

Washburn City Commission
Official Meeting Minutes
Monday, October 14 2024
6:00 p.m., City Hall

Members Present: Keith Hapip, Miranda Harvey, Mark Lelm, Jamie Weber, Timothy Dockter

Absent: None

President Mark Lelm called the regular commission meeting to order at 6:15 P.M.

Pledge of allegiance was recited.

Lelm asked to scratch agenda item #17 and #19. He filed a complaint on two of the commissioners. Clarification was made it was agenda items #18 and #19. Hapip motioned to reject his statement. Dockter seconded. Harvey-aye, Hapip-aye, Dockter-aye, Weber-aye, Lelm-nay. Motion passed.

Lelm motioned to read his formal complaint letter to the commission as agenda item #25. Weber seconded. Slander and defamation terminology was presented. Harvey-aye, Hapip-aye, Dockter-nay, Weber-aye, Lelm-aye. Motion carried.

Hapip motioned to approve the agenda as amended. Dockter seconded. Upon roll call, all members present voted aye. Motion carried.

Brandt asked for clarification on what account to pay Dirty Deeds invoice out of for moving the road by Hawkins. Dockter motioned to pay the invoice out of one cent sales tax. Hapip seconded. Upon roll call, all members present voted aye.

Dockter motioned to approve the bills. Lelm seconded. Upon roll call, all members present voted aye. Motion carried.

General Fund

-99619	437 J.P. MORGAN	2587.87
-99618	363 WEST RIVER TELEPHONE	1911.24
-99617	65 CIRCLE SANITATION	8284.13
-99616	421 MUTUAL OF OMAHA	27.00
-89181	AFLAC ACCIDENT AFLAC	389.62
	Payroll	12443.55
-89173	AFLAC DAYCARE CHELSEY BRANDT	833.32
-89172	FIT EFTPS	3967.17
-89171	DENTAL BCBS	4051.98
	Payroll	11976.81
-89163	FIT EFTPS	3659.20
	Payroll	12025.22
-89155	FIT EFTPS	3689.23
32743	463 S & R CONCRETE & CONSTRUCTION	640.00
32744	AD&D UNUM	58.94
32745	RETIREMENT AMERICAN FUNDS	1422.10
32746	323 US POSTAL OFFICE	277.20

32748	6 AE2S	3049.00
32749	16 AT& T MOBILITY	51.09
32750	466 AUTO VALUE BISMARCK	84.96
32751	64 CHELSEY BRANDT	599.76
32752	73 COAL CONVERSION COUNTIES	537.00
32753	92 DAKOTA SUPPLY GROUP	251.88
32754	465 DAWSON ERBER	300.00
32755	102 DIRTY DEEDS EXCAVATING	3650.00
32756	428 DOCKTER, TIM	170.18
32757	115 ELECTRONIC COMMUNICATIONS	900.00
32758	117 ENERBASE COOPERATIVE	26.80
32759	400 ERICA MEADOWS	280.84
32760	157 HAWKINS	4816.54
32761	447 HOLIDAY OUTDOOR DECOR	4650.00
32762	194 LINDELL LAW OFFICE	670.00
32763	436 MARCO	160.87
32764	205 MCLEAN COUNTY SHERIFF DEPT	15371.34
32765	464 MIRANDA HARVEY	613.56
32766	213 MVTL	53.75
32767	216 ND DEPT OF ENVIRONMENTAL QUALITY	297.12
32768	217 ND DEPT OF HEALTH- MICROBIOLOGY	75.00
32769	223 ND LEAGUE OF CITIES	550.00
32770	239 NEWMAN SIGNS INC	227.25
32771	29 NORDAK NORTH PUBLICATIONS	393.74
32772	244 NRG TECHNOLOGY SERVICES	1182.00
32773	248 ONE CALL CONCEPTS	30.20
32774	279 SALHUS SEPTIC PUMPING	200.00
32775	283 SECURITY METRICS	3808.98
32776	295 STARION BOND SERVICES	43352.50
32777	381 VALLI INFORMATION SYSTEMS, INC	100.64
32778	11 VESTIS	968.58
32779	348 WASHBURN PARK BOARD	2183.74
32780	364 WESTERN FRONTIER INSURANCE	20147.00

Sales & Use Tax

1612	DIRTY DEEDS EXCAVATING	20000.00
1613	WAIA	1684.86

Dockter motioned to approve September 9, 2024 meeting minutes. Hapip seconded. Upon roll call, all members present voted aye. Motion carried.

Dockter motioned to approve September financials. Hapip seconded. Upon roll call, all members present voted aye. Motion carried.

Dockter motioned to approve the waiver of fees for Washburn Lions Club. Harvey seconded. Upon roll call, all members present voted aye. Motion carried.

Lelm motioned to approve a waiver of fees for McLean Family Resource Center Halloween Bash. Weber seconded. Upon roll call, all members present voted aye. Motion carried.

Harvey motioned to approve a waiver of fees for Washburn Life's Santa Day event. Hapip seconded. Upon roll call, all members present voted aye. Motion carried.

Brandt explained some clarification was needed for the county for Krieg's tax exemption. Dockter motioned to approve Krieg's tax exemption up to \$150,000 for true and full value of all new single family property, exclusive of the land on which it is situated is exempt from taxation for the two taxable years of 2025 and 2026. Harvey seconded. Upon roll call, all members present voted aye. Motion carried.

Dockter motioned to appoint Donna Gunderson to the forestry board. Lelm seconded. Upon roll call, all members present voted aye. Motion carried.

Dockter provided a summary of the public hearing that was held on October 7th with the planning & zoning committee in regards to the conditional use permit allowing a new daycare to be built in town. The planning and zoning committee voted 4-1 to approve the conditional use permit.

Dockter motioned to approve the conditional use permit for the daycare facility. Harvey seconded. Lelm read a protest letter submitted by all the neighbors. After much discussion, all members present voted aye. Motion carried.

Intermission at 6:58 pm.

Lelm resumed the meeting at 7:05.

Brandt proposed two new street lights to be put up on Border Lane. Ottertail will install the poles for free but the city is responsible for the monthly fee. Dockter motioned to have Ottertail put in the two lights. Lelm seconded. Upon roll call, all members present voted aye. Motion carried.

The siren on bus barn has not been working. Electronic Communications came and replaced two fuses so far. They gave three different options the city could proceed with as the siren is showing some age. The battery backups on those sirens have never been good. Option three is to continue to run the siren as is with no battery backup. Dockter motioned to go with option three. Hapip seconded. Will look into some grant options available for this. Upon roll call, all members present voted aye. Motion carried.

Vestis contract was tabled until November.

Hapip began his prelim report from the committee meeting that was had between the city and the park board. Lelm interjected and asked what he discussed at the park board meeting that was on Hapip's report for an apology letter. Much Discussion.

Hapip read the apology letter he had typed up. He addressed how the governing body works that is taken from the Century Code. He stated why attending meetings on behalf of the City without permission is not acceptable. A heated discussion followed with members of the crowd being involved. Hapip motioned to have Lelm issue an apology letter to the Park Board. Harvey seconded. More discussion. Keith rescinded his motion. Lelm said he would issue an apology letter and file an official complaint against Hapip.

Weber reverted back to the committee meeting between the city and park board. It was determined that it was headed in the right direction and see that continue to build a positive relationship.

Dockter motioned to approve the membership renewal with Coal Conversion Counties. Hapip seconded. Upon roll call, all members present voted aye. Motion carried.

The American Legion would like to paint the stage over the Memorial Building with a matte black with the city purchasing the paint and the Legion reimbursing them. Discussion on why it was being done this way. Harvey motioned to approve the paint color with the American Legion purchasing the paint and labor. Lelm seconded. Upon roll call, all members present voted aye. Motion carried.

Brandt couldn't find anything stating that we could invest in a higher rate for our CD's. Recommend keeping all three separate but re-investing for a higher interest rate. TruCommunity mentioned that they would waive the penalty fees. Lelm motioned to update our CD's. Harvey seconded. Brandt asked for how many months. Lelm amended his motion to move our CD's at a higher interest for one year. Harvey seconded. Upon roll call, all members present voted aye. Motion carried. Lelm asked for a vote on the motion. Upon roll call, all members present voted aye. Motion carried.

Dockter motioned to approve the special assessment assistance program for \$3,463.00. Hapip seconded. Upon roll call, all members present voted aye. Motion carried.

At our last HR meeting, it was asked if Ben could stay on through the winter to help with lead line findings that need to be done. Dockter motioned to extend summer help with the period and rate determined by HR. Lelm seconded. Upon roll call, all members present voted aye. Motion carried.

Lelm read his formal complaint that he filed with the city auditor.

No AE2S Update.

Portfolios:

Dockter – Temporary pump has been installed down at the intake. Treat water from 10 pm to 10 am.

Repaired a water line in front of the Hoffman Building on Main Ave.

Weber – Asphalt patches are cut out, they will dig them out when asphalt is coming. Expected October 21st. Working with Midstate Equipment on a new way to crack seal.

Lelm – Branch pile getting bigger. Elmer made a donation to the fire department for dumping trees when he wasn't supposed to. Wants to know who is responsible for the bathrooms down at the park.

Harvey – nothing

Hapip – Employee evaluations will be coming up.

Employee Personal:

Brandt – Open walk at the Memorial Hall is now open. Candy Caravan is October 31st from 3:30 pm to 5 pm. Main Ave will be blocked off from 6th St to 9th St. All campers, trailers, boats, etc need to be removed from the street by October 15th. Letters will be going out for more information on your lead/copper lines. Please do not throw away.

Next regular commission meeting is November 12th at 6 p.m.

Lelm adjourned the meeting at 8:30 p.m.

Chelsey Brandt, Auditor

City of Washburn

Mark Lelm, President

City of Washburn