

Washburn City Commission
Official Meeting Minutes
Monday, June 13, 2022
6:30 p.m., City Hall

Members Present: Larry Thomas, Don Simon, Mike Herdt, Kollin Syverson, Timothy Dockter
Absent: None

President Thomas called the regular commission meeting to order at 6:30 P.M.

Dockter motioned to approve May 9, 2022, commission meeting minutes. Simon seconded. Upon roll call, all members present voted aye. Motion carried.

Simon motioned to approve June 1, 2022, special commission meeting minutes. Dockter seconded. Upon roll call, all members present voted aye. Motion carried.

Simon motioned to accept May financials. Syverson seconded. Upon roll call, all members present voted aye. Motion carried.

Beth with McLean County was present to discuss a piece of property that went back to the county that has delinquent taxes. She was asking if the city would forgive the delinquent specials so it could be sold. The sale price will go towards the current specials. The sale of this property would allow it to go on the tax roll and all specials remaining will be paid yearly. Dockter motioned to forgive the delinquent specials. Herdt seconded. Upon roll call all members present voted aye. Motion carried.

Thomas motioned to approve Gaming Site Authorization for the Washburn American Legion Post #12 for Riverboat Saloon from 7-1-22 thru 6-30-2023. Dockter seconded. Upon roll call, all members present voted aye. Motion carried.

Simon motioned to approve Gaming Site Authorization for the Washburn American Legion Post #12 for Captain's Cabin from 7-1-22 thru 6-30-2023. Dockter seconded. Upon roll call, all members present voted aye. Motion carried.

Herdt motioned to approve Gaming Site Authorization for the Washburn American Legion Post #12 for Memorial Hall from 7-1-22 thru 6-30-2023. Simon seconded. Upon roll call, all members present voted aye. Motion carried.

Dockter motioned to approve the 2023 police contract for \$184,456.08. Herdt seconded. Upon roll call, all members present voted aye. Motion carried.

The walking trail concrete in front of Krause's was damaged from their freight trucks. An official letter will be mailed notifying them again they are responsible for fixing it. They are welcome to come to a meeting. Thomas motioned to send them a letter. Dockter seconded. Upon roll call, all members present voted aye.

There are some erosion issues down by the riverside park where the barricades have been set up. The gravel is also showing signs of erosion and cracking. Thomas motioned to hire Chris with Dirty Deeds to dig it up and see if he can determine the cause. Syverson seconded. Upon roll call, all members present voted aye. Motion carried.

Thomas motioned to get an updated cost estimate for future street improvements districts. Dockter seconded. Upon roll call, all members present voted aye. Motion carried.

A curb was cut at a residence in town without a building permit or the required \$750.00 deposit for cutting of a curb. Thomas motioned to fine the person \$50.00 with Adam inspecting and approving the new curb otherwise he will have to redo it. Dockter seconded it. Syverson-aye, Dockter-aye, Herdt-aye, Simon-nay, Thomas-aye. Motion carried.

AE2S Update:

All lead service lines will have to be inventoried by fall of 2024. There is possible grant funding available for this project. Thomas motioned to allow AE2S to submit the request on behalf of The City. Syverson seconded. Upon roll call, all members present voted aye. Motion carried.

Portfolios:

Syverson – Syverson motioned to appoint Neil Kadrmas to the airport board. Dockter seconded. Upon roll call, all members present voted aye. Motion carried. Actuators at the water treatment plant are problematic and need to be replaced. Syverson motioned to replace Keinetrol 6 actuators to start with for roughly \$11,000. Dockter seconded. Upon roll call, all members present voted aye. Motion carried.

Dockter – Dockter motioned to give the fire department authority to repair warning sirens not working but if anything major needs fixing to notify the city. Herdt seconded. Upon roll call, all members present voted aye. Motion carried. Dockter motioned to give President authority to appoint new portfolio assignments. Syverson seconded. Upon roll call, all members present voted aye. Motion carried.

Herdt – discussed lighting at the Memorial Hall

Simon – nothing

L. Thomas – Veterans Memorial Park Committee is being formed. Housing development committee has been formed and will meet next week.

Brandt – Budget requests need to be turned in. Tiny Toes Daycare was asking for a children at play sign. Thomas motioned to reduce the speed limit to 15 mph on 2nd Ave from 9th St to 6th St. Dockter seconded. Upon roll call, all members present voted aye. Motion carried. Will go into effect when signs come in and put up. Memorial Hall rental agreement will remain the time they want in- if they want in an hour early to set up it needs to be the start time on their rental. Letters to residents that currently have curb-stops not working will be receiving a letter about replacing them. Discussion on what the city could do if the water salesman ever stops working and possibly hooking up to a fire hydrant with a meter was discussed. Reminded the commission of newly elected training for incoming and current commission members.

A. Thomas – three lights are broken under the tunnel. Get a quote to fix them. Working with Brandt on designing a new building permit. There is a light pole down across the highway by wagon that needs fixing. A light pole by the cemetery that needs to be moved. Will get ahold of Quality Asphalt for street patching.

Rhonda Johnson – asked about painting an electrical box and per Ottetail rules, they cannot.

Syverson motioned to pay the bills.

-99858	209 MIDCO	88.39
-99857	65 CIRCLE SANITATION	8318.25
-99856	363 WEST RIVER TELEPHONE	642.09
-89729	52 Chelsey R Brandt	1944.38
-89728	66 Zachery Bredlow	1692.91

-89727	60 Anita Fitterer	114.58
-89726	53 Erica A Meadows	1125.94
-89725	56 Matthew Richard	1642.77
-89724	5 Adam L Thomas	2723.16
-89723	FIT EFTPS	3001.93
-89722	Payroll	9971.05
-89716	AFLAC DAYCARE CHELSEY LAZIER	384.62
-89715	AFLAC-FLEX CHELSEY LAZIER	230.76
-89714	FIT EFTPS	3145.87
-89713	DENTAL BCBS	4437.20
-89712	Check not processed in this period	0.00
-89711	Payroll	9385.07
-89705	FIT EFTPS	3024.44
31549	AFLAC ACCIDENT AFLAC	212.52
31550	323 US POSTAL OFFICE	172.86
31551	RETIREMENT AMERICAN FUNDS	1773.96
31552	AD&D UNUM	37.59
31553	6 AE2S	5691.45
31554	11 ARAMARK	466.24
31555	16 AT& T MOBILITY	126.68
31556	54 CARDMEMBER SERVICES	528.26
31557	78 CORE & MAIN LP	273.84
31558	83 DACOTAH PAPER COMPANY	261.12
31559	102 DIRTY DEEDS EXCAVATING	2400.00
31560	117 ENERBASE COOPERATIVE	2187.29
31561	157 HAWKINS	5382.15
31562	167 INDUSTRIAL LUBRICANT COMPANY	255.00
31563	181 KNIFE RIVER	382.50
31564	182 KRAUSES SUPERVALU	6.60
31565	191 LIBERTY BUSINESS SYSTEMS	100.00
31566	204 MCLEAN COUNTY IMPLEMENT LLC	59.68
31567	205 MCLEAN COUNTY SHERIFF DEPT	14501.26
31568	413 MCLEAN-SHERIDAN WATER DISTRICT	5751.69
31569	213 MVTL LAB	50.00
31570	226 ND RURAL WATER SYSTEMS ASSOCIATIO	260.00
31571	239 NEWMAN SIGNS INC	168.55
31572	244 NRG TECHNOLGY SERVICES	1978.02
31573	253 PETTY CASH	43.69
31574	265 RDO EQUIPMENT	572.66
31575	280 SANITATION PRODUCT	1338.23
31576	282 SCOTTS HARDWARE	287.24
31577	372 SPECIALTY LOCK & SAFE SERVICE, LL	140.00
31578	417 SUMMIT FIRE PROTECTION	538.26
31579	323 US POSTAL OFFICE	84.00
31580	381 VALLI INFORMATION SYSTEMS, INC	210.59
31581	337 WAGON WHEEL LUMBER	47.32
31582	338 WAIA	1398.97

31583 343 WASHBURN AUTO BODY
31584 410 ZACH BREDLOW

1548.20
150.00

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

Next Meeting July 11, 2022.

Thomas adjourned the meeting at 8:07 p.m.

Chelsey Brandt, Auditor
City of Washburn

Larry Thomas, President
City of Washburn