

City of Wilmont  
Regular Council Meeting  
March 15, 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:** Travis Halbur, Steve Brake, Isaac Joens & Carolyn Penning.

**Guests and Staff:** Amber Bertrand, Tim Bertrand, Sheriff Melissa Einck & Andrew Titus

**Absent:** Gene Bertrand

**Agenda:** Isaac Joens moved to accept the agenda with additions, seconded by Steve Brake. 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:** Isaac Joens made a motion to approve Tim Bertrand and Amber Bertrand's time sheets for February, seconded by Steve Brake. All in favor, Motion carried.

**Treasurers Report:** Amber Bertrand presented the treasurers report for February. Steve Brake 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 Carolyn Penning. All in favor. Motion carried.

**Nobles County Sheriff Report:** Sheriff Melissa Einck gave the report and stated that nothing new has happened – no calls. Sheriff Einck did request that we put something in the Shopper to get word out that since the weather is getting nicer and more people are out and about to make sure that vehicles, garages, houses, etc. are all locked up and also if someone has any type of cameras to just make sure that they are all in good working condition. Sheriff Einck also asked us to post about making sure house numbers are viewable from the street so the Sheriff, Fire Dept, Rescue Squad can find the home easy and fast for everyone's safety. Carolyn Penning made motion to approve the Sheriff Report and was seconded by Steve Brake. All in favor. Motion carried.

**Maintenance Report:** Tim reported that not much is happening in his area. He was asked if he was able to keep up with moving snow which he stated that yes since there hasn't been much falling he has been able to plow the streets and get the snowed moved off main. Travis did ask how the summer was going to work with mowing and all the other duties that spring/summer brings and Tim stated that if or when his pumping business starts picking up he will be stepping back from the Maintenance position. Tim does want to make sure that the ball field is up and running before resigning but once things have more of a set timeframe he will have a better idea on a date. Tim said that the fencing will be getting put in soon and the playground equipment should also be showing up soon and he will be ordering the bases. The Council did request that Tim give them notice as soon as he has an idea which he stated he would and the Council also said that if he works through the summer and needs help we can look at hiring someone to do the mowing or general maintenance. Isaac Joens 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 – Pancake feed fundraiser will be held on March 20<sup>th</sup>. They are still trying to get estimates on repairs for the fire hall. Motion was made by Carolyn Penning to accept Melanie Penning and Joshua Balster to the fire department which was seconded by Steve Brake. Steve Brake made motion to approve the Fire Department report and was seconded by Carolyn Penning. All in favor. Motion carried.

On a motion by Steve Brake and seconded by Isaac Joens it was duly passed to adopt Resolution 2022-03 Reestablishing Precincts and Polling Places – Wilmont will stay as a mail in ballot for the 2022 Elections. All in favor. Motion carried.

On a motion by Carolyn Penning and seconded by Steve Brake it was duly passed to name Kinner & Company LTD as the Official Auditor for the City of Wilmont. The cost for the audit would not exceed the \$7,350 which was right around the cost that Danielle Berg charged but since Danielle had to help with financials she is unable to do the audit which is why the City

had to look elsewhere. Kinner & Company works with the City of Lismore also so Amber has a better understanding of what documents they will all be needing. All in favor. Motion carried.

**Clerk Report:** Amber gave the Clerk report – brought up that it was requested to put the minutes in the Wilmont Shopper like it was done in the past – Council denied and stated that since we have it on the bulletin board and it can be requested when I am in the office there is no need to put it in one more place. Amber did request to be able to set up monthly auto pay for Nobles Coop Electric since there are quite a few bills it would save on cost of printing check/postage/etc. and we would still get paper bill in mail so have amounts. Council was fine with setting it up on auto so Amber will get that set up. Amber did invoice the City of Lismore for the 4<sup>th</sup> quarter payroll for hours worked in Lismore and will bill quarterly going forward. Amber will be going to the MCFOA Conference in St Cloud but did request a check to pay the Hotel cost before hand and will get receipts showing anything additional which the Council approved. Amber had to increase the monthly ACH limit with United Prairie from \$10,000 limit to \$15,000 due to more people signing up for auto pay on utility billing. Nobles Coop Electric did send a notice that if the City wanted to vote they would need to do a resolution assigning one council member as the voter – Council declined since the people as individuals can vote also. Steve Brake made motion to approve the Clerks Report and was seconded by Isaac Joens. All if favor. Motion carried.

**Old Business:** Security Cameras – the City did get the estimate/invoice of cost for 4 cameras of \$3,878 which will be placed in and around the Community Center. Tim thought that it should be for 6 cameras as the Fire Hall and Shop should have one. Isaac Joens made motion to approve the invoice for the 4 cameras and to get an estimate for the additional 2 cameras and Steve Brake seconded. All in favor, motion carried.

The repairs to the Community Center – we did get an estimate from Scott but Amber did get a phone call back from ABC Seamless with a bid but hasn't had a chance to find out that amount so we will see who comes in with best price but the estimate from Mike Slater for the siding and the estimate from Scott for the rain gutters was brought over to Wade at UP Insurance so it could get sent in to insurance and get the claim check coming. Mike Slater called Gene and said he is ready to start when weather permits. Front windows are in and we are just waiting until the contractor has time to replace.

Donation to Fire Hall - Still waiting on estimates from the fire department before City can see what they will donate.

**New Business:** Andrew Titus did come to the Council meeting to discuss his role with the City and explained why we may get bills from him and that he bills once everything is all said and done. He also reported on the Bradshaw property stating that nothing has been changed into an individual name/still in estates name so can't get after anyone yet at this time. As for the Stewart property he is looking into it but it looks like there is still a medical claim against the property but will check more and let us know.

There being no further business, Carolyn Penning made a motion to adjourn, Steve Brake seconded.

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

Respectfully Submitted

Amber Bertrand, City Clerk

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