

LEGALS

Washburn City Commission
Unofficial Meeting Minutes
Monday, November 10, 2025
6:00 PM., City Hall

Members Present: Jamie Weber, Keith Hapip, Mark Leml
Absent: None
Lelm called the meeting to order at 6:00 pm.
The pledge of allegiance was recited.
Lelm asked for any public input. Brandt explained the public comment policy again.
Hapip motioned to approve the agenda as written. Weber seconded. Upon roll call, all members present voted aye. Motion carried.
The following items were presented under the consent agenda:
- October 13, 2025 meeting minutes
- October financials
- October bills
- Lion's Club local permit
- TAG local permit
Hapip motioned to approve all consent items. Lelm seconded. Upon roll call, all members present voted aye. Motion carried.
Lelm motioned to waive the fees for the Lion's Carnival on March 13th. Hapip seconded. Weber abstained from voting. Upon roll call, all voters voted aye. Motion passed.
Hapip motioned to waive the fees for the River Rider's golf event on February 21st. Lelm seconded. Upon roll call, all members present voted aye. Motion carried.
John Schultz was present to discuss the progress of the Clint Hill Memorial. They are at about \$16,000 so far in donations and would like to receive about \$100,000. Hapip would like to donate between \$30,000 and \$50,000. Brandt mentioned that if it's going to come out of sales and use tax to have them fill out the proper paperwork like everyone else has to do. Return for next meeting.
Jeremy with Otterail was present for the 2nd reading of the franchise agreement, Ordinance #180. He did let the commission know that 8 poles have been replaced and 7 more will be replaced next year. Hapip motioned to approve the 2nd reading of Ordinance #180.
Weber seconded. Upon roll call, all members present voted aye. Motion carried.
Lelm motioned to approve the 2nd reading of Ordinance 117A-2 with the fee being changed.
Hapip seconded. Upon roll call, all members present voted aye. Motion carried.
Hapip motioned to approve the planning & zoning recommendation from Jarod Obering to approve the building of a house on his lot lines. Lelm seconded. Upon roll call, all members present voted aye. Motion carried.
Weber motioned to approve the purchase of course rock salt by the truck load for approximately \$3400.00. Hapip seconded. Upon roll call, all members present voted aye. Motion carried.
Upgrading the water meter base would be beneficial to catch leaks sooner and allows the reading of meters to be done right at the

office. Lelm motioned to approve the purchase of upgrading to the water meter base station reader for \$36,559.22. Hapip seconded. Upon roll call, all members present voted aye. Motion carried.
Our air compressor burned up back in April from a fuel line failure. There is one from United Rentals that is similar to the one we have rented from them for \$12,750 with about 2580 hours on it. The commission would like to keep looking over the winter and get a couple of quotes on a new one.
Hapip motioned to approve the purchase of new tires for the bobcat at \$1,119.80 and two tires for the grader at \$3,713.66. Weber seconded. Upon roll call, all members present voted aye. Motion carried.
Lelm motioned to approve the purchase of a new Unimog heater kit for \$1,995 plus shipping.
Hapip seconded. Upon roll call, all members present voted aye. Motion carried.
Dave Peyer would like to turn Garden Dr over to the city instead of it being a privately owned road. There is some concern about the utilities being privately owned as well. Lelm motioned to have Adam, Jamie, and Eric do more on this. Hapip seconded. Upon roll call, all members present voted aye. Motion carried.
There was much discussion on the 2026 street maintenance. Crack sealing and mastic road maintenance has already been approved for next year. The priority would be repairing Heritage Heights and Custer Dr. After much discussion, Hapip motioned to continue with doing work for the drainage and road improvements across the highway. Lelm seconded. Upon roll call, all members present voted aye. Motion carried.
Task Order #21 would allow Eric to do all the work that DEQ requires to secure funding through the SRF loan program that will help with the lead and copper improvement requirements. Hapip motioned to approve the task order for \$17,500. Weber seconded. Upon roll call, all members present voted aye. Motion carried.
AE2S Update:
2025 PRV Project – concrete valve has been installed and pipe/valves have been installed today.
Start up in the coming weeks.
2025 Street & Drainage Improvements – working on funding application along with economic analysis. The flex fund grant has been submitted and should hear back on that by the end of this year.
Lead & Copper Rules – 2025 inventory was submitted. Letters are being sent out again.
Expecting category b funding this month that will help complete the service line inspection on the customer side.
Riverside Park Road Improvements

– need to figure out what we are doing with this.
Hapip motioned to submit application to BND to secure funding for the next project. Weber seconded. Upon roll call, all members present voted aye. Motion carried.
Portfolios:
Weber – nothing
Hapip – nothing
Lelm – lagoon runover and waiting on insurance to hear back.
Brandt – Special election is December 2nd at City Hall. Need a couple more workers if you are interested, please let me know. City Hall is closed tomorrow for Veterans Day. Letter are going out for more Lead & Copper line information.
Thomas – submitted his report. If there are any questions, please let him know.
General:
-99513 WEST RIVER TELEPHONE 724.32; -99512 J.P. MORGAN 4690.18; -99511 CIRCLE SANITATION 8967.55; -99510 OTTERTAIL POWER 5676.48; -99509 MUTUAL OF OMAHA 54.00; -88902 SIT ND DEPT OF REVENUE 393.31; -88901 COLONIAL ACCIDE COLONIAL LIFE 234.76; Payroll 13505.28; -88894 FIT EFTPS 4084.78; -88893 DENTAL BCBS 6095.80; Payroll 13203.47; -88886 FIT EFTPS 3944.89; 33117 AD&D UNUM 118.31; 33118 RETIREMENT AMERICAN FUNDS 1492.22; 33119 US POSTAL OFFICE 296.46; 33120 ADAM THOMAS 942.25; 33121 AT& T MOBILITY 51.15; 33122 CORE & MAIN LP 3014.01; 33123 FIRESIDE OFFICE SOLUTIONS 62.50; 33124 GENERAL EQUIPMENT & SUPPLIES INC 3369.68; 33125 GOOD GUYS 394.00; 33126 HAWKINS 3473.78; 33127 KRAUSES SUPERVALU 4.90; 33128 MARCO 175.32
33129 MASTER FIRE & SAFETY 347.50; 33130 MCLEAN COUNTY SHERIFF DEPT 15678.76; 33131 ND DEPT OF HEALTH- MICROBIOLOGY 54.00; 33132 NORDAK NORTH PUBLICATIONS 315.80; 33133 ONE CALL CONCEPTS 37.50; 33134 PLUNKETTS / VARMENT GUARD 145.44; 33135 QUALITY ASPHALT 48942.50; 33136 RDO EQUIPMENT 37568.72; 33137 SALHUS SEPTIC PUMPING 200.00; 33138 SECURITY METRICS 3808.98; 33139 ST. PAUL STAMP WORKS 102.60; 33140 VALLI INFORMATION SYSTEMS, INC 113.98; 33141 WAGON WHEEL LUMBER 4.87; 33142 WASHBURN PARK BOARD 2531.66; 33143 ZACH BREDLOW 113.00
Sales & Use:
1628 WAIA 1696.43
Next meeting is December 8th .Meeting adjourned at 8:04 pm.
Chelsey Brandt, Auditor City of Washburn
Mark Leml, President
City of Washburn
(11-20-25)

The Special City Election for two City Commissioner seats will be held Tuesday, December 2, 2025 at the Washburn City Hall.

Polls will be open from 7:00 a.m. – 7:00 p.m.
A valid North Dakota ID must be presented to cast a ballot.

WASHBURN, NORTH DAKOTA

SPECIAL ELECTION BALLOT

December 2, 2025

City Commissioner

Vote for no more than TWO names

○ Sharla Kosloski

○ _____

(11-18-25, 11-20-25)

○ _____

Candidates Sought for County Boards

McLean County residents interested in being considered for appointments to a variety of county boards have until December 29, 2025 to submit letters of interest.
A total of 10 positions that expire on various boards or commissions on December 31, 2025. The positions are listed below.
According to County Auditor Beth A. Knutson, to be eligible for consideration for appointment to any of the positions, interested individuals must submit a letter of interest for the position that includes a short background statement. All applicants must be at least 18 years of age and in some instances must reside in a specific commission district or geographical area of the county.
McLean County Water Resource Board: One three-year term expires. Applicants must reside in the County's Second Commission District for the three-year term. The current member is Shannon Jeffers of Garrison. Mr. Jeffers is eligible for reappointment.
McLean County Weed Control Board: One four-year term expires. The position is from the Turtle Lake area. The current member is Dalen Schaefer of Turtle Lake. Mr. Schaefer is eligible for reappointment.
Dakota Central Human Services Zone Board: One three-year term expires. The current member is Senator Howard Anderson of Turtle Lake. Senator Anderson is eligible for re-appointment.
McLean County School Reorganization Committee: One three-year term expires. The current member is member is Marshall Maxwell of Turtle Lake. Mr. Maxwell is eligible for reappointment.

County Officials Seeking Re-Appointment:
-Tax Director/Land Use Administrator/Veteran's Service Officer-Todd Schreiner
-E-911 Coordinator- Richard D. Johnson
-County Highway Superintendent- Jim Grey
-Emergency Manager-Noelle Kroll
-Clerk of Court-Gwyn Bosch

Letters of interest can be mailed or delivered to:
By Mail: McLean County Auditor
P.O. Box 1108
Washburn ND 58577
By Email: baknutson@nd.gov
By Fax: 701-462-3542

On or before 4:30 PM, Monday, December 29, 2025.

READ THE LEGALS
Your right to know