

Washburn City Commission
Official Meeting Minutes
Monday, June 9, 2025
Following Public Hearing on Vacating Alley., City Hall

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

Absent: None

President Lelm called the regular commission meeting to order at 6:28 P.M.

Pledge of Allegiance was recited.

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

Dockter motioned to approve the May 12th meeting minutes. Harvey seconded. Upon roll call, all members, present voted aye. Motion carried.

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

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

General:

-99554	363 WEST RIVER TELEPHONE	718.37
-99551	437 J.P. MORGAN	4783.03
-99550	65 CIRCLE SANITATION	8376.05
-99549	250 OTTERTAIL POWER	6488.92
	Payroll	12453.76
-89002	AFLAC DAYCARE CHELSEY BRANDT	416.66
-89001	AFLAC-FLEX CHELSEY BRANDT	83.34
-89000	FIT EFTPS	7798.24
-88999	COLONIAL ACCIDE COLONIAL LIFE	389.62
-88998	DENTAL BCBS	4051.98
	Payroll	15688.05
-88988	FIT EFTPS	4861.27
32983	AD&D UNUM	118.31
32984	RETIREMENT AMERICAN FUNDS	1492.22
32985	323 US POSTAL OFFICE	423.76
32986	6 AE2S	19185.50
32987	16 AT& T MOBILITY	51.16
32988	64 CHELSEY BRANDT	75.00
32989	400 ERICA MEADOWS	75.00
32990	137 FLR SANDERS	4071.00
32991	391 HACH COMPANY	8373.75
32992	157 HAWKINS	12236.03
32993	436 MARCO	160.87

32994	205 MCLEAN COUNTY SHERIFF DEPT	15678.76
32995	404 MIDWEST DOORS	335.00
32996	213 MVTL	30.00
32997	217 ND DEPT OF HEALTH- MICROBIOLOGY	54.00
32998	248 ONE CALL CONCEPTS	39.00
32999	265 RDO EQUIPMENT	142.54
33000	279 SALHUS SEPTIC PUMPING	100.00
33001	323 US POSTAL OFFICE	100.00
33002	381 VALLI INFORMATION SYSTEMS, INC	113.60
33003	345 WASHBURN FIRE DEPARTMENT	6250.00
33004	348 WASHBURN PARK BOARD	2086.75
33005	410 ZACH BREDLOW	150.00

Sales & Use Tax:

1623	WAIA	1309.72
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Alice & Russ Dusek were present to discuss some landscaping and maintenance work by their house. Lot 8 does not exist and that section of land is considered the boulevard, which is the owners' responsibility to maintain. The culvert could be swelled down to help maintain that. They will look at options for what they can do.

Dockter motioned to correct a zoning error for Dan Beutler's property to be classified as commercial. Hapip seconded. Upon roll call, all members present voted aye. Motion carried.

Scott Filz & Eric Ogden were present with The Cabin to explain why they were looking to bring someone new in for gaming. They are looking for new machines that don't freeze or break down. The money will stay in the community. Hapip expressed a concern that Beulah CVB is currently under investigation and they haven't been cleared yet. Lelm motioned to approve Beulah CVB gaming authorization. It died for a lack of 2nd.

Dockter motioned to approve the resolution setting the auditor's bond. Lelm seconded. Upon roll call, all members present voted aye. Motion carried.

Hapip read an apology letter to be sent to McLean County Sheriff Department for the behavior at May's meeting. Lelm motioned to approve sending the letter. Hapip seconded. Much discussion of accused allegations that got way off track. Hapip-aye, Dockter-aye, Weber-aye, Harvey-aye, Lelm-nay. Motion passed.

Dockter motioned to regretfully accept Winterberg's resignation letter. Lelm seconded. Upon roll call, all members present voted aye. Motion carried.

Dockter motioned to allow HR to decide the direction to go to hire a new janitor and come back to the commission with a recommendation. Lelm seconded. Upon roll call, all members present voted aye. Motion carried.

AE2S Update:

Sealcoat Project – Timeframe to begin is July.

PRV Project – Contractor has ordered materials and will start work when they arrive.

Street & Drainage – Much discussion on this and where the drainage is coming/going. There is a road improvements grant that would help with the street project up there. Discussion was all over the place. Dockter motioned to approve applying for the road improvement grant. Hapip seconded. Upon roll call, all members voted aye. Motion carried.

Lead & Copper – City has been added to the state revolving fund list if the city would be interested in applying for that grant to replace lead lines. The interest rate is .4%. There is no cost to the city on this as it is all state funded. Dockter motioned to approve Abby applying for this grant. Hapip seconded. Upon roll call, all members present voted aye. Motion carried.

Riverside Park Improvements –The city has secured the grant on this. It is a 40% share for the city and the BND has limited loan funds for this if the city is looking for funding. This property is on Park Board Property so it would be best to get someone from there involved too. Dockter motioned to have Keith represent the city and inform them of the project that is going on. Lelm seconded. Upon roll call, all members present voted aye. Motion carried.

Special assessment policy – a policy that states this is how you assess a project, and the commission just looks at the different instances. Abby and Chelsey will work together on creating this.

Portfolios:

Harvey – Library wall still needs to be primed. Reading month kicked off.

Hapip - nothing

Dockter – nothing

Weber – Airport is working on a grant to do some more work out there. KLJ will continue to be their engineer.

Lelm – concerned about ash dumpster sitting on park board property.

Brandt – Tree dumping is for trees only. Nothing else. Budget requests can be submitted. The winch system was installed so we are just waiting on the electricity to be hooked up and then the hoops can be used. There is an opening on the library board so please submit a letter of interest.

Next commission meeting is July 14th.

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

Chelsey Brandt, Auditor

City of Washburn

Mark Lelm, President

City of Washburn