WASHBURN CITY COMMISSION UNOFFICIAL MEETING MINUTES MONDAY, NOVEMBER 9, 2026

6:00 pm, City Hall

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

Absent: Brandon Lazier

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

Pledge of Allegiance was recited.

No public comment.

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

Thomas motioned to approve the following consent agenda items:

a) October 12th, 2026 commission meeting minutes

b) October Financials

c) November Bills

d) Local Event Permit – TAG

e) Local Event Permit – 4-H Critters Club Wachendorf seconded. Upon roll call, all members present voted aye. Motion carried.

Bills are available for review at City Hall. Lelm motioned to approve the appointment of Chris Kallhoff to the planning and zoning Wachendorf seconded. Upon roll call, all members present voted aye.

Brock Treybig from the Park Board and Paul Reynolds were present to discuss a proposal to put in a batting cage in one of the rooms at the Memorial Building. The American Legion would be funding $25,000 of the project and the park board would be financing the rest of it. It would be monitored and rented through the city like everything else. Thomas motioned to allow them to proceed with this project. Wachendorf seconded. Upon roll call, all members present voted aye. Motion carried.

Quinn Cullen presented a proposal to buy some property by his house that the city currently owns. Thomas motioned to sell Quinn the property for $1000. Lelm seconded. Upon roll call, all members present voted aye. Motion carried.

Thomas motioned to approve the liquor license transfer for The Cabin. Lelm seconded. Discussion followed. Upon roll call, all members present voted aye. Moton carried.

Thomas motioned to forego the 2nd reading of Ordinance #155A and approve the ordinance as written. Wachendorf seconded. Thomas-aye, Wachendorf-aye, Kosloski-nay, Lelm-aye. Motion carried.

Thomas motioned to approve the bond resolution for the lead line service replacement. Lelm seconded. Upon roll call, all members present voted aye. Motion carried.

Thomas motioned to approve the parity bond certificate for the lead line service replacement. Wachendorf seconded. Upon roll call, all members present voted aye. Motion carried.

Thomas motioned to approve the closing certificate for the lead line service replacement. Lelm seconded. Upon roll call, all members present voted aye. Motion carried.

Thomas motioned to approve the lobbying certificate for the lead line service replacement. Wachendorf seconded. Upon roll call, all members present voted aye. Motion carried.

Thomas motioned to approve the loan agreement for the lead line service replacement. Lelm seconded. Upon roll call, all members present voted aye. Motion carried.

Lelm motioned to approve the bond for the lead line service replacement. Wachendorf seconded. Upon roll call, all members present voted aye. Motion carried.

Thomas motioned to accept the water treatment plants servers and upgrades for $57,965.00. Wachendorf seconded. Upon roll call, all members present voted aye. Motion carried.

Adam presented a quote for crack sealing and mastic for 2027 as well as the rental agreements for both machines. The mastic is used to fill in larger spots where the crack sealing is used for smaller fill ins. Thomas motioned to move forward with the crack sealing/mastic and rentals for the coming year. Lelm seconded. Much discussion on the use and what it does. Upon roll call, all members present voted aye. Motion carried.

TectaAmerica Quote – the quote presented didn't address what we were looking for so will get a new one for the next meeting.

Comp Time: For every hour worked it would be 1.5 hours of comp time, and it would be capped at 40 hours a year and not carried over from year to year. It would be monitored in a spreadsheet, and all usage would have to be approved. Lelm motioned to approve the usage of the comp policy. Kosloski seconded. Upon roll call, all members present voted aye. Motion carried.

AE2S Update:

Heritage Heights Street & Drainage Improvements – Thomas stated his concerns about the county drainage coming through residential areas in the city. He thinks we need get the county and the city together to discuss this.

Riverside Park Road – Terracon sent their report back with the boring results. Discussion was held. Lelm questioned if the bathroom drainfield at the park was an issue down there as well. Would like to see a meter put at that bathroom.

Lead & Copper Rules – The city is potholing themselves to find out the unknown lines. We have started this.

Back-up generator – waiting for this award which is anticipated this winter/spring 2027.

Portfolios:

L. Thomas – tractor that was purchased from JB tractors will be going back.

Wachendorf – nothing

Kosloski – nothing

Lelm – would like to see that private sewer line on 5th Ave dug up before freeze up.

City Personal:

Brandt – We are closed on Wednesday for Veterans Day. Closed for Thanksgiving as well in a couple weeks. Open walk will be back open next week.

Next meeting will be December 14th at 6:00 pm.

Meeting adjourned at 7:26 pm.

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