

# LEGALS

## Washburn School District #4 Washburn, ND 58577 March 16, 2026

A regular meeting for Washburn School Board was scheduled at 7:30 pm on March 16, 2026. Members present were Rick Tweeten, Sandi Erber, Aaron Solomonson, Luke Retterath, Jada Holznagel, Stacey Scheresky and Brooklyn Schaan. Superintendent, Penny Veit-Hetletved; Business Manager, Kendra Casavant, Elementary Principal Christina Reynolds, High School Principal Beau Eriksson and Maintenance Director Ivan Emel also attended the meeting. April Hetletved was also present.

The meeting was called to order at 8:01, opening with the Pledge of Allegiance.

Scheresky/Retterath motioned to approve the agenda with the omission of 3/16/26 Finance Committee notes and additions for open enrollment and finance committee. Motion carried.

Schaan/Holznagel motioned to approve minutes from the following meetings: 2/9/26 Board Meeting, 2/16/26 Finance Meeting, 2/20/26 Special Board Meeting, 3/2/26 Co-Curricular Meeting; 3/3/26 Facility Meeting. Motion carried.

Financial Report: Activities has spent 70.15% of their total budget. Student Transportation is 67.4% spent; Food Service spent \$14,438.68 in February, and the General Fund is 66.11% spent. The Building Fund levied \$336,256.00 this year, with \$136,389.24 being obligated and 199,866.73 unobligated.

Presentation of the bills: Erber/Holznagel motioned to pay the bills. Motion carried. IN FAVOR OF: JP Morgan 8141.07; Acellus 3871.00; Acme Tools 65.61; Admin Partners 150.00; Advanced Business Methods 1281.95; AFLAC 3467.60; Brenco

Cleaning Supplies 1076.71; Central Mechanical 2635.25; CREA 1069.60; Circle Sanitation 846.00; City of Washburn 347.94; D&E Supply 590.42; DSG 1043.83; Enerbase 3710.85; Jill Grumbo 42.61; Penny Hetletved 238.70; Instrumentalist Awards 306.00; I-State Truck Center 252.49; Keith Jacobson 160.05; Michael Kamrath 218.02; Krause's Supervalu 260.97; Henry Labore III 500.00; Lynette Laning 60.00; Learnwell 515.02; Linton Education Association 125.00; McLean Co Implement 1321.49; Menard's 320.27; Tracy Minh 127.50; MDU 1357.13; ND Attorney General 160.00; NDEL 300.00; Nordak North Publications 7759.04; NDSOS 30.00; Ottertail Power Co 5150.37; Elizabeth Patterson 67.50; Pearce Durick PLLC 356.25; Popp Binding and Lamination 148.91; Rainbow Gas Co. 5807.13; Region VII Music 350.00; Relevant Speakers Network 625.00; Christina Reynolds 88.60; Sanford Power 100.00; Darrel Scheresky 80.67; School Aids, Inc 198.88; Scott's Hardware 74.43; Staples Business Advantage 175.74; Stein's Inc 1367.08; Time Clock Plus 6288.75; Underwood Clinic 100.00; Wagon Wheel Lumber 28.46; Washburn Music Boosters 1020.00; West River Telecommunications 841.02; Midwest Doors 963.00; Judy Beaudry 936.00; Heidi Boehm 864.00; Janet Derrico 720.00; Shaune Goetz 738.00; Mandy Grossman 378.00; Randy Hall 900.00; Randy Hanson 72.00; Kacy Hardt 5324.00; Kay Reiser 18.00; Brad Rinas 378.00; Earlene Rothmann 828.00; Trevor Schreiner 72.00; Rebecca Tibke 144.00

Opportunity for Public Input was given. None was offered.

Eligibility Motion: Tweeten/

Retterath motioned to remove the eligibility motion from the previous meeting from the table. Motion Defeated.

Superintendents Report: Restitution was paid through the Juvenile Justice for \$265 for graffiti in the bathroom. Fitness Center stats were reported along with financials. Washburn Public School has three retirements this year, along with four resignations. Staffing patterns were reviewed, along with some changes. Reynolds will be principal of PreK-4 plus Special Education; Eriksson will be principal of grades 5-12, which is more equitable. Counselors, Tech Coordinator and Bus Drivers will be supervised by the Superintendent. Student enrollment has increased by 16% over the past four years. A contract has been signed by Dalton Wheeler for Ag Teacher. Offers have been made for the open math positions. SPARCS, which is a trauma informed group, is offered to students. The Donor Wall is ready to order. A draft budget was presented to the board. We have had four children in psychiatric placements since January; the school is financially responsible for their educational tutors.

Principals' reports: Elementary Principal, Christina Reynolds: State assessments start next week in High School. Testing will happen through mid-April. Spring Fastbridge will be mid-April – May. Hank Labore is going to come speak to the elementary school. Guest speaker 5-12 Tarrence Talley speaks about character/ bully and life choices. High School Principal, Beau Eriksson: Acalympics will be held in Linton, competing in trivia-based content. Last week, the Sidne Impaired Driving Experience

was presented by Ricky Richards. Last Friday was the end of Q3, which determines valedictorian, salutatorian and honor cords.

The Finance committee met on 2/16/2026 to plan for negotiations.

The Cocurricular Committee Report: The committee met on 3/2/26 to clarify eligibility and questions around it. Holznagel/Solomonson motioned to change the eligibility requirements to any student in grades 7-12 that has a failing grade in any class be deemed ineligible for extracurricular activities. Motion Carried.

The Facilities Committee met on 3/3/2026. Intercom and fire alarms will be remedied this week. The concrete heaving on the north side, concrete cracking on the west side, exhaust fan for the kitchen blows cold air in when it gets cold outside. CCC gave manuals for systems installed during the remodel. The Facilities Committee is looking at other school needs such as refinishing the Olde Gym floor, leveling and graveling to increase the parking area.

Open Enrollment applications were reviewed: Grade 11 from Underwood. Retterath/Scheresky motioned to approve the application for open enrollment. Motion carried.

Grade PreK from Center. Tweeten/Schaan motioned to deny the application for open enrollment due to our current program being maxed out. Motion carried.

Grades 3 and 7 from Underwood. Scheresky/Retterath motioned to approve the application for open enrollment. Motion carried.

Grade 5 from Hazen. Erber/Holznagel motioned to approve the application for open enrollment. Motion carried.

A notice was received that a 1st grader in the Washburn School District was open enrolled to Hazen.

The Business Manager Evaluation was presented to the board. Superintendent's Evaluation was presented to the board. Retterath/Scheresky Motioned to approve the Superintendent's Evaluation. Motion carried.

Personnel: Melissa Rothe submitted her resignation. Erber/Scheresky motioned to accept her resignation and thank you for her service to Washburn Public School. Motion carried.

Kimberly Toepke submitted her resignation. Scheresky/Erber motioned to accept her resignation and thank you for her service to Washburn Public School. Motion Carried. Rachel Hochhalter submitted her resignation. Erber/Holznagel motioned to accept her resignation and thank you for her service to Washburn Public School. Laura Tweeten has made the decision to retire. A letter will be sent to Laura to thank her for her years of service.

Contracts for the 26-27 Teachers were presented. Scheresky/Schaan motioned to approve the teachers' contracts as presented. Motion carried.

Pledge of Securities was received by Dakota West.

Next Meeting: April 13, 2026, at 7:30pm.

Meeting adjourned at 9:44pm.

Attest: Kendra Casavant, Business Manager  
Rick Tweeten, Chairman

(04-23-26)

## Washburn City Commission Unofficial Meeting Minutes Monday, April 13, 2026 Immediately following Board of Equalization, City Hall

Members Present: Brandon Lazier, Jamie Weber, Keith Hapip, Sharla Kosloski, Mark Lem Absent: None

Lelm called the meeting to order at 6:20 pm.

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

Hapip motioned to approve the following consent agenda items:

- March 9, 2026 meeting minutes
- March Financials
- April bills

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

Lelm motioned to approve a waiver of fees for the sheriff's department to hold a training at the Memorial Hall on May 6th, 2026. Kosloski seconded. Upon roll call, all members present voted aye. Motion carried.

Aaron Hummert was present to discuss the Plat of Linz' Subdivision. They are separating one big lot into two 10-acre lots. They are not being annexed into city limits, but it is our 1-mile radius so it has to be approved through our planning and zoning. Hapip motioned to approve the plat contingent with the road use agreement. Kosloski seconded. Upon roll call, all members present voted aye. Motion carried.

Lelm motioned to approve the gaming site authorization submitted by Dakota Leathernecks at The Cabin Bar and Grill. Kosloski seconded. Lazier-aye, Weber-aye, Hapip-nay, Kosloski-aye, Lelm-aye. Motion carried.

Lelm excused himself and handed the meeting over to VP, Hapip.

Donna Sommer was present to discuss the request submitted by Washburn Life for funds from the lodging tax for billboard signs. The billboards along the highway were falling apart so Washburn Life took it upon themselves to save them. They are looking to be reimbursed for expenses incurred for fixing

the billboard signs and purchasing additional signs to promote the community such as the Clint Hill Memorial and Riverboat Days. Kosloski made a motion to accept the request for lodging tax fund request in the amount of \$5500. Weber seconded.

Discussion on banners previously purchased. Hapip amended the motion to subtract \$253.87 from the amount. Lazier seconded. Upon roll call, all members present voted aye on the amendment. Motion carried. Lelm abstained. Upon roll call, on the original motion, totaling \$5246.13 to pay with the amendment passing, all members present voted aye. Lelm abstained. Motion carried.

Lelm took over the meeting again.

We are currently in the process of transitioning everything over to a .gov domain. NRG submitted a quote to help mitigate our emails and website over. We will also move everything to the cloud for backup purposes. Hapip motioned to approve the quote as presented. Lazier seconded. Upon roll call, all members present voted aye. Motion carried.

Brandt presented a quote for BMS Pay which will help integrate our online payments with the current software we are using. Hapip motioned to approve the quote in at least 3 months and to make sure residents are properly notified. Lelm seconded. Upon roll call, all members present voted aye. Motion carried.

Lelm motioned to approve the public sewer backup and water main break coverage endorsement. Hapip seconded. Upon roll call, all members present voted aye. Motion carried.

Lelm motioned to approve the National Crime Victim's Rights Week Proclamation. Hapip seconded. Upon

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

Weber motioned to relist the Sewer Jetter at \$500. Lazier seconded. Upon roll call, all members present voted aye. Motion carried.

Lelm motioned to hire 3 people to help with tar at the last wage. Lazier seconded. Upon roll call, all members present voted aye. Motion carried.

Brandt gave a summary on the BRIC Grant that Washburn was previously awarded before it was put on hold. This grant would help cover some of the cost to run a pipeline from the intake south of town to our water plant in town. Lazier motioned to continue looking at this water project. Kosloski seconded. Upon roll call, all members present voted aye. Motion carried.

Lelm motioned to approve the resolution creating Street Improvement District 2026-1 and directing preparation of a report and cost estimate. Hapip seconded. Upon roll call, all members present voted aye. Motion carried.

Hapip motioned to approve the resolution approving engineers report and directing preparation of detailed plans and specifications for Washburn Street Improvement District No.2026-1.

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

Hapip motioned to approve the resolution declaring necessary an improvement in and for Washburn Street Improvement District No.2026-1. Kosloski seconded. Public hearing set for May 19th at 6:30 pm. Upon roll call, all members present voted aye. Motion carried.

Hapip motioned to approve the resolution creating Washburn Drainage Improvement District No.2026-1 and directing preparation of a report and cost estimate. Lazier seconded. Upon roll call, all members present voted aye. Motion carried.

Hapip motioned to approve the

resolution approving engineers report and directing preparation of detailed plans and specifications for Washburn Drainage Improvement District No.2026-1.

Weber seconded. Lazier-aye, Weber-aye, Hapip-aye, Kosloski-nay, Lelm-aye. Motion carried.

Hapip motioned to approve the resolution declaring necessary an improvement in and for Washburn Drainage Improvement District No.2026-1. Lazier seconded. Upon roll call, all members present voted aye. Motion carried.

AE2S Update:  
2025 Street & Drainage Improvement – had 30% design meeting to review a couple things. Lead & Copper Rules – about 29 addresses still have unknowns on the private side. Need all service line materials going into their homes documented. Expected to see some category c funding this summer but still unknown how much.

Portfolios:  
Lazier – nothing  
Weber – asking about Kreig property and bring in dirt. Hapip – nothing

Kosloski – nothing  
Lelm – thanked the commission for working with Washburn Life and Park Board.

Thomas – provided a list of gravel work to be done once road restrictions come off.

Brandt – Clean-up week is May 11-15 with curbside May 16th. Open walk will close May 1st. The library board and special assessment committees are looking for one person. Please send a letter of interest.

General Bills:  
-99472 WEST RIVER TELEPHONE 722.04; -99471 OTTERTAIL POWER 52.97; -99470 OTTERTAIL POWER 7,297.46; -99469 CIRCLE SANITATION 8,458.50; -99468 J.P. MORGAN 2,603.74; -99466; MUTUAL OF OMAHA 36.00; Payroll 13,877.54; 88812 FIT

EFTPS 4,176.41; Payroll 13,707.75; -88804 FIT EFTPS 3,994.19; -88803 DENTAL BCBS 6,095.80; -88802 COLONIAL ACCIDE COLONIAL LIFE 234.76; Payroll 13,947.50; -88795 FIT EFTPS 4,194.90; 33271 RETIREMENT AMERICAN FUNDS 1,691.53; 33272 AD&D UNUM 143.67; 33274 AE2S 51,568.71; 33275 AT& T MOBILITY 94.39; 33276; CASH 10.48; 33277 CHELSEY BRANDT 104.00; 33278 CORE & MAIN LP 17,882.47; 33279 DACOTAH PAPER COMPANY 122.47; 33280 DAKOTA SUPPLY GROUP 494.27; 33281 DIRTY DEEDS EXCAVATING 2,725.00; 33282 ERICA MEADOWS 270.75; 33283 FIRESIDE OFFICE SOLUTIONS 58.05; 33284 HAWKINS 3,595.94; 33285; MARCO 175.32; 33286 MCLEAN COUNTY IMPLEMENT LLC 254.95; 33287 MCLEAN COUNTY SHERIFF DEPT 15,992.34; 33288 MCLEAN COUNTY TREASURER 5,050.00; 33289 ND DEPT OF ENVIRONMENTAL QUALITY 380.12; 33290 ND DEPT OF HEALTH- MICROBIOLOGY 54.00; 33291 ND LEAGUE OF CITIES 400.00; 33292 ND STATE AUDITOR 11,288.00; 33293 NORDAK NORTH PUBLICATIONS 248.00; 33294 NORTHERN IMPROVEMENT 610.00; 33295 NORTHWESTERN EQUIPMENT INC 1,126.34; 33296 NRG TECHNOLOGY SERVICES 1,059.00; 33297 ONE CALL CONCEPTS 5.40; 33298 VALLI INFORMATION SYSTEMS, INC 114.20; 33299; WAGON WHEEL LUMBER 100.39; 33300 WASHBURN PARK BOARD 1,810.94

Sales & Use Tax:  
1636 WAIA 1071.54  
Next meeting will be May 11th at 6:30 pm. Meeting adjourned at 8:12 pm.

Chelsey Brandt, Auditor, City of Washburn  
Mark Lem, President, City of Washburn

(04-23-26)