

City of Wilmont
Regular Council Meeting
December 14, 2022

The regular monthly meeting was called to order by Mayor, Gene Bertrand at 6:00 pm in the Wilmont Community Center, 316 4th Avenue. The Pledge of Allegiance was recited.

Council Present: Gene Bertrand, Travis Halbur, Steve Brake, Isaac Joens & Carolyn Penning.

Guests and Staff: Amber Bertrand, Steve Joens, Alicia Entinger & Josh Balster

Absent:

Agenda: Steve Brake moved to accept the agenda with additions seconded by Carolyn Penning. All in favor. Motion Carried.

Minutes: Carolyn Penning made a motion to approve the minutes from November 15, 2022 seconded by Steve Brake. All in favor. Motion carried.

Time Sheets: Carolyn Penning made a motion to approve time sheets, seconded by Isaac Joens. 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 report.

Maintenance Report: Steve Joens gave the maintenance report – Water Tower pump was coming in at \$750 plus freight and it should have a restrictor placed which would cost around \$30. Isaac Joens made motion to purchase the pump so we have one on hand in case the old one goes out as we don't want the water tower to freeze and was seconded by Steve Brake. All in favor, motion carried. Steve said this pump should only take a couple weeks to come in. Cutting edge on the payloader is going bad so Steve is going to order a new one. There is a training for water/wastewater coming up in March 7th-9th in St Cloud. This is the same meeting that Lismore's PW is going to so council told Steve to go ahead and register for it. Carolyn had asked about what the City should do for all the branches that are down from the storms. Steve has picked up the ones on the street but there are quite a few in everyone's yard. Council discussed different ideas but just left it that the homeowners are responsible for cleaning up their own. Steve Brake made motion to approve the Maintenance Report and was seconded by Isaac Joens. All in favor. Motion carried.

Fire Department Report: Steve Joens gave the Fire Department report – Tyler Brunk will be a new member of the Fire Department. Steve said they are ready to start working on the Fire Hall in January – will start with tearing apart the ceiling and see what is all behind the walls and want to rewire. Total cost should be around \$25,000 and have \$16,700 in donations at this time. Fire budget was done by Logan and it took an increase of about 6.5% over last year. Amber asked that since the price did increase if when she mails the contracts should she invite them to the next meeting to discuss if they want to and council was fine with that. The current budget only had 1 year so Steve will talk with Logan to see if he can get one more year on the budget before mailing the contracts. EMR training will be coming up in Lismore starting in February through April if they can get enough people to attend. Steve Brake made motion to approve the Fire Department report and was seconded by Carolyn Penning. All in favor. Motion carried.

Clerk Report: Amber gave the Clerk report – Got letter from Lincoln Pipestone Rural Water and in July 2023 they will be raising rates up \$0.21 – was at \$2.89 per thousand and will be going to \$3.10 per thousand gallons. Amber got the Voter turnout info from the County and it looks like Wilmont had 59.9% of the registered voters that voted. Amber had type up a personnel file since she was unable to find one and the auditor was wanting something so Amber used Lismore's and just updated the info for Wilmont. Tyler Brunk had stopped in the office to check on his Fire Department application and mentioned that he would be willing to help the city out if Steve needed extra help or happened to be gone so Amber passed that info on for the council to think about and if they decided to pursue it they will need to see if Tyler has experience driving larger vehicles/trucks, pushing snow and/or maintenance. Carolyn Penning made motion to approve the Clerks Report and was seconded by Steve Brake. All in favor. Motion carried.

Motion was made by Carolyn Penning and seconded by Isaac Joens to approve Resolution 2022-11 OLGC Calendar Raffle 1/29/23. All in favor. Motion carried.

Motion was made by Carolyn Penning and seconded by Isaac Joens to approve Resolution 2022-12 Adopting Final Levy & Budget. All in favor. Motion carried.

Motion was made by Isaac Joens and seconded by Carolyn Penning to approve Resolution 2022-13 Reiterating Mayor & Council Pay. All in favor. Motion carried.

Motion was made by Travis Halbur and seconded by Carolyn Penning for retroactive pay for Mayor as Amber didn't know the pay last year and to get it into the 2021 year she had to just pay everyone the same so will pay the missed difference in the 2022 payroll. All in favor. Motion carried.

Mike Slater is planning on using the grain bin site as a temp laydown yard for the windmills (council approved this last meeting) but Mortensen is needing a physical address to put on the lease and Amber talked with Bruce Heitkamp at the Nobles County office & he said that this particular parcel didn't have an address and that the City will need to set the address. Amber did some checking and it looks like the address to be used should be 103 4th Ave N. Travis Halbur made motion to approve appointing the 103 4th Ave N address to the grain bin site and was seconded by Steve Brake. All in favor, motion carried. Amber will let Mike know the address and will let the County know as well to get it added to the parcel.

Audit Engagement Letter from Kinner & Co. – Amber said that the rate did increase \$500 from last year but it matches what they are charging for Lismore and with the cost of everything rising this would be the norm. Amber feels like she works well with Rebecca at Kinner & Co and would like to keep using them for the audit. Carolyn Penning made motion to approve Kinner & Co to do the 2022 audit and was seconded by Isaac Joens. All in favor, motion carried.

Old Business: Repairs to the Community Center – Gutters are now on the building along with the downspouts. Isaac said he still hasn't touched base with Brian Remakel to see if he still wants to do the job and if so when he plans to get it done. Council asked Amber to see where the windows are at so she will check on that & if anyone runs into Brian to just ask him about it.

Water issues by Vaskes house – Steve had Loosbrock come with their camera to see if they could find blockage. They are finding big chunks of clay tile in the storm drains. Steve has been able to get some of it out but still quite a bit and there is still some places the camera couldn't get to. Isaac brought up that maybe someone with a grinder would be able to grind up some of it so see if it can wash out before trying to dig up everything. Loosbrock will be sending us a copy of the camera footage so we can get a better idea and Steve said he really needs a heavier rain to figure out where it is really slowing up at. Steve will keep working on this.

Nobles County ARPA Funds – Still waiting on some estimates for the fence at the ponds. The people we approved are still wanting to come and look it all over but wanted to wait until after the first snowfall so Steve will reach out and try to set up a date to meet with them. Nothing will actually be done until spring. Amber did mention that we can also use funds either from the County or the funds the City got for any infrastructure projects like the Fire Hall remodel – will need to see estimates before deciding on that part.

Camera's for the Shop and Fire Hall – No one was able to get bids from anyone else and didn't really have a place to even check with and the cameras should get done sooner than later. Travis Halbur made motion to approve the estimate from Living Connected for \$3,993.00 for 2 cameras at the shop and 1 camera at the fire hall and was seconded by Carolyn Penning. All in favor. Motion carried.

Motion was made by Carolyn Penning and seconded by Isaac Joens to approve Resolution 2022-14 Appointing Data Compliance Official. All in favor. Motion carried.

Motion was made by Carolyn Penning and seconded by Travis Halbur to approve Resolution 2022-15 Adopting a Communication Policy. All in favor. Motion carried.

Smith & Johnson sent over the retainer agreement between them and the City. Kayla Johnson will be the attorney that the City works with. Motion made by Carolyn Penning and seconded by Travis Halbur. All in favor. Motion carried.

There being no further business, Travis Halbur made a motion to adjourn, Carolyn Penning seconded.

Next meeting will be held on Tuesday, January 10, 2023 at 6:00 pm.

Respectfully Submitted

Amber Bertrand, City Clerk

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