

Washburn City Commission
Official Meeting Minutes
Monday, July 14, 2025
6:00 pm., City Hall

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

Absent: None

Pledge of Allegiance was recited.

President Lelm called the meeting to order at 6:00 pm.

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

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

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

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

General:

| | | |
|--------|------------------------------------|----------|
| -99548 | 363 WEST RIVER TELEPHONE | 719.48 |
| -99545 | 148 GLOBAL PAYMENTS | 690.37 |
| -99544 | 421 MUTUAL OF OMAHA | 112.50 |
| -99543 | 65 CIRCLE SANITATION | 8376.05 |
| -99542 | 437 J.P. MORGAN | 4636.50 |
| | Payroll | 13458.48 |
| -88978 | DENTAL BCBS | 4051.98 |
| -88977 | FIT EFTPS | 4059.12 |
| -88976 | COLONIAL ACCIDE COLONIAL LIFE | 234.76 |
| | Payroll | 12338.78 |
| -88968 | FIT EFTPS | 3753.82 |
| 33006 | AD&D UNUM | 118.31 |
| 33007 | RETIREMENT AMERICAN FUNDS | 1492.22 |
| 33008 | 323 US POSTAL OFFICE | 217.50 |
| 33009 | 419 3D SPECIALTIES, INC | 4348.00 |
| 33010 | 6 AE2S | 12532.38 |
| 33011 | 16 AT& T MOBILITY | 51.16 |
| 33012 | 477 B & N LAWN CARE | 950.00 |
| 33013 | 78 CORE & MAIN LP | 5380.67 |
| 33014 | 86 DAKOTA AGRONOMY PARTNERS | 755.00 |
| 33015 | 405 FIRE EXTINGUISHING SYSTEMS INC | 393.85 |
| 33016 | 131 FIRESIDE OFFICE SOLUTIONS | 54.97 |
| 33017 | 157 HAWKINS | 7871.10 |

| | | |
|-------|--------------------------------------|----------|
| 33018 | 164 HR COLLABORATIVE | 50.00 |
| 33019 | 434 IMMENSE IMPACT, LLC | 737.00 |
| 33020 | 167 INDUSTRIAL LUBRICANT COMPANY | 123.60 |
| 33021 | 171 INTERSTATE POWER SYSTEMS | 224.53 |
| 33022 | 182 KRAUSES SUPERVALU | 61.99 |
| 33023 | 436 MARCO | 181.32 |
| 33024 | 205 MCLEAN COUNTY SHERIFF DEPT | 15678.76 |
| 33025 | 473 MIDSTATES EQUIPMENT & SUPPLY | 9381.00 |
| 33026 | 213 MVTL | 30.00 |
| 33027 | 216 ND DEPT OF ENVIRONMENTAL QUALITY | 369.94 |
| 33028 | 217 ND DEPT OF HEALTH- MICROBIOLOGY | 79.00 |
| 33029 | 29 NORDAK NORTH PUBLICATIONS | 2028.38 |
| 33030 | 244 NRG TECHNOLOGY SERVICES | 1238.00 |
| 33031 | 248 ONE CALL CONCEPTS | 31.50 |
| 33032 | 468 PLUNKETTS / VARMENT GUARD | 145.00 |
| 33033 | 279 SALHUS SEPTIC PUMPING | 200.00 |
| 33034 | 381 VALLI INFORMATION SYSTEMS, INC | 113.93 |
| 33035 | 11 VESTIS | 1037.08 |
| 33036 | 348 WASHBURN PARK BOARD | 2004.20 |
| 33037 | 350 WASHBURN PUBLIC LIBRARY | 997.76 |

Sales & Use Tax:

1624 WAIA

1429.76

Planning and zoning committee met with the Knolls to discuss plans to turn their rental property into a garage by leaving the entry ways, capping the water/sewer, and taking out the basement floor. Dockter motioned to go along with planning & zoning's recommendation to approve their request. Hapip seconded. Upon roll call, all members present voted aye. Motion carried.

The commission asked a couple questions to interested applicants to serve on the library board. Hapip motioned to appoint Sharla Kosloski to the library board. Motion died for a lack of second. Lelm motioned to appoint Jeramie Tolbert to the library board. Weber seconded. Dockter-nay, Weber-aye, Lelm-aye, Harvey-aye, Hapip-nay. Motion carried.

Kreig was present to discuss more about vacating his alley. Hapip motioned to deny the request to vacate the alley. Dockter seconded. Dockter-aye, Weber-aye, Lelm-nay, Harvey-aye, Hapip-aye. Motion carried.

Hapip read a new policy model on charitable gaming. Discussion on nexus requirements and how many sites someone can have within the city. Dockter motioned to approve it as a whole and move it to a public hearing. Hapip seconded. Brandt will set up the public hearing. Upon roll call, all members voted aye. Motion carried.

Dakota Leathernecks were present to discuss their organization and why they want to bring a gaming site to Washburn. Hapip motioned to deny the gaming site authorization. Dockter seconded. Dockter-aye,

Weber-nay, Harvey-nay, Hapip-aye, Lelm-nay. Motion failed. Lelm motioned to approve the gaming site authorization from Dakota Leathernecks. Harvey seconded. Dockter-nay, Weber-aye, Harvey-aye, Hapip-nay, Lelm-aye. Motion carried.

Ladd Erickson was present to discuss future expansion for the City of Washburn and resources that he can help with. The city will look at their infrastructure and what they can handle. He is also working with Washburn Life to start promoting Washburn and their businesses. He also clarified that there was no rape in town that was alleged at our previous meeting. A Washburn resident was falsely accused from a man who was being denied his mental medication for religious reasons.

The Ferry Boat does belong to the park board so will have to discuss the future with them. Hapip will attend the meeting.

Dockter motioned to approve the 2026 court service contract with McLean County. Lelm seconded. Upon roll call, all members present voted aye. Motion carried.

Dockter motioned to approve the Western Frontier renewal for insurance. Hapip seconded. Upon roll call, all members present voted aye. Motion carried.

Budget Public Hearing date set for September 8th at 5:30 pm to be held at Washburn City Hall.

Dockter motioned to approve closing the building renovation bank account. Weber seconded. Upon roll call, all members present voted aye. Motion carried.

Dockter motioned to advertise the old sewer jetter on public surplus and wherever else we can for \$2000. Lelm seconded. Upon roll call, all members present voted aye. Motion carried.

Dockter motioned to approve the notice to proceed for Astech to complete the seal coat project. Lelm seconded. Will be notified 7 days prior to starting and should be completed within 3 days, weather permitting. Upon roll call, all members present voted aye. Motion carried.

Weber gave an update on the drainage improvements across the highway, in Heritage Heights. Eric will have the task order ready to be signed for the August meeting for an economic analysis to be done that will help increase our chance of a grant to help with this project.

AE2S Update:

Prairie Dog Funding – funding should be available late fall

Flex Fund Grant – Heritage Heights was previously denied but will resubmit with Custer Dr improvements.

LCRR – 66% loan forgiveness for SRF funding is drafted. This funding can be used for lead line replacement and all category b funding.

Riverside Park Road Improvements – have more of an update in August. Discuss with Park Board as well as it affects their property.

Special Assessment Policy – draft in August

PRV Project – materials are ordered.

Portfolios:

Dockter – Forestry board meets this Friday.

Weber – met with Kerzmann's. Maybe will be interested in selling their land in 3-5 years as they want to honor their contract they have with the renter.

Harvey – nothing

Hapip – looking to hire someone for cleaning but possible looking into a business for an emergency situation. Looking at a quick approval of all non-controversial items in the beginning of meetings. Ash dumpsters are fine in its current position. Looking at current debt and interest we pay.

Lelm – nothing

Thomas – submitted report. Any questions let him know.

Brandt – boulevards are the homeowners' responsibility to maintain, including mowing the grass/spraying the weeds.

Next commission meeting is August 11th.

Lelm adjourned the meeting at 8:49 p.m.

Chelsey Brandt, Auditor

City of Washburn

Mark Lelm, President

City of Washburn