

City of Wilmont
Special Council Meeting
June 28, 2022

The Special Council 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, Steve Brake, Travis Halbur & Carolyn Penning.

Guests and Staff: Amber Bertrand

Absent: Isaac Joens

The Special meeting was held to discuss the interviews for the maintenance position. The City had 2 people apply and interview. Steve and Carolyn did the interview process – they had a list of questions that they asked each applicant and have given their thoughts on both. Out of the 2 applicants one stood out due to having more experience and maintenance knowledge and wouldn't need to be trained in on the basic day to day projects. After consideration of the two applicants it was decided by the Council to offer Steve Joens the position. The City would guaranty at least 32 hours but not limited to that & if employee works over 40 hours within the week they will be paid overtime – cannot be banked for extra PTO. Employee shouldn't have overtime unless an emergency came up or a big snowfall in the winter. PERA is automatically offered and starts the date of hire and the City would offer Health Insurance along with VEBA. Health Insurance would start the month after the applicant has started so if starts in July insurance would start August 1 and VEBA would start after a 3 month probation period. The City covers the cost of the Value option single plan but the employee does have the option to choose a higher plan or family plan & will pay the difference. For VEBA the city will pay in \$75 per pay period. PTO will be offered up to 120 hours accrued per year, 8 hours per month and can be carried over – this will start accruing after the 3 month probation period. The City will also give paid holidays for the following – New Years Eve, Presidents Day, Martin Luther King Day, Memorial Day, Juneteenth Day, Fourth of July, Labor Day, Columbus Day, Veterans Day, Thanksgiving Day and Christmas Day. The Council discussed the pay rate and since Steve does not have the certification/licenses for the water/wastewater they will offer starting pay at \$20 and after the 3 month probation period will look at a pay increase around \$0.25-\$0.50 and then pay raises will be discussed on an annual basis to be effective the first of each year. If Steve were to get the licenses/certifications needed the Council would also look at a pay increase at that time. The Council did try reaching out to Steve Joens via the phone at the meeting but was unable to get in touch with him to offer the position. Steve Brake will continue to reach out until he can get ahold of Steve Joens. Amber will get something together for the benefits to give to Steve breaking all of this down.

There being no further business, Travis Halbur made a motion to adjourn, Steve Brake seconded.

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

Respectfully Submitted

Amber Bertrand, City Clerk

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