

WASHBURN CITY COMMISSION  
UNOFFICIAL MEETING MINUTES  
MONDAY, SEPTEMBER 8, 2025

6:00 PM., CITY HALL

Members Present: Keith Hapip, Mark  
Lelm, Jamie Weber

Absent: None

Lelm called the meeting to order at 6  
pm.

The pledge of allegiance was recited.

Need to add Task Order No. 20 for  
lead & copper inventory update to the  
agenda, item #24.

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

Hapip motioned to approve the  
August 11th meeting minutes. Weber  
seconded. Upon roll call, all members,  
present voted aye. Motion carried.

Hapip motioned to approve August  
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.

Lelm motioned to approve a local  
event permit for St. Edwin's Catholic  
Church. Weber seconded. Upon roll call,  
all members present voted aye. Motion  
carried.

Hapip motioned to approve a waiver  
of fees for McLean County Resource  
Center's Halloween Event on October  
25th. Weber seconded. Upon roll call,  
all members present voted aye. Motion  
carried.

Hapip motioned to approve a waiver  
of fees for Santa Days on December 6 th.  
Weber seconded.

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

Hapip motioned to approve a waiver  
of fees for Halloween movie night. Weber  
seconded. Upon roll call, all members  
present voted aye. Motion carried.

Donna with Washburn Life was  
present to ask for \$2500 from the Lodging  
Tax Fund to purchase some banners to  
place on the billboards along Highway 83  
along with some solar lighting to light  
them up. Much discussion on the quality  
of the photos, helping pay for a local  
photographer, ND DOT restrictions with  
lights. Weber motioned to approve the  
\$2500 to Washburn Life to go forward  
with the signs and asks that they are as  
visual as you can make

them. Motion died for a lack of a  
second.

Lelm motioned to approve the site  
authorization to Dakota Leathernecks  
with the raffle included this time. Weber  
seconded. Hapip-nay, Weber-aye, Lelm-  
aye. Motion carried.

Dean Bergstedt and John Schulz  
were present to discuss the Clint Hill  
Memorial at the Veteran's Park and  
what their plans were for the statue.

Bill Knox was present to discuss a  
tree that was approved by the forestry  
board to be cut down. He found the deed  
that stated the alley had been vacated  
and it turns out the tree is on private  
property, not the cities property. Lelm  
motioned to have Cody, Forestry Board  
President, notify John Kugler that he  
doesn't need to cut the tree down because  
its not on city property. Weber seconded.  
Discussion on damage to power lines  
and who is responsible. Upon roll call,  
all members present voted aye. Motion  
carried.

A quote from SP&E was presented to  
repair a pulley on one of the basketball  
hoops at the Memorial Building. The  
hoop does not go up high enough to be  
out of the way of the projector. Lelm  
motioned to have the city send a letter  
to have them fix the error and if there  
is anything above and beyond we will  
request a quote afterwards. Hapip

seconded. Weber suggested asking them  
to warranty it. Lelm rescinds his motion.  
Hapip motioned to have Mark call this  
gentleman and have a discussion or  
invite him to a meeting. Lelm seconded.  
Upon roll call, all members present voted  
aye. Motion carried.

The access road to the boat dock needs  
some repairs or road closure. Weber  
presented three different options on how  
to fix this. The city could apply for a grant  
to fix that road, it would be a 60-40 grant  
which would be the long term option.  
Weber had a rough estimate of \$4500 in  
gravel to be hauled in and have the guys  
work it. Lelm motioned to purchase the  
rock and enough gravel to cover the road  
to get done before winter, if not close the  
road for the winter. Hapip seconded.  
Hapip amended the motion to ask  
Chris to get it done before winter. Lelm  
seconded. Upon roll call, all members  
present voted aye on the amended  
motion and original motion.

Brandt read the pledge of security.  
Hapip motioned to accept the pledge of  
security. Lelm seconded. Upon roll call,  
all members present voted aye. Motion  
carried.

Weber had some changes to the  
streets portion of the general fund that  
were discussed during the budget public  
hearing. Lelm motioned to approve the  
2026 budget with the changes. Hapip  
seconded. Upon roll call, all members  
present voted aye. Motion carried.

Weber presented two possible tiers  
to work on future developments in and  
around Washburn. The first would be to  
meet and greet/determine if there is an  
opportunity for expanding in Washburn  
and that would consist of Weber, Chelsey  
and Lynn Oberg. The second tier would  
be to add more people as needed to.  
Hapip motioned to dissolve the previous  
committee for any kind of development.  
Lelm seconded. Upon roll call, all  
members present voted aye. Motion  
carried. Hapip motioned to allow Jamie  
to go gather more information on this  
topic along with Chelsey and Lynn if he  
chooses. Lelm seconded. Upon roll call,  
all members present voted aye. Motion  
carried.

Adam presented a quote from  
Midstates Equipment & Supply for a  
mastic tar rental and the materials  
for 2026 tarring season. He did not get  
a quote on regular tar rental machine  
so would need to include that as well.  
Hapip motioned to approve these quotes  
and also the crack seal machine, not to  
exceed \$12,000. Lelm seconded. Upon  
roll call, all members present voted aye.  
Motion carried.

City of Washburn received a grant  
for \$214,800 to improve Riverside Park  
Board. It is a 60-40 matching grant.  
Eric split up the improvements into  
two different categories. Weber could  
like to cut out some of the drainage cost.  
Discussion on how to fix this and where  
the water goes. Weber would like to go  
and look at the drainage improvements  
one more time.

General:  
-99528 363 WEST RIVER TELEPHONE  
718.32; 99527 Check not processed in  
this period 0.00; -99526 250 OTTERTAIL  
POWER 5744.74; -99525 65 CIRCLE  
SANITATION 8376.05; -99524 20 BANK  
OF NORTH DAKOTA 464725.00;  
-99523 437 J.P. MORGAN 3009.72;  
88944 to 88939 Payroll 12708.85; -88938  
FIT EFTPS 3767.70; -88937 DENTAL  
BCBS 4756.44; -88936 73 Steven  
Gardner 0.00; -88935 GROUP HEALTH  
BCBS 1422.06; -88933 Medicare EFTPS  
367.20; 88932 to 88927 Payroll 13033.82;  
-88926 FIT EFTPS 3908.92; 33058 65  
Timothy Dockter 1108.20; 33059 75

Miranda Harvey 1108.20; 33060 AD&D  
UNUM 118.31; 33061 RETIREMENT  
AMERICAN FUNDS 1492.22; 33062  
323 US POSTAL OFFICE 234.47;  
33063 6 AE2S 6626.00; 33064 16  
AT& T MOBILITY 51.15; 33065 140  
BENJAMIN FREDERICK 23.00; 33066  
64 CHELSEY BRANDT 75.00; 33067  
102 DIRTY DEEDS EXCAVATING  
8622.70; 33068 400 ERICA MEADOWS  
75.00; 33069 131 FIRESIDE OFFICE  
SOLUTIONS 102.39; 33070 157  
HAWKINS 4741.25; 33071 436 MARCO  
72.00; 33072 205 MCLEAN COUNTY  
SHERIFF DEPT 15678.76; 33073 213  
MVTL 30.00; 33074 239 NEWMAN  
SIGNS INC 67.00; 33075 244 NRG  
TECHNOLGY SERVICES 619.00;  
33076 248 ONE CALL CONCEPTS  
43.50; 33077 279 SALHUS SEPTIC  
PUMPING 400.00; 33078 390  
SANTANDER BANK, N.A. 35177.77;  
33079 475 STEVEN GARDNER 23.00;  
33080 307 THOMAS, LARRY 200.00;  
33081 381 VALLI INFORMATION  
SYSTEMS, INC 113.72; 33082  
11 VESTIS 987.24; 33083 345  
WASHBURN FIRE DEPARTMENT  
6250.00; 33084 348 WASHBURN PARK  
BOARD 2463.82; 33085 364 WESTERN  
FRONTIER INSURANCE 8154.00;  
33086 410 ZACH BREDLOW 150.00  
Sales & Use Tax:  
1626 WAlA 1477.11

AE2S Update:  
2025 Seal Coat Project - will begin  
next Tuesday. Want the temps around  
70.

2025 PRV Improvements - waiting  
on the precast vault supplier - expected  
end of Sept. all other materials should  
be ready to go and work can still be  
constructed.

2025 Street & Drainage  
Improvements - working with Lynn and  
Shannon on this. Application is due in  
December. Copy of flex fund application.  
It is just for streets. Hoping to get DWR  
funding for water/sewer.

Lead & Copper - Inventory is due  
November 17th. Category B funding  
should be available. 66% loan forgiveness  
through SRF. Task Order #20.

Weber motioned to accept task order  
#20 from AE2S. Hapip seconded. Upon  
roll call, all members present voted aye.  
Motion carried.

Portfolios:  
Hapip - nothing  
Weber - coming from Bismarck  
through Washburn - look at changing  
the speed limit to slow down before  
the access to Main Ave coming into  
Washburn.

Lelm - Basketball Hoop issue at the  
Memorial Building.

Brandt - Boats, trucks, trailers - can't  
be parked in streets even if its a dead  
end. Roosters are not allowed in town.

Special election - December 2nd.  
Petitions turned in Sept 30th by 4 pm

Sealcoat project is starting next  
Tuesday. I will post a map on facebook  
and the website where this is all  
happening. The cones will also be put  
back out.

Special assessment public hearing is  
scheduled for Sept 22 at 6:30 pm. Will be  
published in the paper the next 2 weeks  
and will be uploaded to the website this  
week as well.

Clean Up week is Sept 22-26 with  
curbside the 27.

Superintendent's Report - Lelm  
questioned Adam on the maintenance of  
the emergency trail.

Meeting adjourned at 8:15 pm.  
Chelsey Brandt, Auditor City of  
Washburn  
Mark Lelm, President City of Washburn  
(09-18-25)



HEARING NOTICE TO POST NO ACCESS/  
NO WAKE ZONE ON A PORTION OF  
BRUSH LAKE

There is a hearing scheduled  
for October 7, 2025, at 9:00 a.m.  
at the McLean County Courthouse  
to discuss the need for a buoy or  
signage for a No Access/No Wake  
Zone to be placed on the lake side of:

Lot 2 and Lot 3, Block 2, Skaley  
Addition located on Brush Lake, in  
Section 27 of Wise Township

This hearing will be held in order  
to hear any testimony for or against  
the placement of such buoy or

signage

pertaining to the area indicated  
in the photo. Testimony may also  
be submitted by email or mail to the  
McLean County Auditor's Office on  
or before October 6, 2025, at 4:30

p.m. at the address below:  
McLean County Auditor  
PO Box 1108  
Washburn, ND 58577  
baknutson@nd.gov  
(09-11-25, 09-18-25)

MINUTES OF THE CITY OF WING  
September 4, 2025 at 7:00 pm  
WING FIREHALL

These minutes are subject to  
approval and/or revision

Meeting called to Order: Mayor  
Julie Hein

Pledge of Alliance was said in  
accordance with the new State  
Law.

Those Present: Julie Hein,  
Kobe Bryant, Jesse Goehring,  
Kevin Dearing, Peggy Geloff,  
Stephanie Bryant and Eliza  
Francis.

GUEST and GROUPS  
Moore Engineering Report is  
attached  
Agenda Additions/Deletions/  
Approval - Additions to Agenda  
-DOT loan

Motion to approve agenda  
additions by Jeesse and Eliza 2nd.  
Motion carried.

Minutes from previous  
meeting(s)Corrections/Additions/  
Deletions/Approval. Corrections  
add: Corrections /Additions  
to minutes from last meeting  
- Kobe was absent. Spelling  
error Stromme change to Strom.  
Motion was made by Stephanie  
and Kevin 2nd. To add corrections  
to minutes. Motion carried.

Auditor's Report  
Monthly Financial Report –  
Motion to approve the Financial  
Reports was made by Eliza and  
Kevin 2nd. Motion carried.

Accounts payable was approved.  
Motion made by Eliza and  
Stephanie 2nd Motion carried.

Discussion on changing late  
fee on Utility bills from \$5.00 to  
\$10.00

Motion made by Eliza to change  
late fee to \$10.00 and second by  
Kevin. Motion carried.

Water Report-Kobe Bryant/  
Julie Hein

Water Tower Inspection. Good  
Lagoon is full - Lift station is  
working.

Maintenance Report-Kobe  
Bryant

Kobe took down trees. Julie  
working with Forrest Department  
to plant trees.

Christmas lights on the street  
have to be rewired.

Committee Reports  
Streets and Parks (Kevin and  
Jesse) Bathrooms in park, toilets  
need to be fixed.

Animal Control (Eliza and  
Steph) Nothing to report

Buildings and Security (Eliza  
and Jesse) Nothing to report.

Water, Sewer, and Garbage  
(Steph and Kevin) Nothing to  
report

Old Business  
First reading of City Ordinance:  
Chapter 10, Article 1 General  
Regulations- 10.0105 Chickens  
Paragraph 9. a. No more than  
four hens shall be permitted on  
any lot. Change from four hens to  
10 hens permitted on any lot.

New Business  
Trash Contract - Garbage  
sealed bid was opened from  
William L on Garbage pickup.  
After discussion, Council decided  
to continue with Strom Garage.

Flex Fund - DOT Grant: money  
awarded to non- oil producing  
counties. Very competitive  
applicants. Paving Streets.  
Cost of applying is \$2,000.00 to  
\$2,500.00. Which is Engineering  
fee Applications are due  
September 19th, Motion made  
by Stephanie to pass on the Flex  
Fund Grant at this time Eliza 2nd  
Motion carried.

A list of monthly bill that were  
paid available upon request.

Public Hearing on the Budget  
for 2026 will be October 2, 2025,  
at 7:00 pm. Wing Fire Hall

Regular Meeting is scheduled  
for October 2, 2025, at 7:15 pm.  
Wing Fire Hall

Motion made by Eliza to  
adjourn meeting and second by  
Jesse. Meeting adjourned at 8:30  
pm.

Reported by Auditor on  
September 4, 2025\_

Attested by Mayor on  
September 4, 2025  
(09-18-25)

CITY OF WILTON  
SEPTEMBER 3, 2025 • UNOFFICIAL MINUTES

A regular meeting of the Board of City  
Commissioners was held on September  
3, 2025, at 7:00 p.m. at the City Meeting  
Room. Present Commissioners John  
Clausen, Bernell Hedstrom, Lisa  
Hedstrom, Mike Schmit and President  
LeeAnn Domonoske-Kellar.

Motion made by Schmit and  
seconded by Clausen to approve the  
meeting minutes from August 20, 2025  
as presented. All present voted aye,  
motion carried.

Motion made by Clausen and

seconded by l. Hedstrom to approve the  
agenda as presented and to discuss new  
business before old business. All present  
voted aye, motion carried.

Jeremy Rham with Otter Tail Power  
was present to discuss renewing the  
20-year franchise agreement. Motion  
made by Clausen and seconded by B.  
Hedstrom to approve the first reading of  
the franchise agreement as presented.  
All present voted aye, motion carried.

The Commission discussed cashing  
out 2 CD and using the funds for the

Improvement Project. The matter was  
tabled until the next meeting.

City Engineer, AJ Tuck, was present  
to discuss the status of the Improvement  
Project. Tuck stated the handicap ramp  
installed was not to code and would  
have to be removed. Motion made by  
Schmit and seconded by L. Hedstrom  
to have the ramp replaced. All present  
voted aye, motion carried.

Motion made by L. Hedstrom and  
seconded by Schmit to approve Tand  
Construction Pay App 20 with a \$2300

reduction for the cement used for  
the handicap ramp that needs to be  
removed. All present voted aye, motion  
carried.

There is a short fall in funding for  
the Improvement project. Motion made  
by B. Hedstrom and seconded by L.  
Hedstrom to increase the SRF Loan by  
up to \$400,000. The City is working on  
finding ways to reduce the shortfall.

Motion made by Schmit and seconded  
by Clausen to approve the Resolution  
of Governing Body of Applicant as

presented. All present voted aye, motion  
carried. The resolution is needed to  
increase the SRF Loan.

Due to the Auditor being on vacation,  
there were no checks issued since the  
August 20, 2025 meeting.

With no other items for discussion  
Pres. Domonoske-Kellar declared the  
meeting adjourned at 8:35 p.m.

Pattie Solberg, City Auditor LeeAnn  
Domonoske-Kellar, Pres.  
(09-18-25)