

Washburn City Commission
Official Meeting Minutes
Monday, September 12, 2022
Following the budget public hearing, City Hall

Members Present: Larry Thomas, Don Simon, Keith Hapip, Jamie Weber, Timothy Dockter
Absent: None

President Thomas called the regular commission meeting to order at 6:01 P.M.

Thomas motioned to include the Pledge of Allegiance at all city commission meetings. Dockter seconded. Upon roll call, all members present voted aye. Motion carried. The commander and color guard presented the flags. Pledge of Allegiance was recited.

Dockter motioned to approve August 8, 2022 commission meeting minutes. Hapip seconded. Upon roll call, all members present voted aye. Motion carried.

Brandt informed the commission that a correction was needed in the August 22, 2022 minutes. Weber was absent from the special meeting. Hapip motioned to approve August 22, 2022 special commission meeting minutes with the correction. Dockter seconded. Upon roll call, all members present voted aye. Motion carried.

Brandt said August financials weren't ready yet due to some discrepancies with the ACH files.

Thomas motioned to accept the pledge of securities from TruCommunity Bank. Dockter seconded. Upon roll call, all members present voted aye. Motion carried.

Dockter motioned to approve the gaming permit submitted by St. Edwin's Catholic Church. Hapip seconded. Upon roll call, all members present voted aye. Motion carried.

Mark Baisch expressed some concerns as a citizen of the community on how portfolio assignments are determined and how they can be restructured. Dockter said that removing a commissioner off a board is a last resort not a first resort. The problems need to be addressed first and tried to be worked out.

The library board will have an opening at the end of the month. They do have a person of interest, but the commission would like it to be advertised in the paper for two weeks like all the other boards have to do. A person will be appointed at the October meeting.

Garrison Diversion was present to discuss the Red River Valley Water Supply Project. The FEMA grant that the City currently has would not transfer to this project. There are two other possible grants that the city would apply for to help cover their cost share. The route from their intake into the cities water treatment plant has not been decided on and easements have not been secured. To move forward with this project, they would need a letter from the city stating that they are interested in moving forward.

McLean County Multi-Hazard Mitigation Plan is required every 5 years as a condition of future funding for mitigation projects under FEMA. Brandt read the Mitigation plan. Dockter motioned

to accept the Hazard Mitigation Plan. Hapip seconded. Upon roll call, all members present voted aye. Motion carried.

Thomas motioned to accept the estimate from Quality Asphalt Repair for \$39,035.50. Simon seconded. Upon roll call, all members present voted aye. Motion carried.

The commission is looking at a street repair project for next summer. Pleasant Acres and Sundown Park 4th Addition will be the first area to be repaired. A special assessment district needs to be created which include all the properties to be assessed. Dockter motioned to move forward with the street repair project. Simon seconded. Upon roll call, all members present voted aye. Motion carried.

Washburn is on the SWC pre-commission meeting agenda. Larry is going to attend as he would like to pursue Washburn having their own intake. Hapip motioned to pursue the city having their own intake. Docker seconded. Discussion was held and Thomas informed the commission that he would like to ask for 75% cost share and the FEMA grant be used for local cost share since the city sells water to a rural entity. Hapip amended his motion for Larry to present on behalf of the commissioners to the state water commission asking for the 75% cost share since the City of Washburn would like to pursue their own intake at this time. Dockter seconded. Upon roll call, all members present voted aye. Motion carried.

AE2S Update:

-Connection to Red River Valley Water Supply Project was discussed with Garrison Diversion. There has not been a tech memo sent.

-Intake project was discussed

-Street Improvement project – Eric will get the verbiage sent over that needs to be read and motioned to accept to proceed with the street project.

Dockter motioned to approve the 2023 budget. Hapip seconded. Upon roll call, all members present voted aye. Motion carried.

Portfolios:

Dockter – still trying to get a special meeting set up with the Park Board

Weber – threw out the idea of getting wifi thermostats for the Memorial Hall. Will get a cost estimate for this.

Hapip – HR is working on putting together a raise increase for receiving water certifications. Library board will have a special meeting Monday, September 19 at 7 pm to discuss the grant for receiving books geared towards children.

Simon – nothing

L. Thomas – nothing

Brandt – Open walk at the Memorial Hall will resume October 1. City Hall will be closed from 1 pm to 3:30 PM on September 21st to attend the heath fair at the Memorial Hall.

A.Thomas – concrete work has been completed. Lagoon transfer valve is done. Fish cleaning station is closed for the season. The grinder motor went out. Matt & Zach will be attending water/sewer training.

Docker motioned to pay the bills.

-99838	363 WEST RIVER TELEPHONE	672.39
-99836	209 MIDCO	88.39
-99835	250 OTTERTAIL POWER	6724.08
-99834	65 CIRCLE SANITATION	8403.25
-99833	20 BANK OF NORTH DAKOTA	464100.00

-89669	66 Zachery Bredlow	135.20
-89668	Medicare EFTPS	22.40
-89667	Payroll	8736.58
-89661	FIT EFTPS	2695.72
-89660	AFLAC DAYCARE CHELSEY LAZIER	384.62
-89659	AFLAC-FLEX CHELSEY LAZIER	230.76
-89658	Payroll	8946.35
-89652	FIT EFTPS	2845.63
-89651	56 Matthew Richard	0.00
-89650	DENTAL BCBS	6265.60
31656	323 US POSTAL OFFICE	360.00
31657	AFLAC ACCIDENT AFLAC	266.76
31658	AD&D UNUM	59.77
31659	RETIREMENT AMERICAN FUNDS	1312.44
31660	323 US POSTAL OFFICE	193.07
31661	419 3D SPECIALTIES, INC	1416.00
31662	6 AE2S	2832.20
31663	11 ARAMARK	845.45
31664	16 AT& T MOBILITY	102.70
31665	54 CARDMEMBER SERVICES	49.37
31666	78 CORE & MAIN LP	10889.01
31667	117 ENERBASE COOPERATIVE	2804.21
31668	157 HAWKINS	12905.14
31669	168 INNOVATIVE OFFICE SOLUTIONS	102.91
31670	191 LIBERTY BUSINESS SYSTEMS	100.00
31671	204 MCLEAN COUNTY IMPLEMENT LLC	46.98
31672	205 MCLEAN COUNTY SHERIFF DEPT	14501.26
31673	213 MVTL	27.15
31674	217 ND DEPT HEALTH LAB SERVICES/MICRO	89.00
31675	216 ND DEPT OF ENVIRONMENTAL QUALITY	680.56
31676	229 ND STATE AUDITOR	11500.00
31677	239 NEWMAN SIGNS INC	862.29
31678	29 NORDAK NORTH PUBLICATIONS	183.22
31679	244 NRG TECHNOLOGY SERVICES	659.34
31680	248 ONE CALL CONCEPTS	28.60
31681	265 RDO EQUIPMENT	1138.34
31682	390 SANTANDER BANK, N.A.	35177.77
31683	282 SCOTTS HARDWARE	161.99
31684	283 SECURITY METRICS	1049.96
31685	384 SMITHY'S LLC	15.04
31686	381 VALLI INFORMATION SYSTEMS, INC	200.34
31687	337 WAGON WHEEL LUMBER	116.22
31688	360 WEBER ELECTRIC INC	1621.98
31689	411 WESTERN LIGHTING TECHNOLOGY	249.75
31690	410 ZACH BREDLOW	50.00

Hapip seconded. Upon roll call, all members present voted aye. Motion carried.

Next regular commission meeting is October 10, 2022.

Thomas adjourned the meeting at 8:26 p.m.

Chelsey Brandt, Auditor

City of Washburn

Larry Thomas, President

City of Washburn