

Washburn City Commission
Official Meeting Minutes
Monday, April 10, 2023
6:30 p.m., 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 6:32 P.M.

President Thomas added 3 items to the agenda – pickup to the park board, RRWSP proposal, and lighting at the Memorial Building. Thomas asked the crowd if they had anything else and informed them, they can speak on an agenda item when it's discussed by raising their hand.

Dockter motioned to approve the March 13th commission meeting minutes. Hapip seconded. Upon roll call, all members present voted aye. Motion carried.

Dockter motioned to approve the March 29th special commission meeting minutes. Hapip seconded. Upon roll call, all members present voted aye. Motion carried.

Hapip motioned to approve the March financials. Simon seconded. Upon roll call, all members present voted aye. Motion carried.

Dockter motioned to approve the waiver of fees for Ryan Johnson benefit on May 13th at the Memorial Building. Hapip seconded. Upon roll call, all members present voted aye. Motion carried.

Dockter motioned to approve the waiver of fees for the Masonic Honor Banquet on April 24th at the Memorial Building. Hapip seconded. Upon roll call, all members present voted aye. Motion carried.

Brandt checked with our state auditor, and they do not see an issue with opening another account strictly to pay for the floor at the Memorial Building that the legion will donate the money into but the city would pay the bills out of that account. Designated for the floor. Docker motioned to allow that special fund. Hapip seconded. Upon roll call, all members present voted aye. Motion carried.

Tim Thiel was present to talk to the commission about options for the boat ramp road. Thomas mentioned that the millings from the street project this summer might be an option to put down.

President Thomas addressed some concerns about a library board member being appointed outside city limits. After speaking with the city attorney, looking at the library bylaws, and stating that Washburn is Home-Rule Charter, he stated that there was no issue with the appointment.

William Fischer addressed his concerns about a commissioner's personal political views.

Rashel Crowell was present to discuss her concerns about a commissioner and removing the library board off his portfolio due to his personal political views. A heated discussion ensued; no action was taken.

AE2S Update:

2023 Street Improvement Project:

-BND has approved the bond for \$3,090,000 at a 2% interest rate. Dockter motioned to approve the Financing Resolution. Hapip seconded. Upon roll call, all members present voted aye. Abby, with AE2S, did mention that the BND Loan Program that offers 2% interest to municipalities could be taken away for the next biennium if passed through legislature.

-Abby explained the special assessment process. Brandt did inform everyone that the city is accepting letters of interest to serve on the special assessment committee. The committee is made up of 3 members, one with a 2-year term, one with a 4-year term, and one with a 6-year term.

-Contract with Bechtold Paving has been signed. A preconstruction meeting is mandatory before construction can begin. Will set up soon.

Intake Project:

-FEMA grant has expired. The city received \$532,270.48 from FEMA and will have to pay the State Water Commission \$345,975.82 for their share leaving the cities reimbursement of \$186,294.66 for the intake project.

Red River Valley Water Supply Project:

ND Senate passed \$175 million in funding for this project for the next biennium. Waiting for final approval. Plans for putting in an intake at the McClusky Canal.

Janitorial Help – some details that need to be worked out with scheduling. Hold over until next meeting.

Summer Help – Dockter motioned to hire Aidan Parrill at \$19/hour. Simon seconded. Upon roll call, all members present voted aye. Motion carried.

The city will need additional help with tarring this year. Would like approval to hire 2 people. Dockter motioned to hire two additional people for tarring help at \$20/hour. Simon seconded. Upon roll call, all members present voted aye. Motion carried.

Thomas motioned to give the Park Board the green Chevy pickup. Simon seconded. Upon roll call, all members present voted aye. Motion carried.

Tim Mahoney, Mayor of Fargo, met with Larry and Tim earlier this year. He asked that Washburn come up with a number that the city could afford to tie into the RRVWSP. Thomas motioned for commission approval to submit the cities proposal that was presented. Dockter seconded. Upon roll call, all members present voted aye. Motion carried.

The legion had contacted Weber Electric to do some electrical work at the Memorial Building before the new floor is put in. The American Legion would be paying for the bill but looking for commission approval as it is a city building. The lights would be upgraded to LED and allow for dimming. The bathroom lights will go to motion sensors. Thomas motioned to approve this. Simon seconded. Dockter-aye, Weber-abstained, Hapip Jr-abstained, Simon-aye, Thomas-aye. Motion carried.

Portfolios:

Dockter –forestry board has applied for a grant to plant trees.

Weber – asking about the library and the mold remediation. Brandt gave an update that they cancelled due to the storm and will now be coming April 19, 20, and 21st.

Hapip – nothing

Simon – nothing

L. Thomas – load restrictions are in place following the state and county restrictions.

Brandt – reminder that the city has an app. Used over the weekend to notify residents of updates for the water line break. Spring cleanup is May 15-19 with curbside May 20th. The dumping area is closed temporarily until it dries up back there. Ash dumping is ok. Reminder that in order for the commissioners to have adequate knowledge of agenda items – you must clearly state what you want to be on the agenda for and provide any documentation you plan on presenting to the city hall by noon Friday preceding the commission meeting.

A.Thomas – Reservoir inspection will be April 26th and tower inspections will be in August.

Bills – add the payment to the State Water Commission. Dockter motioned to pay the bills.

Next regular commission meeting is May 8th, 2023 at 6:30 PM.

General:

-99776	363 WEST RIVER TELEPHONE	638.45
-99775	250 OTTERTAIL POWER	6029.41
-99774	65 CIRCLE SANITATION	8242.80
-89542	Payroll	11746.02
-89536	FIT EFTPS	4164.61
-89535	DENTAL BCBS	5304.40
-89534	AFLAC DAYCARE CHELSEY BRANDT	384.62
-89533	Payroll	10162.84
-89527	FIT EFTPS	3270.75
-89526	FIT EFTPS	289.28

31906	AD&D	UNUM	48.68
31907	AFLAC ACCIDENT	AFLAC	266.76
31908	RETIREMENT	AMERICAN FUNDS	1555.36
31910	323 US POSTAL OFFICE		326.94
31911	11 Lauren L Hunze		933.06
31912	6 AE2S		35756.00
31913	11 ARAMARK		480.02
31914	16 AT& T MOBILITY		102.86
31915	30 BLACK MOUNTAIN SOFTWARE		1136.00
31916	54 CARDMEMBER SERVICES		456.66
31917	64 CHELSEY BRANDT		112.80
31918	78 CORE & MAIN LP		775.53
31919	117 ENERBASE COOPERATIVE		2093.06
31921	157 HAWKINS		214.00
31922	168 INNOVATIVE OFFICE SOLUTIONS		155.32
31923	182 KRAUSES SUPERVALU		70.12
31924	403 MATTHEW RICHARD		76.21
31925	204 MCLEAN COUNTY IMPLEMENT LLC		694.69
31926	205 MCLEAN COUNTY SHERIFF DEPT		15371.34
31927	404 MIDWEST DOORS		2657.23
31928	213 MVTL		27.50
31929	216 ND DEPT OF ENVIRONMENTAL QUALITY		227.75
31930	429 ND DEPT OF WATER RESOURCES		345975.81
31931	223 ND LEAGUE OF CITIES		275.00
31932	282 SCOTTS HARDWARE		263.69
31933	295 STARION BOND SERVICES		594122.50
31934	381 VALLI INFORMATION SYSTEMS, INC		111.31
31935	411 WESTERN LIGHTING TECHNOLOGY		549.50
31936	410 ZACH BREDLOW		167.14

Sales & Use Tax:

1019	WAIA	1295.03
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Simon seconded. Upon roll call, all members present voted aye. Motion carried.

Thomas adjourned the meeting at 8:12 p.m.

Chelsey Brandt, Auditor

City of Washburn

Larry Thomas, President

City of Washburn