

City of Wilmont  
Regular Council Meeting  
August 10, 2022

The regular monthly meeting was called to order by Acting Mayor, Travis Halbur at 6:00 pm in the Wilmont Community Center, 316 4<sup>th</sup> Avenue. The Pledge of Allegiance was recited.

**Council Present:** Gene Bertrand (had to come in late), Travis Halbur, Steve Brake, Isaac Joens & Carolyn Penning.

**Guests and Staff:** Amber Bertrand, Steve Joens, Rebecca Towne, Al Fuerstenberg, Michael Slater & Lynn Johnson

**Absent:**

**Agenda:** Carolyn Penning moved to accept the agenda with additions/new business, seconded by Isaac Joens. All in favor. Motion Carried.

**Minutes:** Steve Brake made a motion to approve the minutes from July 12, 2022 seconded by Carolyn Penning. All in favor. Motion carried.

**Time Sheets:** Steve Brake made a motion to approve Tim Bertrand, Steve Joens, Joel Joens and Amber Bertrand's time sheets, seconded by Carolyn Penning. All in favor, Motion carried.

**Treasurers Report:** Amber Bertrand presented the treasurers report – nothing new other than the normal bills. Carolyn Penning made a motion to accept the financial report and to pay the remaining bills and also to pay the operating bills that are received after the council meeting including the fire department bills. Motion seconded by Isaac Joens. All in favor. Motion carried.

**Nobles County Sheriff Report:** No one present to give report.

**Maintenance Report:** Steve Joens gave the maintenance report – he got a bid from Mike Slater to fix the shelter from the tree damage which came in at \$933.36. Steve Brake made motion to accept the estimate from Mike Slater and was seconded by Isaac Joens. All in favor, motion carried. Steve mentioned that the park restrooms have a toilet not working in the women's restroom & the men's room does have a crack in the urinal but not leaking. Steve said that the fence is in tough shape at the ponds – Council stated it was brought up at the past meeting so will be looking into it. The Cemetery has a small tree growing in with the evergreens so asked if he should get it removed which Council stated yes as it could destroy the evergreens. The Fire Hall has some trees in the back that are rubbing so Steve is wanting to get those trimmed up as well before they cause more damage. Steve will get estimates on removing and/or trimming the trees. Electric Pump came and did the inspection & didn't have any large concerns. Amber told Steve that Tim will be coming in to show him how to flush hydrants & to go over a few more things with the ponds. Steve mentioned that he would like a bigger battery charger for the shop as the one they have is pretty small and he also wanted to look into purchasing a leaf blower which the council said was fine. Isaac Joens made motion to approve the Maintenance Report and was seconded by Steve Brake. All in favor. Motion carried.

**Fire Department Report:** Steve Joens gave the Fire Department report – He is worried that since the driver that caused the accident by St Killian is being charged the firemen that were on scene could be subpoenaed which in turn pulls them from their job. Steve believes that Brewster set something up that the County or whoever would be charged a set fee per person that has to be in court due to a fire/rescue call. Amber said she will check with Dave the Clerk in Brewster to see if he has anything showing what the city did. Steve wants something stating that if you are going to have our firemen come to court you will be billed this amount for their time. Steve said that Larkin township filled out the Nobles 2 Wind Farm Grant for trauma bags that would go to the Wilmont Fire Dept. Steve also applied for grant money from Nobles 2 Wind Farms for Thermal Imaging Camera & Multi Gas Detector. Carolyn said that she has some quilts that the ladies did for the fire dept. Carolyn Penning made motion to approve the Fire Department report and was seconded by Steve Brake. All in favor. Motion carried.

**Clerk Report:** Amber gave the Clerk report – Amber asked if the city wanted to do a fall cleanup which the Council was fine with so Amber will get in touch with Schaap Sanitation and once she has a date will get that info out to the residents. Amber looked into outdoor signs since the one the city has is old and falling apart/won't hold the letters in anymore. She found a couple that would work and one that was just like the one they have just white background and would cost around \$270. Motion was made by Isaac Joens to purchase the best option for an outdoor sign and was seconded by Steve Brake. All in favor, motion carried. Amber updated the signers for the Runnings charge account & was told that the city only has a \$100 limit and anything over would need a managers approval so the gal she was talking with at Runnings said she was going to increase to \$1,500 and if the Council wants it changed to let her know, council was fine with leaving at the \$1,500. Amber had received a letter from Nobles County in regards to funds that they are wanting to give to the surrounding cities to go towards infrastructure projects & have awarded Wilmont \$90,909.00 – City has until 12/21/23 to plan & notify Nobles County of the project they are wanting to do and then has to have said project completed by 12/31/24. Amber mentioned that Tim said a good project would be to re-riprap the primary pond or at least get the fencing done. Tim/Steve will look into getting quotes for the riprap to see if it is even a possibility. Isaac Joens made motion to approve the Clerks Report and was seconded by Carolyn Penning. All in favor. Motion carried.

Rebecca Towne from Kinner and Company was present to give the 2021 Audit report. This is the first audit that she has done for Wilmont but has been doing audits for over 11 years & has worked with Amber for the Lismore audit. Rebecca went over the audit & didn't see anything majorly concerning. Financial statements are stable, she did need to put the Lucas Machine and the Scoreboard down as donations & had to include them

in the assets for the city. Rebecca reminded that any donations should have a resolution accepting the donations. Biggest thing is having any items donated documented. Isaac Joens made motion to approve the 2021 Audit and was seconded by Steve Brake. All in favor. Motion carried.

Amber had a realtor ask about the city owned property right next to 707 3<sup>rd</sup> Ave as someone is interested in purchasing the home but since no garage might want to put one up but has no room unless they can purchase this lot from the city. The City can deem this lot as excess property and sell to the new owners and doesn't need to go to competitive bids. Property should really be appraised before a figure is set as that section of land is a pretty big piece. The Council doesn't want to spend money to get it appraised and surveyed but are willing to possibly sell if the buyers are willing to pay for the appraisal & survey along with other fees that may be incurred. The city may need to pay for some of the titling fees if it gets sold. The Council left it at that yes they would be willing to sell that section of land but the buyers would need to pay for appraisal/survey & cover any other cost. Steve Brake made motion to inform whoever purchased 707 3<sup>rd</sup> Ave that the city will sell the land but buyer will cover costs and was seconded by Carolyn Penning. All in favor, motion carried.

Permit was received from Adam Vaske/Anna Hinds to move the shed from Vaske's property to their new home 503 6<sup>th</sup> Ave. They will set it on a cement pad. Motion made by Steve Brake and seconded by Carolyn Penning. All in favor, motion carried. Amber will let them know.

Amber's review was discussed and Isaac Joens made motion to approve and was seconded by Carolyn Penning. All in favor, motion carried.

**Old Business:** Repairs to the Community Center – Same: waiting for Scott to put on the gutters. Amber did try calling Scott to get an update but didn't hear back from him yet. Front windows are in and we are just waiting until the contractor has time to replace. Isaac said he will reach out to Brian to see if he is still interested in replacing the windows and if not will start searching for someone else so it can get done.

Brian Loosbrock – Amber hasn't had a chance to look into this yet & stated that Rita did reach out to let her know that she checked into it quite a few years ago so Amber will look into the past minutes & will also check with Titus to see what steps if any the city needs to take or if we just need to deem as excess property and sell to Brian who will then need to take care of transferring it over into his name.

Amber is still working on the Budget – the Levy will need to be set by the end of September but she is still waiting on the papers from the County. Amber did get the LGA amount & will keep working on the budget so by next meeting the Council can look over and figure out where the budget should be at & get the preliminary one set.

Al Fuerstenberg was in attendance to see where everything is at in regards to his permit. Amber said that she has been talking with Andrew Titus but unfortunately he needs to still do more research and that it is taking more time than he thought. Titus did ask Amber to mention to Al that he might want to look into finding a lawyer that works directly with Zoning and land use to see what options he may have. It was brought up that what if he attached the garage to his house would he then be able to build it in the size that he is wanting. Amber said she will ask Andrew to look into that and she will also keep in touch with Titus on the permit itself. Council has again tabled the permit until next meeting as they are hoping that Titus will have an answer for them at that time. Motion to table permit was made by Steve Brake and seconded by Carolyn Penning. All in favor, motion carried.

**New Business:** Permit for 708 1<sup>st</sup> Ave - Mike Slater had applied for a permit in December of 2020 which Amber was unaware of and was advised to send a letter requesting to cease and desist any work at 708 1<sup>st</sup> Ave until a permit has been received and approved by council which she did. Mike had stopped earlier in the day on August 10 to let Amber know that he did apply for a permit which she found but it was dated approved on 12/8/20 and the permit clearly states that once permit is granted it is only good for 6 months so she put it on the agenda to be discussed and approved/denied. Mike wanted to know why he didn't receive a call & Amber stated she tried the number she had but it must have not been correct but either way the permit had expired & work couldn't be done until the Council extends or re-approves the permit. Mike did fill out a new permit & expressed that 6 months just isn't enough time to build a new structure due to Minnesota weather so the Council will look into getting that updated if possible. Steve Brake made motion to approve the building permit for a new residential structure with attached garage and was seconded by Carolyn Penning. All in favor, motion carried.

Mike Slater also wanted to make it known that the property he owns from the elevator the northern property line has a road that is not city owned even though the city plows it. He is fine if the City wants to keep on plowing it but just wants it know that he owns that property so the city cannot take it under adverse possession. Michael did mention it could be a liability issue as if someone gets hurt on the property he is liable so the Council discussed the option of not having the city plow this section of land. Council said that they will discuss more at next meeting.

There being no further business, Carolyn Penning made a motion to adjourn, Isaac Joens seconded.

Next meeting will be held on September 13, 2022 at 6:00 pm.

Respectfully Submitted

Amber Bertrand, City Clerk

Note: These minutes are proposed and are subject to change.