

**Washburn City
Commission
Unofficial Meeting
Minutes
Monday, July 13,
2026**

6:00 pm, City Hall

Members Present: Larry Thomas, Brandon Lazier, Mitch Wachendorf, Sharla Kosloski, Mark Lelm

Absent:

Pledge of Allegiance was recited.

Lelm called the meeting to order at 6:01 pm.

Wachendorf read oath of office.

Thomas read oath of office.

Thomas motioned to approve the agenda. Kosloski seconded. Upon roll call, all members

present voted aye. Motion carried.

Thomas motioned to appoint Chelsey Brandt as auditor. Lazier seconded. Upon roll call, all members present voted aye. Motion carried.

Thomas motioned to appoint David Lindell as city attorney. Lazier seconded. Upon roll call, all members present voted aye. Motion carried.

Thomas motioned to appoint Ryan Oberg with the county as city assessor. Lazier seconded.

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

Lazier motioned to appoint Thomas as VP. Wachendorf seconded. Upon roll call, all members

present voted aye. Motion carried.

Thomas motioned to appoint AE2S as city engineer. Lelm seconded. Upon roll call, all members

present voted aye. Motion carried.

Thomas motioned to appoint Clayton Verke as fire chief. Lazier seconded. Upon roll call, all

members present voted aye. Motion carried.

Lazier motioned to appoint Thomas as street commissioner. Lelm seconded. Upon roll call, all members present voted aye. Motion carried.

Wachendorf motioned to appoint Lelm as water & sewer commissioner. Kosloski seconded.

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

Thomas motioned to appoint Lazier as buildings and grounds commissioner. Lelm seconded.

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

Lazier motioned to appoint Wachendorf as police and fire commissioner. Lelm seconded. Upon

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

Thomas motioned to appoint Kosloski as financial commissioner. Wachendorf seconded. Upon

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

Thomas motioned to appoint Lelm to the airport authority board. Lazier seconded. Upon roll call, all members present voted aye. Motion carried.

Thomas motioned to appoint Don Simon as county planning & zoning representative. Kosloski

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

Thomas motioned to appoint Lazier to the forestry board. Lelm seconded. Upon roll call, all members present voted aye. Motion carried.

Lelm motioned to appoint Kosloski to the library board. Wachendorf seconded. Upon roll call,

all members present voted aye. Motion carried.

Lazier motioned to appoint Thomas to planning and zoning committee. Wachendorf seconded.

Thomas-aye, Lazier-aye, Wachendorf-aye, Kosloski-nay, Lelm-nay. Motion passed.

Thomas motioned to appoint Wachendorf and Kosloski to human resources. Lelm seconded.

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

Lazier motioned to approve the following consent agenda items:

- June 8, 2026 meeting minutes

- June Financials

- July bills

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

Lelm motioned to bypass the 2nd reading of Ordinance #181 and approve the ordinance.

Kosloski seconded. Thomas-nay, Lazier-aye, Wachendorf-aye, Kosloski-aye, Lelm-aye. Motion passed.

Lelm motioned to approve the recommended change to the planning and zoning ordinance under conditionally permitted uses for commercial to include:

(f) shop units not for commercial use

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

Lazier motioned to waive the fees for the Casavant/Trzpuć benefit at the Memorial Building.

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

Lelm motioned to approve the recommended variance requests for Justin Beutler to build his

shop condos. Wachendorf seconded. Upon roll call, all members present voted aye. Motion carried.

Tammy Blumhagen and Lynnea Ritz were present to discuss their conditional use permit to build

storage units on a lot adjacent to city property. Matt Broderick and DJ Kosloski both spoke to

express why they were not in favor of the storage units at this location. There was lengthy

discussion on these buildings. Thomas motioned to approve the

conditional use permit to allow

the construction of these storage units. Lazier seconded. Thomas-aye, Lazier-aye, Wachendorf-nay, Kosloski-nay, Lelm-aye.

Thomas motioned to approve the ND State Fire & Tornado Policy renewal. Lazier seconded.

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

A quote from Quality Asphalt was presented for some patching work that needs to be done

around the 3rd St intersection. Discussion on the sewer line that runs through the middle of this

road and if they'd want it fixed while doing the road work. Tabled until next meeting to gather

more information from the homeowners.

There is some settlement happening down at Riverside Park Road. The city has been granted a

60/40 grant to help repair this issue. There are some concerns that the eroding will continue to

happen due to not knowing the exact cause. Lelm motioned to move forward with the bidding

process on this project. Kosloski seconded. Thomas-nay, Lazier-aye, Wachendorf-aye, Kosloski-aye, Lelm-aye. Motion passed.

There are 16 known lead lines and the LCRI requirements go into effect the fall of 2027, starting

the ten-year window of all lead lines needing to be replaced. Currently, we have a 66%

forgiveness loan through the state. The question needing to be answered is how the city wants

to pay for the additional 33%? Thomas motioned to have the homeowner pay \$500 and the city

would cover the rest of the cost from the enterprise fund. Lazier seconded. Most of the known

lead lines are on Main Ave and 4th Ave. Upon roll call, all members present voted aye. Motion carried.

AE2S Update:

Street & Drainage Improvements – the feedback from the public input meeting was that

everyone wants the street done but not the drainage. The city can look at doing the sanitary

sewer extension with a different contractor to help bring those costs down. Would like to have

another public input meeting on this. Funding can be discussed and what exactly will be done.

Portfolios:

Thomas - nothing

Lazier - nothing

Wachendorf - nothing

Kosloski - asked about the drainage at the library. They haven't had a chance to look at it.

Lelm - asked about the dirtwork on 4th Ave. It will be fixed this fall.

Patching will happen in September/October.

Thomas - Mastic machine will arrive next week, and they will be trained on it. Probably start tarring the following week.

Brandt - The special assessment committee will need a new person. Please submit a letter of interest. If anyone has any budget requests, please get those in.

General Bills:

-99444 363 WEST RIVER TELEPHONE 800.64

-99442 65 CIRCLE SANITATION 8,708.00

-99441 421 MUTUAL OF OMAHA 18.00

-99440 250 OTTERTAIL POWER 7,856.09

-99439 437 J.P. MORGAN 4,239.27

-99438 148 GLOBAL PAYMENTS

87.15

-99437 489 Nuvei 121.00

-88761 Payroll 16,248.33

-88751 FIT EFTPS 4,921.61

-88750 DENTAL BCBS 6,095.80

-88749 50 Benjamin Frederick

730.26

-88748 FIT EFTPS 395.62

-88747 COLONIAL ACCIDENT COLONIAL LIFE 234.77

-88746 Payroll 12,026.22

-88740 FIT EFTPS 3,541.11

-88739 Medicare EFTPS 275.40

33360 64 Larry A Thomas 332.46

33361 AD&D UNUM 130.99

33362 RETIREMENT

AMERICAN FUNDS 1,822.40

33364 67 Keith Hapip JR 831.15

33365 68 Jamie R Weber 831.15

33366 6 AE2S 37,207.00

33367 30 BLACK MOUNTAIN SOFTWARE 1,855.00

33368 487 COOPERATIVE LEGAL SERVICES PLLC 2,372.50

33369 78 CORE & MAIN LP 16,097.52

33370 83 DACOTAH PAPER COMPANY 144.93

33371 86 DAKOTA AGRONOMY PARTNERS 248.75

33372 157 HAWKINS 15,980.72

33373 434 IMMENSE IMPACT, LLC 812.00

33374 436 MARCO 175.32

33375 199 MCLEAN CO AUDITOR 432.00

33376 204 MCLEAN COUNTY IMPLEMENT LLC 13.99

33377 205 MCLEAN COUNTY SHERIFF DEPT 15,992.34

33378 488 MISSOURI RIVER LAWN CARE 399.00

33379 213 MVTL 30.00

33380 216 ND DEPT OF ENVIRONMENTAL QUALITY 394.68

33381 217 ND DEPT OF HEALTH- MICROBIOLOGY 54.00

33382 374 ND DEPT. OF ENVIRONMENTAL QUALITY

196.57

33383 229 ND STATE AUDITOR 13,344.97

33384 29 NORDAK NORTH PUBLICATIONS 380.30

33385 244 NRG TECHNOLOGY SERVICES 575.00

33386 248 ONE CALL CONCEPTS 24.00

33387 468 PLUNKETTS /
VARMINT GUARD 290.00
33388 279 SALHUS SEPTIC
PUMPING 200.00
33389 280 SANITATION
PRODUCT 118.87
33390 490 TERNES TREE
SERVICE & CONTRACTING
1,370.50
33391 308 TITAN MACHINERY
546.38
33392 381 VALLI
INFORMATION SYSTEMS, INC
114.49
33393 11 VESTIS 1,164.16
33394 348 WASHBURN PARK
BOARD 1,769.71
33395 350 WASHBURN PUBLIC
LIBRARY 742.70
33396 364 WESTERN
FRONTIER INSURANCE
10,778.00
Sales & Use Tax:
1640 DIRTY DEEDS
EXCAVATING 40697.66
1641 WAIA 1314.67
Next meeting will be August
10th at 6:00 pm.
Meeting adjourned at 8:10 pm.
Chelsey Brandt, Auditor City of
Washburn
Mark Lelm, President City of
Washburn