

City of Wilmont
Regular Council Meeting
June 14, 2022

The regular monthly meeting was called to order by Mayor, Gene Bertrand at 7:30 pm in the Wilmont Community Center, 316 4th Avenue. The Pledge of Allegiance was recited.

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

Guests and Staff: Amber Bertrand, Tim Bertrand, Sheriff Jay Clark

Absent: Steve Brake

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

Minutes: Carolyn Penning made a motion to approve the minutes seconded by Isaac Joens. All in favor. Motion carried.

Time Sheets: Travis Halbur made a motion to approve Tim Bertrand and Amber Bertrand's time sheets for May, seconded by Carolyn Penning. All in favor, Motion carried.

Treasurers Report: Amber Bertrand presented the treasurers report for May. Amber said that nothing was out of the ordinary. Carolyn wanted to point out that the Grant money the Fire Department received from Nobles County Electric was from doing the Round Up campaign with them & that it went to purchase 3 pagers. Isaac Joens 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 Travis Halbur. All in favor. Motion carried.

Nobles County Sheriff Report: Sheriff report was given by Sheriff Jay Clark. Nothing new happening on their end. Amber did bring up that Deputy Sheriff Simpson did get a complaint call on the Scholtes Store for shingles blowing off roof & it being dangerous – he was going to reach out and let the owner know of the ordinance violation. Carolyn Penning made motion to approve the Sheriff Report and was seconded Isaac Joens. All in favor. Motion carried.

Maintenance Report: Tim gave the maintenance report. Tim is trying to finish up all the odd end jobs he has started before being done – he has given his final notice as he took a teaching position in Adrian full time. Tim will still help with the water/wastewater portion but would like to be done with the maintenance portion sooner than later as his pumping business has taken off. Tim said he for sure needs someone to help with the mowing right away & Gene stated that Joel Joens has offered to help & Isaac said he will check with his girls otherwise the City will find someone to help out with the mowing – pay was discussed and settled on \$15/hr. Ballfield is almost done – he ordered some anchors for the bases, Duane Burkard will help Tim hang the scoreboard. Bathrooms there work but very outdated so if anyone uses them remind them to turn off the main water as it's always running. Travis mentioned that he might see if he can get his kids to help paint/touchup the things that need to be done like the markers – Tim will pick up the paint. Tim also said that he has Norma from Nobles County Review/Fulda Free Press coming to take pictures and put in the paper as it is part of the Twins requirement. Travis did mention that the City might want to look in at putting in a batting cage if the field starts getting used more to help draw in even more kids. Tim is working on his job description & will put down some extra projects that should be done sometime in the future. Geese have trampled another section of fence at the pond so Tim will get that fixed. The pond banks should really get done at some point but that will need to be budgeted for since it is a larger project. The past storm had a tree fall onto the shelter roof, claim was filed but it looks like it was mainly just 1 piece of tin & trim that got damaged & he might have some in the shop. Another claim was also filed – mower had shot out a piece of wood that struck a parked vehicle causing a minor dent. Sanitary Survey Report from the State was but Council did look over since it was addressed to them – nothing needed to be done on it. Travis Halbur made motion to approve the Maintenance Report and was seconded by Carolyn Penning. All in favor. Motion carried.

Fire Department Report: Isaac Joens gave the Fire Department report – Said not much happening just the normal things to make sure they are ready for the fire season. Tim stated that they got the controller for the light bar so the truck should hopefully be done shortly. Travis Halbur made motion to approve the Fire Department report and was seconded by Carolyn Penning. All in favor. Motion carried.

Nobles County ARPA Funds – Amber received a letter from Nobles asking if the City had any projects that could use funding & they are wanting to compile a list and then will decide from there what to do with the ARPA funds. Council discussed ideas on what would need some improvements – ponds were brought up with needing a new fence and to redo the banks. Total redo would be around \$500,000, just banks \$200,000 or just fence \$75,000. Nobles was wanting multiple ideas so Amber will mention the pond projects and also will go with the Fire Department remodel and also the park restrooms as those are in need of major updates. Amber will get a letter off to Nobles stating these projects and will keep the council informed when she hears anything.

Maintenance Applications – it was discussed if the City should post again about the job opening or just interview the 2 applicants that we had back in May and see if one of them will work for the position. With Tim wanting to be done right away the Council felt we shouldn't delay on the hiring process. Amber will reach out to the 2 applicants to set up an interview time. Carolyn Penning and Steve Brake will be the 2 to conduct the interview and then the council will meet after that to discuss who to offer the job to.

Clerk Report: Amber gave the Clerk report – Scott Christenson (he is the IT for Lismore) and he is willing to be the IT for Wilmont & he has the Lismore laptop setup where Amber can remote in for Wilmont so can help customers even when in Lismore. Scott also put an anti-virus software on the computer as the old one ran out and nothing was there & he also added a cloud backup on the computer so it backs up daily. Wade at UP Insurance was reviewing the policy and noticed back in 2017 the City removed the dug outs, tower lights & concession/restroom & since the ballfield is up & running with updates wanted to know if we want to add any back on. Council asked to get quotes on what it would cost to add it all back on & the breakdown for each (for sure will want the dugouts, concession stand and bathrooms). Carolyn Penning made motion to approve the Clerks Report and was seconded by Isaac Joens. All in favor. Motion carried.

Old Business: Sale of Owned Property – Amber looked into this and the City can decide what they want as excess property or not, does not have to be a competitive bid so could post however we wanted. Only thing would be is that City owned property cannot be sold to public officials. The Council at this time decided to table as they are not ready to sell the land but at least now know the process for down the road.

Repairs to the Community Center – Same: waiting for Scott to put on the gutters. Front windows are in and we are just waiting until the contractor has time to replace. Windows have been paid for a long time ago.

Website – Amber got a different bid from Municipal Impact which was recommended by a few cities and Fulda was one of them so the Council was able to go online and look at the layout. The cost for the year along with setup came to \$914.95 and they can have the website up and running within 3 days. Amber did go back to GovOffice to see if they were willing to come down on price & the lowest they would go was \$2,995. Municipal Impact also offers for free an Alert System that residents can sign up for. Amber would need to get a domain but cost for that is less than \$20 a year. Isaac Joens made motion to approve the purchase of the Website through Municipal Impact and was seconded by Travis Halbur. All in favor. Motion Carried.

New Business: Trisha Smith dropped off a permit to add on to her existing deck. Size would be 13x9 and she is well within the setback parameters. Travis Halbur made motion to allow this and was seconded by Carolyn Penning. All in favor. Motion carried.

Josh Balster asked Gene if horses would be allowed within the City limits – per ordinance it is not allowed so Gene will let him know that he cannot have any horses.

Sewer/Water Contract – Tim is willing to stay on as a contracted employee for the water/wastewater since whoever is hired will not have the certifications needed to do that part of the job (they have to be employed by city for a year before they can work on getting the certificates). Tim requested for the monthly salary to be at \$1,000.00 and anything over 2 hours per week that he had to work he would be paid his current rate. Tim's last day as maintenance will be July 3rd and contract would start effective 7/4/22 – no benefits other than PERA will be paid (no insurance, VEBA, vacation, etc.). Travis Halbur made motion to approve these terms/contract and was seconded by Isaac Joens. All in favor. Motion carried. Amber will type up a contract with these terms so it is written in paper and signed by both parties.

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

Next meeting will be held on July 12, 2022 at 6:00 pm.

Respectfully Submitted

Amber Bertrand, City Clerk

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