liquor License for Captain's Cabin for an event at RiverAg on October 24th, Moran and seconded by Jacobson. Discussion none. All in favor, motion carried.

Motion to sell Lots 1-6 in Block 11 of Veeder's Addition, to Tyler Vetter in the amount of \$24,000.00, Kroll, and seconded by Moran. Discussion none. All in favor, motion carried.

Motion to approve the Dissemination Agent Agreement between the City of Washburn and Dougherty & Company LLC., Baumann and seconded by Kroll. Discussion: This will allow Dougherty & Company to file reports on behalf of the City of Washburn that need to be reported due to new regulations. Staying current on reporting is required for future bonding. All in favor, motion carried.

Garbage contract discussion. Proposals were received from Waste Management, Dakota Sanitation, and Circle Sanitation. Commissioner Thomas notified the (3) companies giving information that they would be limited to 10 minutes each. Proposals are available at City Hall. Additional

Motion to accept the bid and contract with Circle Sanitation with the stipulation of lighter loads in the spring and with consideration to new roads, Baumann and seconded by Kroll. Discussion: Jacobson asked about the increase in commercial rates and how it would affect businesses. He furthered to discuss if residents would see a decrease in their bill since the rate the city is charged would go down. Zimmerman stated that in the past couple of years it has been a straight pass through as rates have gone up but services offered have gone down. It would be nice to have rates lowered without the loss of services. Jacobson asked Ed Barnhardt, who also served on the garbage committee, how he felt about the bid from Circle Sanitation. He stated that the commercial rates were higher, but that the savings on the residential side are hard to ignore. Roll Call: Aye, Jacobson, Baumann, Moran, Kroll, Thomas, Nay, none. Motion carried.

Second and final reading of Ordinance No. 150, Exclusion of Property owned by Patty Schulz. Motion to approve Ordinance No. 150, Exclusion of Property by Thomas and seconded by Moran. All in favor, motion carried.

The curbs along 6th Street behind the school will be painted to indicate No Parking. Too many

cars are parking along the street making garbage pickup for the school difficult.

Jasper Klein, AE2S Engineering reported on the closing of the 2014-2015 Street Projects. He gave a punch list of items that the contractor is in the process of fixing and includes a few areas along Missouri Avenue. Commissioner Jacobson asked about the width of Missouri Avenue. Klein stated that the plans were approved prior to this commission and the overall cost factored in the decision. Other items that need to be addressed and were discussed: the absence of a manhole at the end of 14th Street, the cleaning out of sand and gravel from the sewer, spickets drying out on residential buildings, retaining wall for Jane Kuntz, more gravel, cement driveway fix and small sidewalk repair for George Buchholz, steps for Oberlander and the portable toilet needs to be picked up. Sixth and Seventh Streets have been milled and should be asphalted in 2-3 weeks.

Items Mr. Klein would like to discuss in the future include: possible master plan for future projects and 2016 Street & Utility Project. He informed the commission of warranty work issues with the subcontractor, Bituminous Paving and recommends not paying them for current work until he has been in contact with Quam and Bituminous asking for resolution of the problems.

It is agreed that Commissioners Thomas and Jacobson, Zimmerman, Public Works and AE2S will meeting on Tuesday, October 20th to discuss 2016 Street Projects.

Portfolios

Jacobson: discussed water solutions for McLean Sheridan and the use of a new chemical to combat disinfection byproducts.

Baumann: Nothing to Report

Kroll: Nothing to Report

Moran: Nothing to Report

Thomas: Asked about the house on Main Street and the ND Department of Health. Zimmerman reported that she still has not received any documentation, but will follow up. A request to public works to put together a list of properties that are in need of mowing, Commissioner Thomas offered to go with Rothmann when properties are inspected. Requested Zimmerman to put the video on the website and she explained that it had inadvertently been moved when she adjusted the calendar on the home page, but would correct it. The Burning Ordinance never received a second reading, it will be added to the November meeting agenda. He also requested that Zimmerman get more information emailed to Commissioners and referenced that this time the minutes were not attached. Zimmerman explained that the files get too large to send but that the information is always available in the office. Thomas suggested that more than one email can be sent.

Bills:

000249E	GLOBAL PAYMENTS	10/8/2015	\$65.04
000250E	REVTRAK	10/8/2015	\$165.41
000251E	AFLAC	10/8/2015	\$902.65
000252E	BLUE CROSS BLUE SHIELD	10/8/2015	\$7,329.57
000253E	INTERNAL REVENUE SERVICE	9/1/2015	\$2,717.34
000254E	INTERNAL REVENUE SERVICE	9/15/2015	\$2,599.64
000255E	INTERNAL REVENUE SERVICE	9/30/2015	\$15.80
000256E	INTERNAL REVENUE SERVICE	9/30/2015	\$289.28
000257E	INTERNAL REVENUE SERVICE	9/30/2015	\$2,581.00
000258E	HOFFER ARBORIST SERVICE	10/8/2015	\$750.00
27360	US POSTAL OFFICE	8/31/2015	\$171.10
27361	Hendrikson, Sharon	9/15/2015	\$942.14
27362	Ogden, Mark	9/15/2015	\$459.74
27363	Rothmann, Bryan	9/15/2015	\$1,763.80
27364	Thomas, Adam L.	9/15/2015	\$1,448.60
27365	Vetter, Nadina	9/15/2015	\$220.73
27366	Zimmerman, Joan Raye	9/15/2015	\$1,506.48
27367	Zimmerman, Kim	9/15/2015	\$1,452.86
27368	AE2S	9/9/2015	\$24,990.64
27369	AMERIPRIDE	9/9/2015	\$235.13
27370	ASC CONSTRUCTION	9/9/2015	\$459.00
27371	CARDMEMBER SERVICES	9/9/2015	\$555.49
27372	DIRTY DEEDS EXCAVATING	9/9/2015	\$1,526.70
27373	DOCS SHOP ENERBASE COOPERATIVE RESOURCES	9/9/2015	\$420.81
27374		9/9/2015	\$441.63
27375	FERGUS POWER PUMP, INC	9/9/2015	\$640.84
27376	HAWKINS	9/9/2015	\$5,079.90
27377	JOHN HANCOCK ANNUITIES SERVICE	9/9/2015	\$594.02
27378	J-S SANITATION	9/9/2015	\$100.00
27379	KRAUSES SUPERVALU	9/9/2015	\$29.56
27380	LEADER NEWS	9/9/2015	\$734.38
27381	Matthew Bender	9/9/2015	\$22.94
27382	MCLEAN COUNTY SHERIFFS DEPT	9/9/2015	\$10,951.94
27383	MDU	9/9/2015	\$126.08
27384	MVTL LAB	9/9/2015	\$25.00
27385	ND DEPT OF HEALTH LAB SERVICES	9/9/2015	\$32.00
27386	ND SEWAGE PUMP LIFT STATION SV	9/9/2015	\$9,787.50
27387	ONE CALL CONCEPTS	9/9/2015	\$59.40
27388	QUAM CONSTRUCTION	9/9/2015	\$288.00
27389	RDO EQUIPMENT	9/9/2015	\$97.20
27390	SALHUS SEPTIC PUMPING	9/9/2015	\$300.00
27391	SCOTTS HARDWARE	9/9/2015	\$224.40
27392	SNAP ON SOUTHWEST BUSINESS MACHINES IN	9/9/2015	\$38.20
27393		9/9/2015	\$140.47
27394	UNLIMITED EXCAVATING	9/9/2015	\$6,675.00
27395	WAGON WHEEL LUMBER	9/9/2015	\$7.99
27396	WASTE MANAGEMENT	9/9/2015	\$207.01
27397	WEST RIVER TELEPHONE	9/9/2015	\$645.73

27398	ZIMMERMAN, JOAN	9/9/2015	\$105.38
27399	CITY OF GARRISON	9/17/2015	\$40.00
27401	MCLEAN ELECTRIC	9/17/2015	\$66.50
27402	ND DEPT OF HEALTH LAB SERVICES	9/17/2015	\$32.00
27403	THOMAS, ADAM	9/17/2015	\$59.95
27404	WASTE MANAGEMENT	9/17/2015	\$9,270.73
27405	Hendrikson, Sharon	9/29/2015	\$974.10
27406	Ogden, Mark	9/29/2015	\$493.81
27407	Rothmann, Bryan	9/29/2015	\$1,673.22
27408	Thomas, Adam L.	9/29/2015	\$1,441.10
27410	Zimmerman, Joan Raye	9/29/2015	\$1,624.68
27411	Zimmerman, Kim	9/29/2015	\$1,415.17
27412	Hunze, Lauren	9/28/2015	\$934.11
27414	HENDRIKSON, SHARON	9/28/2015	\$52.37
27415	OTTERTAIL POWER	9/28/2015	\$4,956.09
27416	Zimmerman, Joan	9/28/2015	\$266.80

Motion to pay bills with the exception of the Bituminous Paving, Thomas and seconded by Jacobson. Discussion, none. All in favor, motion carried.

Meeting adjourned.

Joan Zimmerman, Auditor
City of Washburn