



2019

WILTON CITY COMMISSION
MEETING MINUTES

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January 2, 2019

A regular meeting of the Board of City Commissioners was held on January 2, 2019 at 7:00 p.m. at the City Meeting Room. Present were Pres. LeeAnn Domonoske-Kellar, Commissioners John Clausen, Bill Kary, and Jim Schacher. Also present Joe and Jen Hall.

Motion made by Clausen and seconded by Schacher to approve the minutes of the last regular meeting (12-19-18) as presented. All present voted aye, motion carried.

Motion made by Kary and seconded by Clausen to finalize the agenda as presented. All present voted aye, motion carried.

Jen Hall was present to speak on behalf of Denis Hedstrom. Hedstrom was given until January 14, 2019 to remove the semi-trailer that is tipped over on his property on the corner of Whitman Ave. and Hwy 83. Hedstrom requested an extension until May 31, 2019 since the trailer needs to be emptied before it can be flipped up right. The board agreed to the extension. No motion was made.

Josh and Carissa Steinert submitted a 2-year tax exempt request for their property located at 722 high Park Drive. **Motion made by Schacher and seconded by Kary** to approve the tax-exempt request for 2019 in accordance with North Dakota Century Code 57-02-08. All present voted aye, motion carried. The Steinerts submitted the request on December 27, 2018 making them ineligible for to be exempt for 2018 since tax statements were already mailed out.

Motion made by Kary and seconded by Schacher to approve a 3% raise for the full-time salaried employees. Roll call vote. Aye: Commissioners Clausen, Kary, Schacher and Pres. Domonoske-Kellar. Absent: Hedstrom. Motion carried.

Pres. Domonoske-Kellar stated a McLean County Deputy contacted her about complaints concerning people smoking within 20 feet of a public entry way and the accumulation of discarded cigarette butts on Dakota Ave. McLean County Sheriffs Department will be dealing with the situation.

General discussion was held about updating the annual and sick leave policies.

Motion made Schacher and seconded by Clausen to pay all bills as presented. Roll call vote. Aye: Commissioners Clausen, Kary, Schacher and Pres. Domonoske-Kellar. Absent: Hedstrom. Motion carried.

With no other items for discussion Pres. Domonoske-Kellar declared the meeting adjourned at 7:39 p.m.

19833 Terry Hutslar 1,553.11

19834 Dean Larson 1,092.16

19835 Pattie Solberg 1,253.11

19836 Advanced Business Methods 55.00

19837 SCRWD 13,834.27

19838 BCBS of ND 1,687.54

Pattie Solberg, City Auditor

LeeAnn Domonoske-Kellar, Pres.

January 16, 2019

A regular meeting of the Board of City Commissioners was held on January 16, 2019 at 7:00 p.m. at the City Meeting Room. Present were Pres. LeeAnn Domonoske-Kellar, Commissioners John Clausen, Bill Kary, and Jim Schacher.

Motion made by Schacher and seconded by Clausen to approve the minutes of the last regular meeting (1-2-18) as presented. All present voted aye, motion carried.

Motion made by Kary and seconded by Schacher to finalize the agenda as presented. All present voted aye, motion carried.

A draft of the updated employee handbook was given to the commissioners to review. The draft will be discussed at the February 6th meeting.

Motion made by Clausen and seconded by Kary to approve the Sportsmen's Bar and Grill liquor license transfer to the Memorial Hall on February 16, 2019 for the Wilton Schools Valentines dance. All present voted aye, motion carried.

Motion made by Schacher and seconded by Clausen to approve the Sportsmen's Bar and Grill liquor license transfer to the Memorial Hall on March 30, 2019 for the Pheasants Forever Banquet. All present voted aye, motion carried.

During a routine audit of City's 2014 financial records it was discovered there was an error in the balance of all 5 of the City's CD's. The three of the CD's reflected balances from 2010 or prior. This mistake was possibly a conversion error when the City switch to a new accounting software in mid-2013. Auditor Solberg worked with Haga Kommer Accounting Firm to make the necessary corrections.

Motion made Kary and seconded by Schacher to pay all bills as presented. Roll call vote. Aye: Commissioners Clausen, Kary, Schacher and Pres. Domonoske-Kellar. Absent: Hedstrom. Motion carried.

With no other items for discussion Pres. Domonoske-Kellar declared the meeting adjourned at 7:18 p.m.

-99792 VISA 890.91

-89939 NDPERS 425.00

-89938 NDPERS 1,813.32

-89937 US Treasury 3,138.86

-89936 ND Office of State Tax Commissioner 418.83
-89935 NDPERS 425.00
8467 Butler 308.73
19839 Aflac 54.86
19840 Terry Hutslar 1,601.73
19841 Dean Larson 1,132.73
19842 Pattie Solberg 1,286.93
19843 McLean County Sheriff 7,374.17
19844 Circle Sanitation 6,582.50
19845 Montana Dakota Utilities 814.87
19846 Municipal Judges Assoc. 25.00
19847 Verizon Wireless 112.17
19848 Ameri-Pride 241.16
19849 Coal Conversion Counties 200.00
19850 Famers Union Oil 656.79
19851 Power Plan 1,734.38
19852 ND One Call 9.60
19853 Bek Communications 12.18
19854 Otter Tail Power 1,796.26
19855 ND Rural Water Assoc. 240.00

Pattie Solberg, City Auditor

LeeAnn Domonoske-Kellar, Pres.

February 6, 2019

A regular meeting of the Board of City Commissioners was held on February 6, 2019 at 7:00 p.m. at the City Meeting Room. Present were Pres. LeeAnn Domonoske-Kellar, Commissioners John Clausen, Bill Kary, and Lisa Hedstrom. Absent Jim Schacher.

Motion made by Hedstrom and seconded by Kary to approve the minutes of the last regular meeting (1-16-19) as presented. All present voted aye, motion carried.

Motion made by Clausen and seconded by Kary to finalize the agenda as presented. All present voted aye, motion carried.

General discussion was held about the updated employee handbook.

Motion made by Clausen and seconded by Kary to approve the Vicky Bender's request for free use of the Memorial Hall on February 16, 2019. The Wilton School will be holding an adult dance as a fundraiser for the Close-Up Group. All present voted aye, motion carried.

Motion made by Hedstrom and seconded by Kary to approve Krista McGregor's request for a reduced water rate for her current water charges. McGregor will be given a \$0.50 discount per thousand gallons. McGregor house is vacant and a water line broke causing her basement to flood. All present voted aye, motion carried.

Motion made by Clausen and seconded by Hedstrom to approve the Union Bank as the City of Wilton's depository of public funds. Roll call vote. Aye: Commissioners Clausen, Kary, Hedstrom and Pres. Domonoske-Kellar. Absent: Schacher. Motion carried.

Motion made by Hedstrom and seconded by Clausen to approve the annual cash report as presented. All present voted aye, motion carried.

Motion made Kary and seconded by Clausen to pay all bills as presented. Roll call vote. Aye: Commissioners Clausen, Kary, Hedstrom and Pres. Domonoske-Kellar. Absent: Schacher. Motion carried.

With no other items for discussion Pres. Domonoske-Kellar declared the meeting adjourned at 7:41 p.m.

-89934 NDPERS 425.00

-89933 US Treasury 3,217.76

-89932 NDPERS 1,863.04

19856 Terry Hutslar 1,601.73
19857 Dean Larson 1,132.73
19858 Pattie Solberg 1,286.96

Pattie Solberg, City Auditor

LeeAnn Domonoske-Kellar, Pres.

February 20, 2019

A regular meeting of the Board of City Commissioners was held on February 20, 2019 at 7:00 p.m. at the City Meeting Room. Present were Pres. LeeAnn Domonoske-Kellar by speaker phone, Commissioners John Clausen, Bill Kary, Lisa Hedstrom and Jim Schacher. Also present AJ Tuck.

Motion made by Schacher and seconded by Hedstrom to approve the minutes of the last regular meeting (2-6-19) as presented. All present voted aye, motion carried.

Motion made by Kary and seconded by Hedstrom to finalize the agenda as presented. All present voted aye, motion carried.

Commissioner Kary has been looking into long term and short disability so the City can establish a policy for the updated handbook. The City is looking into limiting the number of sick days an employee can take before having to go onto short-term or long-term disability.

Motion made by Schacher and seconded by Kary to sign a 5-year Master Professional Service Agreement with Ulteig Engineering. There is no cost associated with the contract and either party can terminate the agreement at any time. All present voted aye, motion carried.

Motion made by Hedstrom and seconded by Kary to pay the specials off for the lots owned by the City in High Park North. The payoff amount as of February 12th is \$8023.58 for lot 16 block4 and \$18,868.46 for lot 17 block 4. Roll call vote. Aye: Commissioners Clausen, Kary, Schacher, Hedstrom and Pres. Domonoske-Kellar. All present voted aye, motion carried.

Motion made by Clausen and seconded by Schacher to purchase a modem for the electronic sign. The total cost will be \$1608.00 which includes a 5-year data package. The American Legion donated \$1000.00 towards the cost of modem. All present voted aye, motion carried.

Motion made Schacher and seconded by Clausen to pay all bills as presented. Roll call vote. Aye: Commissioners Clausen, Kary, Schacher, Hedstrom and Pres. Domonoske-Kellar. Motion carried.

With no other items for discussion Pres. Domonoske-Kellar declared the meeting adjourned at 7:19 p.m.

-99791 Visa 443.86

-89931 NDPERS 425.00

19859 Aflac 54.86

19860 Terry Hutslar 1,601.73
19861 Dean Larson 1,132.73
19862 Pattie Solberg 1,286.96
19863 SCRWD 15,048.61
19864 BCBS of ND 1,687.54
19865 McLean County Sheriffs 7,374.17
19866 Farmers Union Oil 665.53
19867 The Union Bank 15.00
19868 Haga Kommer CPA 1,375.00
19869 Office Depot 108.30
19870 Verizon Wireless 112.21
19871 BHG, Inc. 730.28
19872 ND Dept. of Health 32.00
19873 Montana Dakota Utilities 805.33
19874 Ameri-Pride 241.16
19875 Bek Telephone 11.76
19876 Advanced Business Methods 55.00
19877 McLean County 3,962.27

Pattie Solberg, City Auditor

LeeAnn Domonoske-Kellar, Pres.

March 6, 2019

A regular meeting of the Board of City Commissioners was held on March 6, 2019 at 7:00 p.m. at the City Meeting Room. Present were Commissioners John Clausen, Bill Kary, and Jim Schacher. Absent Pres. LeeAnn Domonoske-Kellar and Commissioner Lisa Hedstrom. In Pres. Domonoske-Kellar absent, the meeting was chaired by Comm. Clausen.

Motion made by Schacher and seconded by Kary to approve the minutes of the last regular meeting (2-20-19) as presented. All present voted aye, motion carried.

Motion made by Kary and seconded by Schacher to finalize the agenda as presented. All present voted aye, motion carried.

General discussion was held about the employee handbook.

Motion made by Schacher and seconded by Kary to approve the Camp of the Cross request for free use of the hall on May 4, 2019 for their Blue Jeans Ball. All present voted aye, motion carried.

Motion made by Kary and seconded by Schacher to approve the annual gaming permit for Dollars for Scholars. All present voted aye, motion carried.

Motion made by Kary and seconded by Schacher to close out the 5 water Cd's as they mature. The funds from the CD's will be combined and placed in the saving account until a better interest rate on CD's can be found. All present voted aye, motion carried.

General discussion was held about making a policy for free and reduced rates for the Memorial Hall.

General discussion was held about purchasing garage door openers for the cold storage building. The matter was tabled until bids can be obtained.

Motion made Schacher and seconded by Kary to pay all bills as presented. Roll call vote. Aye: Commissioners Clausen, Kary, and Schacher. Absent: Comm. Hedstrom and Pres. Domonoske-Kellar. Motion carried.

With no other items for discussion Comm. Clausen declared the meeting adjourned at 7:34 p.m.

-89930 US Treasury 3,217.76

-89929 NDPERS 425.00

-89928 NDPERS 1,863.04
19878 Terry Hutslar 1,601.73
19879 Dean Larson 1,132.73
19880 Pattie Solberg 1,286.96
19881 Aflac 54.86
19882 Circle Sanitation 6,616.50
19883 Ottertail Power 2,186.25
19884 BCBS of ND 1,687.54
19885 SCRWD 14,145.47
19886 ND Surplus Property 125.00
19887 Advanced Business Methods 55.00
19888 The Union Bank 15.00
19889 Lisa Jenkins 844.55

Pattie Solberg, City Auditor

LeeAnn Domonoske-Kellar, Pres.

March 20, 2019

A regular meeting of the Board of City Commissioners was held on March 20, 2019 at 7:00 p.m. at the City Meeting Room. Present were President LeeAnn Domonoske-Kellar, Commissioners John Clausen, Bill Kary, and Lisa Hedstrom. Absent Commissioner Jim Schacher. Also present Sue Fred, Cindy Bartholomew, and 2 representatives from AT&T.

Motion made by Clausen and seconded by Kary to approve the minutes of the last regular meeting (3-06-19) as presented. All present voted aye, motion carried.

Motion made by Hedstrom and seconded by Clausen to finalize the agenda as presented. All present voted aye, motion carried.

Capping accrued sick leave at 720 hours and starting a short-term disability insurance plan was discussed.

Motion made by Hedstrom and seconded by Kary to have automatic door openers installed on the overhead doors at the cold storage building. The cost for the openers plus installation will be \$2,177.70. All present voted aye, motion carried.

Setting a policy for free use of the Memorial Hall was discussed. The Board felt it was best to leave it on a case by case basis.

Sue Fred and Cindy Bartholomew were present to request a discount for Lorraine Clausen's water bill. Clausen is not currently living in the home. The water meter froze and broke causing the basement to flood. **Motion made by Hedstrom and seconded by Kary** to approve a \$0.50 discount per 1000 gallons. Roll call vote. Aye: Comm. Kary, Hedstrom and Pres. Domonoske-Kellar. Abstain: Comm. Clausen. Absent: Comm. Schacher. Motion Carried

AT&T representatives gave a presentation on First Net, which is a cell service for first responders.

Motion made by Clausen and seconded by Hedstrom to approve Carissa Steinert's request for free use of the Memorial Hall on March 21, 2019 for the FFA Banquet. All present voted aye, motion carried.

Motion made by Kary and seconded by Clausen to give free pet licenses in April 2019 with proof of rabies vaccination. All present voted aye, motion carried.

Motion made Clausen and seconded by Kary to pay all bills as presented. Roll call vote. Aye: Comm. Clausen, Kary, Hedstrom and Pres. Domonoske-Kellar. Absent: Comm. Schacher.
Motion Carried

With no other items for discussion Pres. Domonoske-Kellar declared the meeting adjourned at 7:47 p.m.

-89927 NDPERS 425.00
8468 Butler 19.49
19890 Advanced Business Methods 55.00
19891 McLean County Sheriff 7,374.17
19892 Circle Sanitation 6,599.50
19893 Montana Dakota Utilities 875.68
19894 Verizon Wireless 107.17
19895 Ameri-Pride 241.16
19896 Farmers Union Oil 1,207.52
19897 Bek Telephone 13.78
19898 Office Depot 27.68
19899 Sam's Club 45.00
19900 Workforce Safety & Insurance 1,496.29
19901 ND Dept of Health 16.00
19902 ND Dept of Health 94.16
19903 Terry Hutslar 1,601.73
19904 Dean Larson 1,132.73
19905 Pattie Solberg 1,286.96
19906 McLean County 27,031.54
19907 Stewart Signs 1,608.00

Pattie Solberg, City Auditor

LeeAnn Domonoske-Kellar, Pres.

April 3, 2019

A regular meeting of the Board of City Commissioners was held on April 3, 2019 at 7:00 p.m. at the City Meeting Room. Present were President LeeAnn Domonoske-Kellar, Commissioners John Clausen, Bill Kary, and Jim Schacher. Absent Commissioner Lisa Hedstrom.

Motion made by Clausen and seconded by Schacher to approve the minutes of the last regular meeting (3-20-19) as presented. All present voted aye, motion carried.

Motion made by Kary and seconded by Clausen to finalize the agenda as presented. All present voted aye, motion carried.

There was a watermain break near the intersection of Burleigh Avenue and 4th Street. The necessary repairs were made.

General discussion was held about the employee handbook. Pres. Domonoske-Kellar will look into a drug and alcohol policy.

Motion made by Schauer and seconded by Kary to cash in the 2 maturing water CD's and deposit the funds into the general savings account. Roll call vote. Aye: Comm. Clausen, Kary, Schacher and Pres. Domonoske-Kellar. Absent: Comm. Hedstrom. Motion carried

Motion made by Kary and seconded by Clausen to approve the gaming permit request from the Sportsmen's Bar Women's Softball Team to sell raffle tickets. All present voted aye, motion carried.

Motion made by Clausen and second by Schacher to pay the \$1,225,000 Refunding Bond of 2014, \$805,000 Refunding Bond of 2013 and \$150,000 Water and Sewer Bond of 2006. Roll call vote. Aye: Comm. Clausen, Kary, Schacher and Pres. Domonoske-Kellar. Absent: Comm. Hedstrom. Motion carried

During an internal water audit, it was discovered the City is paying South Central Water for more water than residents are being billed for. Upon looking into the issue, it was discovered there are currently about 90 meters that are over 30 years old. These meters do not register low flowing water. It is also possible some of the water loss is due to water main leaks, the wrong type of meters installed in places such as the apartment complexes and trailer courts and unmetered water. The City will contact the Rural Water Association to see if they can help determine if there are any leaking mains.

Motion made Schacher and seconded to Kary to sign the National Service Recognition Day Proclamation. All present voted aye, motion carried. Pres. Domonoske-Kellar will contact the

Wilton Food Bank about the Commission volunteering as part of the National Service Recognition Day.

Motion made by Kary and seconded by Clausen to approve Terry Hutslars request for vacation from May 8th through May 18th. All present voted aye, motion carried.

Motion made Schacher and seconded by Clausen to pay all bills as presented. Roll call vote. Aye: Comm. Clausen, Kary, Schacher and Pres. Domonoske-Kellar. Absent: Comm. Hedstrom. Motion carried

With no other items for discussion Pres. Domonoske-Kellar declared the meeting adjourned at 7:34 p.m.

-89926 NDPERS 425.00
-89925 NDPERS 1,863.11
-89924 US Treasury 3,442.70
-89923 ND Office of State Tax Commissioners 374.51
19908 Terry Hutslar 1,601.73
19909 Dean Larson 1,132.73
19910 Pattie Solberg 1,286.93
19912 Ryland Manufacturing 945.00
19913 SCRWD 15,448.62
19914 BCBS of ND 1,687.54
19915 Ottertail Power 1,770.15
19916 BHG, Inc. 179.32
19917 Advanced Business Methods 61.5

Pattie Solberg, City Auditor

LeeAnn Domonoske-Kellar, Pres.

April 17, 2019 - Board of Equalization

A Board of Equalization meeting of the Board of City Commissioners was held on April 17, 2019 6:30 p.m. at the City Meeting Room. Present were Pres. LeeAnn Domonoske-Kellar, Commissioners John Clausen, Bill Kary, and Jim Schacher. Absent: Lisa Hedstrom

Motion made by Kary and seconded by Schacher to accept the 2019 property values proposed by the assessor, Ryan Oberg, which included no across the board changes in McLean County or Burleigh County. Any changes in property value for 2019 were due to either new construction, demolition, property improvement, or a change in status from exempt to non-exempt, as illustrated on the Change in True and Full Value supplemental provided by the assessor. All present voted aye, motion carried.

Pres. Domonoske-Kellar declared the meeting adjourned at 6:45 p.m.

Pattie Solberg, City Auditor

LeeAnn Domonoske-Kellar, Pres.

April 20, 2019

A regular meeting of the Board of City Commissioners was held on April 20, 2019 at 7:00 p.m. at the City Meeting Room. Present were President LeeAnn Domonoske-Kellar, Commissioners John Clausen, Bill Kary, and Jim Schacher. Absent Commissioner Lisa Hedstrom. Also present Rich Skjonsby.

Motion made by Schacher and seconded by Clausen to approve the minutes of the last regular meeting (4-03-19) as presented. All present voted aye, motion carried.

Motion made by Kary and seconded by Kary to finalize the agenda as presented. All present voted aye, motion carried.

Rich Skjonsby was with Missouri Valley Insurance presented the commission with a proposal for long term disability, basic life, accidental death and dismemberment policies.

Bases on the current cost of meters it will cost about \$20,000 for the City to change out the 90 obsolete meters plus the 6 meters that need to be changed to compound meters. The board was in agreement to have the Rural Water Association listen to the water mains for leaks and will decide how to move forwards after the Rural Water Association reports on the water mains.

Motion made by Clausen and seconded by Kary to approve an annual contract with Otter Tail Power. The contract is for the maintenance of the Cities street lights. All present voted aye, motion carried.

Spring Clean-Up was set for the week of May 6th. Auditor Solberg will contact Circle Sanitation to see if a roll off dumpster is available.

Motion made by Clausen and seconded by Kary to send a compliance letters out for a disassembled vehicle in a yard. All present voted aye, motion carried.

Motion made Schacher and seconded by Kary to pay all bills as presented. Roll call vote. Aye: Comm. Clausen, Kary, Schacher and Pres. Domonoske-Kellar. Absent: Comm. Hedstrom. Motion carried

With no other items for discussion Pres. Domonoske-Kellar declared the meeting adjourned at 7:46 p.m.

-89922 NDPERS 425.00

42 Starion Bond Service 95,668.00
1036 Starion Bond Service 66,718.00
8469 Deere Credit, Inc 16,000.00
19918 Aflac 54.86
19919 Terry Hutslar 1,601.73
19920 Dean Larson 1,132.73
19921 Pattie Solberg 1,286.96
19922 Ameri-Pride 241.16
19923 B&B Excavating 3,200.00
19924 Bek Communications 11.13
19925 BHG, Inc. 111.44
19926 Circle Sanitation 6,616.50
19927 Core and Main 1,357.36
19928 Farmers Union Oil 866.95
19929 McLean County Sheriff 7,374.17
19930 ND Dept. of Health 129.47
19931 Starion Bond Service 12,398.00
19932 Verizon Wireless 113.07
19933 Deere Credit, Inc 3,675.81

Pattie Solberg, City Auditor

LeeAnn Domonoske-Kellar, Pres.

May 1, 2019

A regular meeting of the Board of City Commissioners was held on May 1, 2019 at 7:00 p.m. at the City Meeting Room. Present were President LeeAnn Domonoske-Kellar, Commissioners Bill Kary, Jim Schacher and Lisa Hedstrom. Absent: Commissioners John Clausen. Also present Ward Heidbreder and Keith Hegney.

Motion made by Kary and seconded by Schacher to approve the minutes of the last regular meeting (4-17-19) as presented. All present voted aye, motion carried.

Motion made by Schacher and seconded by Hedstrom to approve the minutes of the Board of Equalization meeting. All present voted aye, motion carried.

Motion made by Hedstrom and seconded by Kary to finalize the agenda as presented. All present voted aye, motion carried.

Motion made by Schacher and seconded by Kary to limit sick leave to 720 hours in the new employee handbook. All present voted aye, motion carried.

Motion by Kary and seconded by Schacher to make the updated employee handbook effective June 1, 2019. All present voted aye, motion carried.

Motion by Schacher and seconded by Kary to make the long-term disability plan with a 90-day elimination and 2-year benefit period effective June 1, 2019. All present voted aye, motion carried.

Motion made by Kary and seconded by Schacher to purchase a water meter for the south park. All present voted aye, motion carried.

Motion made by Schacher and seconded by Hedstrom to approve Time Out Taverns liquor licenses transfer to the south park for May 11th, June 1st, June 8th, and July 13thcontigent on security being present. All present voted aye, motion carried.

Motion made by Schacher and seconded by Kary to accept the bid from Inland Potable Services, Inc. for \$2875.00 to clean the water tower. All present voted aye, motion carried.

Motion made by Schacher and seconded by Hedstrom to request up to \$2,000 from the Sales and Use Board to purchase a small trailer and sign for advertising purposes. All present voted aye, motion carried. The City of Wilton is not permitted to advertise certain events on the electronic bill board because of its location in the Highway right away.

Motion made by Schacher and seconded by Kary to approve the Washburn Legion’s Site Authorization request for bingo, pull tab dispensing devices and prize board dispensing devices at the County Line Cafe July 1, 2019 thru June 30, 2020. All present voted aye, motion carried.

Motion made by Schacher and seconded by Kary to approve the Washburn Legion’s Site Authorization request for pull tab dispensing devices, electronic pull tab devices, prize board dispensing devices and twenty-one tables at the Sportsmen’s Bar & Grill for July 1, 2019 thru June 30, 2020. All present voted aye, motion carried.

Motion made by Hedstrom and seconded by Schacher to approve the Washburn Legion’s Site Authorization request for pull tab dispensing devices, electronic pull tab devices and prize board dispensing devices at the Time Out Tavern for July 1, 2019 thru June 30, 2020. All present voted aye, motion carried.

A public hearing will be held on May 22, 2019 at 7:00 regarding the Lance and Lea Quams request to construct a privacy fence in the City’s right-of-away.

Motion made Schacher and seconded by Kary to pay all bills as presented. Roll call vote. Aye: Comm. Kary, Hedstrom, Schacher and Pres. Domonoske-Kellar. Absent : Clausen. Motion carried.

With no other items for discussion Pres. Domonoske-Kellar declared the meeting adjourned at 7:53 p.m.

-89921 US Treasury 3,217.76	19941 Verizon Wireless 112.99
-89920 NDPERS 425.00	19942 C.S. Doors Inc. 2,377.70
-89919 NDPERS 1,863.03	19943 Sanitation Products 1,536.07
19934 Terry Hutslar 1,601.73	19944 ND Dept. of Health 16.00
19935 Dean Larson 1,132.73	19945 Pro Forms 65.30
19936 Pattie Solberg 1,286.96	19946 Office Depot 91.58
19937 Void	19947 Advanced Business Methods 36.30
19938 Aflac 54.86	19948 Montana Dakota Utilities 669.17
19939 BCBS of ND 1,687.54	19949 Otter Tail Power 1,252.11
19940 SCRWD 14,818.44	

Pattie Solberg, City Auditor

LeeAnn Domonoske-Kellar, Pres.

May 15, 2019

A regular meeting of the Board of City Commissioners was held on May 15, 2019 at 7:00 p.m. at the City Meeting Room. Present were President LeeAnn Domonoske-Kellar, Commissioners John Clausen, Jim Schacher and Lisa Hedstrom. Absent Commissioner Bill Kary.

Motion made by Hedstrom and seconded by Schacher to approve the minutes of the last regular meeting (5 1-19) as presented. All present voted aye, motion carried.

Motion made by Schacher and seconded by Hedstrom to finalize the agenda as presented. All present voted aye, motion carried.

Motion by Schacher and seconded by Clausen to allow Terry Hutslar and Dean Larson to keep their accumulated sick leave that exceeds 720 hours. Sick leave cannot be accumulated until their sick leave goes below 720 hours. All present voted aye, motion carried.

Motion made by Clausen and seconded by Schacher to send Ben and Becky Perkerewicz a 30-day Notice and Order to repair or demolish the house they own at 418 McLean Ave. All present voted aye, motion carried.

Motion made by Clausen and seconded by Hedstrom to approve a commercial building permit for a 36x50 addition for Don Weibles' building located at 708 Burleigh Road. All present voted aye, motion carried.

Motion made by Schacher and seconded by Hedstrom to declare a fire emergency and adopt a City wide burn ban. All present voted aye, motion carried. The burn ban will use the Rangeland Fire Index.

Motion made by Hedstrom and seconded by Schacher to approve the County Line Cafes liquor license transfer to the Memorial Hall on May 18, 2019 for a wedding reception. All present voted aye, motion carried.

Motion made by Schacher and seconded by Clausen to request up to \$2000.00 from the Sales and Use Commission to purchase a small trailer and portable sign. The sign will be used to advertise local events that are not permitted to be displayed on the electronic billboard by the Highway Department. All present voted aye, motion carried.

Motion made Schacher and seconded by Clausen to pay all bills as presented. Roll call vote. Aye: Comm. Clausen, Hedstrom, Schacher and Pres. Domonoske-Kellar. Absent: Kary. Motion carried.

With no other items for discussion Pres. Domonoske-Kellar declared the meeting adjourned at 7:25 p.m.

-89917 NDPERS 425.00
-89916 NDPERS 0.56
-99789 Visa 1,157.92
8470 Farmers Union Oil 376.46
19950 Rachel Howe 398.96
19951 Lee Larson 367.36
19952 Jason Tafao 398.96
19953 Timothy Thompson 367.36
19954 Jerrod Belgarde 132.98
19955 Rachel Howe 124.67
19956 Lee Larson 124.67
19957 Jason Tafao 91.42
19958 Void
19959 Terry Hutslar 1,601.73
19960 Dean Larson 1,132.73
19961 Pattie Solberg 1,286.96
19962 McLean County Sheriff 7,374.17
19963 Circle Sanitation 6,757.50
19964 Farmers Union Insurance 66.00
19965 Acme Tools 396.00
19966 Ameri-Pride 243.66
19967 Bek Telephone 15.11

Pattie Solberg, City Auditor

LeeAnn Domonoske-Kellar, Pres.

May 22, 2019 – Public Hearing

A public hearing of the Board of City Commissioners was held on May 22, 2019 at 7:00 p.m. at the City Meeting Room. Present were President LeeAnn Domonoske-Kellar, Commissioners John Clausen, Bill Kary, Jim Schacher and Lisa Hedstrom. Also present Lance Quam.

Motion made by Schacher and seconded by Clausen to finalize the agenda as presented. All present voted aye, motion carried.

This meeting was held at the request of Lance and Leah Quam.

The Quams submitted a variance request to construct a privacy fence in the City right-of way on the north side of their property at 202 4th Street S. All property owners within 200 feet were notified of the hearing date. The City did not receive any written protest to the Quams variance request and no members of the public were present to protest.

Quam stated he wanted to place a 6-foot fence approximately 8 feet from the curb for safety of young kids playing in his yard. Quam also stated moving the fence to his property line would place the fence too close to his swing set. **Motion made by Kary and seconded by Clausen** to deny the variance request as it is written. Roll call vote. Aye: Commissioner Clausen, Kary, Schacher and Pres. Domonoske-Kellar. Nay: Commissioner Hedstrom. Motion carried.

With no other items for discussion Pres. Domonoske-Kellar declared the meeting adjourned at 7:17 p.m.

Pattie Solberg, City Auditor

LeeAnn Domonoske-Kellar, Pres.

June 5, 2019

A regular meeting of the Board of City Commissioners was held on June 5, 2019 at 7:00 p.m. at the City Meeting Room. Present were President LeeAnn Domonoske-Kellar, Commissioners John Clausen, Bill Kary, Jim Schacher and Lisa Hedstrom. Also present Myron Basaraba and Ben Perkerewicz.

Motion made by Schacher and seconded by Kary to approve the minutes of the last regular meeting (5-15-19) as presented. All present voted aye, motion carried.

Motion made by Clausen and seconded by Schacher to approve the minutes of the special meeting held on May 22, 2019 as presented. All present voted aye, motion carried.

Motion made by Kary and seconded by Clausen to finalize the agenda as presented. All present voted aye, motion carried.

The gravel road leading to the lagoons is need of repair. The road is owned by the Famers Union Elevator. Pres. Domonoske-Kellar will contact the Elevator about having the road repaired.

Myron Basaraba discussed several concerns. He stated there is a problem with dogs running at large and vicious dogs. Pres. Domonoske-Kellar informed Basaraba he will need to contact McLean County Sheriffs Department about the vicious dogs.

Basaraba had concerns about a new fence that is possibly encroaching on property he recently sold. Basaraba also stated he was concerned about people not coming to a complete stop at stop signs specifically at the intersection of 7th Street and Whitman Avenue.

Ben Perkerewicz was present on the property he purchased at 418 McLean Avenue. The previous owner was served with a Notice and Order. The house had to be repaired or demolished within 30 days. Perkerewicz bought the property before the 30 days were up. Perkerewicz was mailed a certified letter on May 17, 2019 with a Notice and Order. When the City Auditor checked the tracking history on June 5th, the letter was in Fargo, ND. Perkerewicz asked for an extension until October 1st to have the structure demolished. Pres. Domonoske-Kellar stated that the original Notice and Order was also posted on the house prior to the property being purchased and felt October was to far away. The Commission and Perkerewicz came to a mutual agreement of September 1, 2019 to have the structure removed. Pres. Domonoske-Kellar asked Perkerewicz to attend a meeting in August if he can not meet the September 1st deadline.

A list of about 50 ordinance violations was presented to the commissioners. **Motion made by Clausen and seconded by Kary** to send compliance letter the properties as discussed. All present voted aye, motion carried.

Motion made by Schacher and seconded by Hedstrom to approve the Wilton Park Boards request for a noise variance until 2:00am on June 16, 2019 for Wild in Wilton. All present voted aye, motion carried.

Motion made by Hedstrom and seconded by Clausen to approve Time Out Taverns liquor license transfer to the South Park for Wild in Wilton on June 15 and 16, 2019. All present voted aye, motion carried.

Motion made by Clausen and seconded by Schacher to approve the first reading of the following amendments to the penalties on the following ordinances:

~~3.0207 – BunringBurning,~~
3.0210 – Removal of Snow and Ice from Sidewalk,
~~3.0217 – Blocking Streets,~~
~~4.0303 – Bonfires Prohibited – Exceptions,~~
~~4.0305 – Open Burning Prohibited,~~
~~4.0502 – Exploding Firearms, 8.0209 – Enforcement by Police, 8.0309 – Enforcement, 8.0502 – Enforcement, 10.0310 – Disposal of Refuse Not Collected by the City, 10.0313 - Designated Yard Waste Disposal Area, 11-0110 – Penalty, 11.0213 – Penalty and 16.0201 – Penalty. All present voted aye, motion carried.~~

Motion made by Clausen and seconded by Schacher to renew the Blue Cross Blue Shield Health Insurance policy. All present voted aye, motion carried.

A special hearing was scheduled for June 26, 2019 for Tyrell Schuh and Fred Schauers variance request that where approved by the Zoning Board on May 30, 2019

Motion made Schacher and seconded by Clausen to pay all bills as presented. Roll call vote. Aye: Comm. Clausen, Kary, Hedstrom, Schacher and Pres. Domonoske-Kellar. Motion carried.

With no other items for discussion Pres. Domonoske-Kellar declared the meeting adjourned at 8:11 p.m.

-89915 NDPERS 1,863.04

-89914 NDPERS 425.00
-89913 Void
-89912 US Treasury 3,237.54
-89911 Void
-89910 US Treasury 427.50
19968 Maddison National Life Insurance 81.85
19969 Terry Hutslar 1,601.73
19970 Dean Larson 1,132.73
19971 Pattie Solberg 1,286.96
19972 Taryn Schurhamer 114.05
19973 Hayle Boechler 60.03
19974 McKenna Wiesenberger 99.04
19975 SCRWD 14,842.33
19976 BHG., Inc. 287.48
19977 BCBS of ND 1,687.54
19978 Montana Dakota Utilities 369.23
19979 Ottertail Power 1,771.02
19980 Steins Inc. 53.20

Pattie Solberg, City Auditor

LeeAnn Domonoske-Kellar, Pres.

June 19, 2019

A regular meeting of the Board of City Commissioners was held on June 19, 2019 at 7:00 p.m. at the City Meeting Room. Present were President LeeAnn Domonoske-Kellar, Commissioners John Clausen, Bill Kary, Jim Schacher and Lisa Hedstrom. Also present Andrew Jordan and Duane Johnson.

Motion made by Schacher and seconded by Clausen to approve the minutes of the last regular meeting (6-5-19) as presented. All present voted aye, motion carried.

Motion made by Hedstrom and seconded by Kary to finalize the agenda as presented. All present voted aye, motion carried.

The gravel road leading to the lagoons has been repaired and the Farmers Union Elevator agreed to pay for half of the cost.

The Commissioners discussed planting trees at the RV Park. Commissioner Kary and Schacher will look into different kinds of fruit trees to possibly establish a community orchard.

Motion made by Kary and seconded by Schacher to approve the second reading and final passage of the following amendments to the penalties on the following ordinances:

— ~~3.0207 – Burning~~ Burning,

3.0210 – Removal of Snow and Ice from Sidewalk,

— ~~3.0217 – Blocking Streets,~~

— ~~4.0303 – Bonfires Prohibited – Exceptions,~~

— ~~4.0305 – Open Burning Prohibited,~~

— ~~4.0502 – Exploding Firearms, 8.0209 – Enforcement by Police, 8.0309 – Enforcement,~~

8.0502 – Enforcement, 10.0310 – Disposal of Refuse Not Collected by the City, 10.0313 -

Designated Yard Waste Disposal Area, 11-0110 – Penalty, 11.0213 – Penalty and 16.0201 –

Penalty. Roll call vote. Aye: Comm. Clausen, Kary, Hedstrom, Schacher and Pres. Domonoske-Kellar. Motion carried.

A Draft of the 2020 budget was presented to the Commissioners for review.

Andrew Jordan and Duane Johnson were present to discuss the grant the school received. Part of the grant is forming a committee to do a needs analysis of things the school needs. Jordan asked if any member of the Commission would like to volunteer for the committee. Pres. Domonoske-Kellar volunteered to serve on the committee. Jordan also stated students can volunteer to help the City projects.

Motion made by Schacher and seconded by Kary to appoint Mike Schmit to the Wilton Planning and Zoning Board. All present voted aye, motion carried.

Motion made by Kary and seconded by Hedstrom to cancel the July 3, 2019 meeting. All present voted aye, motion carried.

Motion made Schacher and seconded by Kary to approve vacation days for Auditor Solberg for July 8th through 12th. All present voted aye, motion carried.

Motion made Schacher and seconded by Clausen to pay all bills as presented. Roll call vote. Aye: Comm. Clausen, Kary, Hedstrom, Schacher and Pres. Domonoske-Kellar. Motion carried.

With no other items for discussion Pres. Domonoske-Kellar declared the meeting adjourned at 7:40 p.m.

-89908 NDPERS 425.00
-89907 NDPERS 0.84
8471 Ok Tire Store 222.20
19981 Advanced Business Methods 81.23
19982 McLean County Sheriff 7,374.17
19983 Circle Sanitation 6,799.00
19984 Verizon Wireless 112.99
19985 Farmers Union Oil 708.43
19986 Bek Telephone 15.90
19987 Cory Hendricks 400.00
19988 4 Season Services 675.00
19989 GovOffice 550.00
19990 Ameri-Pride 243.66
19991 BHG, Inc 282.87
19992 ND Dept of Health - Chemistry 327.21
19993 Office Depot 44.16
19994 Core & Main 663.54
19995 Aflac 54.86
19996 Terry Hutslar 1,601.73
19997 Dean Larson 1,132.73
19998 Pattie Solberg 1,286.96
19999 Hayle Boechler 229.91
20000 Tori Dickson 1,240.80

20001 Taryn Schurhamer 264.12
20002 McKenna Wiesenberger 180.08

Pattie Solberg, City Auditor

LeeAnn Domonoske-Kellar, Pres.

July 17, 2019

A regular meeting of the Board of City Commissioners was held on July 17, 2019 at 7:00 p.m. at the City Meeting Room. Present were President LeeAnn Domonoske-Kellar, Commissioners Bill Kary, Jim Schacher and Lisa Hedstrom.

Motion made by Schacher and seconded by Hedstrom to approve the minutes of the last regular meeting (6-19-19) as presented. All present voted aye, motion carried.

Motion made by Kary and seconded by Schacher to approve the Public Hearing minutes held on June 26, 2019 as presented. All present voted aye, motion carried.

Motion made by Hedstrom and seconded by Kary to finalize the agenda as presented. All present voted aye, motion carried.

Pres. Domonoske-Kellar opened the meeting with the special hearing requested by Lewis and Clark Regional Development Council. Pres. Domonoske-Kellar asked if there were any comments or concerns about the current CDBG grant project or prior projects. No one present had any comments or concerns. Pres Domonoske-Kellar closed the hearing.

Motion made by Kary and seconded by Hedstrom to accept the preliminary 2020 budget as presented. All present voted aye, motion carried. The final budget hearing will be held on October 2, 2019 at 6:45 p.m.

Motion made by Hedstrom and seconded by Kary to approve the Sportsmen's Bar liquor license transfer the Memorial Hall on August 3, 2019. All present voted aye, motion carried.

Comm. Kary reported that the Burleigh County Soil Conservation will be doing a soil survey to determine the best kind of trees to plant at the RV Park

Motion made Schacher and seconded by Kary to pay all bills as presented. Roll call vote. Aye: Comm. Kary, Hedstrom, Schacher and Pres. Domonoske-Kellar. Absent: Comm. Clausen. Motion carried.

With no other items for discussion Pres. Domonoske-Kellar declared the meeting adjourned at 7:25 p.m.

-99788 Visa 1,455.46
-89906 NDPERS 425.00
-89905 NDPERS 1,863.04
-89904 US Treasury 3,832.71
-89903 ND Office of State Tax 384.47
-89902 NDPERS 425.00
-89901 NDPERS 0.84
*63 Midwest Maintenance 82,063.00
8472 County of Burleigh 2,488.32
8473 B&B Excavating 2,000.00
20003 SCRWD 18,093.82
20004 Montana Dakota Utilities 218.25
20005 Otter Tail Power 1,616.85
20006 Advanced Business Methods 166.72
20007 NABCO 81.55
20008 ND One Call 21.60
20009 Core and Main 238.46
20010 BHG., Inc. 233.05
20011 Farmers Union Insurance 400.00
20012 ND Surplus Property 260.00
20013 BCBS of ND 1,687.54
20014 Terry Hutslar 1,601.73
20015 Dean Larson 1,132.73
20016 Pattie Solberg 1,286.96
20017 Aflac 54.86
20018 Hayle Boechler 84.04
20019 Tori Dickson 372.24
20020 Taryn Schurhamer 181.88
20021 McKenna Wiesenberger 161.47
20022 McLean County Sheriff 7,374.17
20023 Circle Sanitation 6,782.00
20024 ND One Call 8.40
20025 Hayle Boechler 156.07
20026 Tori Dickson 1,240.80
20027 Terry Hutslar 1,601.73
20028 Dean Larson 1,132.73
20029 Pattie Solberg 1,286.96

**Paid for by a grant obtained by the Wilton Community Progress Corp.*

Pattie Solberg, City Auditor

LeeAnn Domonoske-Kellar, Pres.

August 7, 2019

A regular meeting of the Board of City Commissioners was held on August 7 2019 at 7:00 p.m. at the City Meeting Room. Present were President LeeAnn Domonoske-Kellar, Commissioners John Clausen, Bill Kary and Jim Schacher. Also present Matt Leidy, Allisa Breeding, and Larry King.

Motion made by Schacher and seconded by Kary to approve the minutes of the last regular meeting (7-17-19) as presented. All present voted aye, motion carried.

Motion made by Clausen and seconded by Schacher to finalize the agenda as presented. All present voted aye, motion carried.

Matt Leidy was present to discuss the drainage issue in front of his property located at 523 Minnesota Ave. Leidy stated it has been an issue for 22 years and water pools in front of his drive and that at times the water is ten feet or more up his driveway. Leidy asked about the City install a storm drain in front of his property and the possibility of the City paying for or cost sharing the project with him. Pres. Domonoske-Kellar said she would contact the City Engineer and set up a meeting to have the issue evaluated.

Allisa Breeding was present to discuss the removal of 2 German Shepards from the Wilton Trailer Park. The German Shepards attacked Bredings dog on July 2, 2019. The dogs owner was found guilty in the Municipal Courts for the incident. Breeding presented a petition to the Commission signed by 11 residents requesting the removal of the German Shepherds. Pres. Domonoske-Kellar informed Breeding that the ordinance states the first time a dog bites, the owner is fined and the second time the animal is removed from the City Limit. Breeding stated she and other neighbors have made numerous complaints to the Burleigh County Sheriffs Department about the dogs. Pres. Domonoske-Kellar informed Breeding they need to contact McLean County Sheriffs Department because the City is contracted with McLean County Sheriffs Department and they are responsible for enforcing City ordinances. Larry King stated he felt the dogs were a danger and needed to be removed before someone else is hurt by the dogs. Pres. Domonoske-Kellar stated she will contact the City attorney to discuss the petition.

The Zoning Board was unable to meet quorum for the July meetings. All build application were sent to the commission for approval.

Motion made by Clausen and seconded by Schacher to approve Jim Grey's building application to build a 30'x40' detached garage at his property located at 109 Louis Ave. All present voted aye, motion carried.

Motion made by Schacher and seconded by Kary to approve Theo Stein's building application to build a 6'x8' entryway on his house located at 312 N. 6th St. All present voted aye, motion carried.

Motion made by Kary and seconded by Schacher to approve Dave Krein's building application to build a 12'x12' 4 Season porch at 508 N. 6th St. All present voted aye, motion carried.

Motion made by Clausen and seconded by Schacher to approve the 2020 Police Contract for \$90,259.85 with McLean County Sheriffs Department. All present voted aye, motion carried.

Pres. Domonoske-Kellar stated she was approached by an individual interested in purchasing the Wilton Landfill. The Commission was in agreement that at this current time they are not interested in selling.

The water CD for \$7,000 will mature on August 10, 2019. The CD will be cashed and put into savings until a higher CD rate can be found.

Motion made by Schacher and seconded by Kary to approve vacation days for the City auditor for September 18-24, 2019. All present voted aye, motion carried.

Motion made Schacher and seconded by Kary to pay all bills as presented. Roll call vote. Aye: Comm. Clausen, Kary, Schacher and Pres. Domonoske-Kellar. Absent: Comm. Hedstrom. Motion carried.

With no other items for discussion Pres. Domonoske-Kellar declared the meeting adjourned at 7:36 p.m.

-99787 Visa 719.54
-89900 NDPERS 425.00
-89899 US Treasury 3,667.58
-89898 NDPERS 1,863.04
8474 County of Burleigh 104.69
8475 Farmers Union Oil 624.45
20030 ND Dept. of Health 48.00
20031 Ameri-Pride 243.66
20032 Bek Communications 9.92
20033 Verizon Wireless 113.01
20034 Advanced Cleaning and Restoration 253.25
20035 C&H Glass 140.00
20036 SCRWD 17,475.31
20037 ND League of Cities 983.00

20038 BCBS of ND 1,812.60
20039 Montana Dakota Utilities 135.46
20040 ND One Call 9.60
20041 Office Depot 155.73
20042 Farmers Union Elevator 168.25
20043 Ottertail Power 1,797.99
20044 ND Insurance Dept. 1,795.75
20045 Hayle Boechler 21.01
20046 Tori Dickson 333.86
20047 Terry Hutslar 1,601.73
20048 Dean Larson 1,132.73
20049 Pattie Solberg 1,286.96
20050 Aflac 54.86

Pattie Solberg, City Auditor

LeeAnn Domonoske-Kellar, Pres.

August 21, 2019

A regular meeting of the Board of City Commissioners was held on August 21, 2019 at 7:00 p.m. at the City Meeting Room. Present Commissioners John Clausen, Lisa Hedstrom and Jim Schacher. In President Domonoske-Kellars absence, the meeting was chaired by Comm. Clausen.

Motion made by Schacher and seconded by Hedstrom to approve the minutes of the last regular meeting (8-7-19) as presented. All present voted aye, motion carried.

Motion made by Hedstrom and seconded by Schacher to finalize the agenda as presented. All present voted aye, motion carried.

Motion made by Schacher and seconded by Hedstrom to approve the American Legions Auxiliary's gaming permit to hold a raffle on December 15, 2019. All present voted aye, motion carried.

The Commission will begin working on updating the City Ordinance Book. The current book was adopted in 1992.

Motion made by Hedstrom and seconded by Schacher to pay all bills as presented. Roll call vote. Aye: Comm. Hedstrom, Schacher and Clausen. Absent: Pres. Domonoske-Kellar and Comm. Kary. Motion carried.

With no other items for discussion Comm. Clausen declared the meeting adjourned at 7:05 p.m.

-89897 NDPERS 425.00	20060 Western Dakota Energy Association
-89896 NDPERS 0.84	200.00
20051 Terry Hutslar 1,601.73	20061 ND One Call 1.20
20052 Dean Larson 1,132.73	20062 Office Depot 55.29
20053 Pattie Solberg 1,286.96	20063 ND Dept. of Health 16.00
20054 Advanced Business Methods 72.69	20064 Verizon Wireless 113.49
20055 BHG, Inc. 554.15	20065 Ameri-Pride 273.41
20056 McLean County Sheriffs 7,374.17	20066 Farmers Union Oil 504.41
20057 Circle Sanitation 6,799.00	20067 Taryn Schurhamer 162.08
20058 Montana Dakota Utilities 90.85	20068 McKenna Weisenberger 141.07
20059 Bek Communications 9.45	

Pattie Solberg, City Auditor

LeeAnn Domonoske-Kellar, Pres.

September 4, 2019

A regular meeting of the Board of City Commissioners was held on September 4, 2019 at 7:00 p.m. at the City Meeting Room. Present; President Domonoske-Kellar, Commissioners John Clausen and Bill Kary.

General discussion was held on updating the ordinance book

Motion made by Kary and seconded by Clausen to approve the minutes of the last regular meeting (8- 21-19) as presented. All present voted aye, motion carried.

Motion made by Clausen and seconded by Kary to finalize the agenda as presented. All present voted aye, motion carried.

Motion made by Kary and seconded by Clausen to approve the gaming permit for the Sacred Heart Church to hold a raffle on October 6, 2019. All present voted aye, motion carried.

Motion made by Clausen and seconded by Kary to approve the gaming permit for the First Presbyterian Church to hold a raffle on September 7, 2019. All present voted aye, motion carried.

Motion made by Kary and seconded by Clausen to approve Chad Oswald with Farmers Union Insurance as the local agent for the Fire and Tornado Fund. All present voted aye, motion carried.

Motion made by Clausen and seconded by Kary to pay all bills as presented. Roll call vote. Aye: Comm. Clausen, Kary and Pres. Domonoske-Kellar. Absent: Comm. Hedstrom and Schacher. Motion carried.

With no other items for discussion Pres. Domonoske-Kellar declared the meeting adjourned at 7:06 p.m.

-99786 Visa 398.90

-99785 Visa 749.98

-99784 Paypal 1,065.71

-89895 NDPERS 425.00

-89894 NDPERS 1,863.04

20069 Ottertail Power 1,829.90

20070 SCRWD 18,906.83

20071 BCBS of ND 1,812.60

20072 NABCO 173.10
20073 Sensus 1,715.95
20074 Office Depot 164.31
20075 Advanced Business Methods 61.05
20076 Terry Hutslar 1,601.73
20077 Dean Larson 1,132.73
20078 Pattie Solberg 1,286.96
20079 Aflac 54.86
20080 Lyle Aune 50.00

Pattie Solberg, City Auditor

LeeAnn Domonoske-Kellar, Pres.

September 19, 2019 – Special Meeting

A special meeting of the Board of City Commissioners was held on September 19, 2019 at 5:45 p.m. at the City Meeting Room. Present were President LeeAnn Domonoske-Kellar, Commissioners John Clausen, Lisa Hedstrom and Jim Schacher.

The purpose of this meeting was for a liquor license transfer. Quorum was not met for the September 18, 2019 meeting.

Motion made by Schacher and seconded by Clausen to approve the County Line Café liquor license transfer to the Memorial Hall on September 28, 2019 for a wedding reception. All present voted aye, motion carried.

With no other items for discussion Pres. Domonoske-Kellar declared the meeting adjourned at 5:46 p.m.

Pattie Solberg, City Auditor

LeeAnn Domonoske-Kellar, Pres.

October 2, 2019 – Budget Hearing

The City of Wilton held a budget hearing on October 2, 2019 at 6:45 p.m. at the City Meeting Room. Present were President LeeAnn Domonoske-Kellar, Commissioners John Clausen, Bill Kary, Lisa Hedstrom and Jim Schacher. Also present Orville Speten.

Orville Speten stated his property taxes have increased for improvements that were never done. Pres. Domonoske-Kellar suggested Speten talk to the City Assessor Ryan Oberg.

Motion made by Hedstrom and seconded by Kary to approve the 2020 budget as presented. Roll call vote. Aye: Commissioners Clausen, Kary, Hedstrom, Schacher and Pres. Domonoske-Kellar. Motion carried.

With no other items for discussion Pres. Domonoske-Kellar declared the meeting adjourned at 7:02 p.m.

Pattie Solberg, City Auditor

LeeAnn Domonoske-Kellar, Pres.

October 2, 2019

A regular meeting of the Board of City Commissioners was held on October 2, 2019 at 7:03 p.m. at the City Meeting Room. Present President LeeAnn Domonoske-Kellar, Commissioners John Clausen, Bill Kary, Lisa Hedstrom and Jim Schacher. Also present Matt Leidy

Motion made by Clausen and seconded by Kary to approve the minutes of the last regular meeting (9-4-19) as presented. All present voted aye, motion carried.

Motion made by Schacher and seconded by Clausen to finalize the agenda as presented. All present voted aye, motion carried.

Motion made by Schacher and seconded by Hedstrom to replace water meters that read only high flow water with compound meters. All present voted aye, motion carried. This meter change out will affect the Wilton Community Progress Apartments, the Wilton School and the Wilton Trailer Court.

Motion made by Schacher and seconded by Kary to approve the bid from Custom Carpentry by Matt for \$18,670.00 to rebuild the north entry way on the Memorial Hall. All present voted aye, motion carried.

Motion made by Hedstrom and seconded by Clausen to approve the Wilton Lions gaming permit to sell raffle tickets for Santa Days on December 14, 2019. All present voted aye, motion carried.

Motion made by Kary and seconded by Hedstrom to approve the Wilton/Wing Booster Club to sell raffle tickets during sporting events. All present voted aye, motion carried.

Motion made by Clausen and seconded by Kary to approve Kelly Bauers gaming permit to sell raffle tickets on October 26, 2019 for a benefit dinner. All present voted aye, motion carried.

Motion made by Schacher and seconded by Kary to approve Billie Krushs request to use the Wilton Pond for the Festival of Lights celebration in December 2019. All present voted aye, motion carried.

Motion made by Clausen and seconded by Kary to approve the residential building permit for LeeAnn Domonoske-Kellar to rebuild her entryway. Aye: Commissioner Clausen, Kary, Hedstrom and Schacher. Abstain: Pres. Domonoske-Kellar.

Motion made by Schacher and seconded by Clausen to approve the annual contract with the North Dakota Department of Health for water testing. All present voted aye, motion carried.

Motion made by Hedstrom and seconded by Clausen to approve paying the Water and Sewer Bond of 2006 payment of \$12,065.00. Roll call vote. Aye: Commissioners Clausen, Kary, Hedstrom, Schacher and Pres. Domonoske-Kellar. Motion carried.

Motion made by Kary and seconded by Hedstrom to approve paying the Improvement Bond of 2013 payment of \$5,985.00. Roll call vote. Aye: Commissioners Clausen, Kary, Hedstrom, Schacher and Pres. Domonoske-Kellar. Motion carried.

Motion made by Clausen and seconded by Schacher to approve paying the Improvement Bond of 2014 payment of \$9,791.25. Roll call vote. Aye: Commissioners Clausen, Kary, Hedstrom, Schacher and Pres. Domonoske-Kellar. Motion carried.

Motion made by Kary and seconded by Hedstrom to increase the water rate of \$4.89 per thousand gallons by 5% effective January 1, 2020. The base rate of \$40.50 will not be affected by the rate increase. All present voted aye, motion carried.

Motion made by Schacher and seconded by Kary to assess the following past due bills:

<u>Owner</u>	<u>Parcel</u>	<u>Service</u>	<u>Balance</u>
Todd Schlafman	8200010010800	Mowing	\$330.00
Holly Dickson	8230010007010	Mowing	\$1,507.18
	8230010007040		
	8230010007030		

All present voted aye, motion carried.

Motion made by Clausen and seconded by Kary to pay all bills as presented. Roll call vote. Aye: Commissioners Clausen, Kary, Hedstrom, Schacher and Pres. Domonoske-Kellar. Motion carried.

With no other items for discussion Pres. Domonoske-Kellar declared the meeting adjourned at 7:28 p.m.

-89893 US Treasury 3,267.96
-89892 NDSPERS 425.00
-89891 NDPERS 0.84
-99783 Visa 2,144.41
20081 Terry Hutslar 1,601.73
20082 Dean Larson 1,132.73

20083 Pattie Solberg 1,286.96
20084 McLean County Sheriff 7,374.17
20085 Circle Sanitation 6,782.00
20086 Verizon Wireless 114.81
20087 Ameri-Pride 273.41
20088 Farmers Union Oil 541.48
20089 Bek Communications. 8.18
20090 BHG, Inc. 166.32
20091 ND Dept. of Health 16.00
20092 ND Dept. of Health 105.93
20093 Auto Value 199.96
20094 Terry Hutslar 1,619.90
20095 Dean Larson 1,132.73
20096 Pattie Solberg 1,304.81
20097 Montana Dakota Utilities 88.31
20098 Ottertail Power 1,563.86
20099 SCRWD 17,588.12
20100 NABCO 91.55
20101 BCBS of ND 1,812.60
20102 Advanced Business Methods 62.30
20103 ND One Call 10.80
20104 Farmers Union Insurance 5,941.00

Pattie Solberg, City Auditor

LeeAnn Domonoske-Kellar, Pres.

October 16, 2019

A regular meeting of the Board of City Commissioners was held on October 16, 2019 at 7:00 p.m. at the City Meeting Room. Present, Commissioners John Clausen, Bill Kary, Lisa Hedstrom and Jim Schacher. Also present Matt Leidy. In President LeeAnn Domonoske-Kellar absences the meeting was chaired by Comm. Clausen

Motion made by Hedstrom and seconded by Schacher to approve the minutes of the last regular meeting (10-2-19) as presented. All present voted aye, motion carried.

Motion made by Kary and seconded by Hedstrom to approve the budget hearing minutes from October 2, 2019. All present voted aye, motion carried.

Motion made Schacher and seconded by Hedstrom to approve the special meeting minutes from September 19, 2019. All present voted aye, motion carried.

Motion made by Kary and seconded by Schacher to finalize the agenda as presented. All present voted aye, motion carried.

Motion made by Hedstrom and seconded by Schacher to renew the Lake Sakakawea Ad for \$650.00. All present voted aye, motion carried.

Motion made by Kary and seconded by Schacher to approve the commercial building permit for Bull Busters to construct a 100 x 50 foot shop. All present voted aye, motion carried.

Motion made by Schacher and seconded by Hedstrom to approve the City of Wiltons commercial permit to rebuild the north entry on the Memorial Hall. All present voted aye, motion carried.

Motion made by Schacher and seconded by Hedstrom to approve the fence permit for Derk Marchus. All present voted aye, motion carried.

Motion made by Schacher and seconded by Hedstrom to switch the online credit card processing to Govcard. Govcard offers recurring ACH payments and the transaction fees are lower than the current company. All present voted aye, motion carried.

Motion made by Clausen and seconded by Kary to pay all bills as presented. Roll call vote. Aye: Commissioners Kary, Hedstrom, Schacher and Clausen. Absent: Pres. Domonoske-Kellar. Motion carried.

With no other items for discussion Comm. Clausen declared the meeting adjourned at 7:17 p.m.

-89890 NDPERS 425.00
-89889 US Treasury 3,217.76
-89888 ND Office of State Tax Commission 380.03
-89887 NDPERS 0.84
-89886 NDPERS 425.00
43 Starion Bond Service 9,791.25
1037 Starion Bond Service 5,985.00
20105 Aflac 54.86
20106 McLean County Sheriff 7,374.17
20107 Circle Sanitation 6,782.00
20108 Verizon Wireless 114.81
20109 Void
20110 Matt Leidy 9,335.00
20111 Void
20112 Starion Bond Service 2,065.00
20113 Dakota Fire Station 310.10
20114 Power Plan 1,822.39
20115 Ameri-Pride 273.41
20116 Bek Telephone 7.65
20117 BHG Inc. 162.37
20118 Steins Inc. 210.78
20119 Terry Hutslar 1,619.59
20120 Dean Larson 1,132.73
20121 Pattie Solberg 1,304.81

Pattie Solberg, City Auditor

LeeAnn Domonoske-Kellar, Pres.

November 6, 2019

A regular meeting of the Board of City Commissioners was held on November 6, 2019 at 7:00 p.m. at the City Meeting Room. Present, Commissioners John Clausen, Lisa Hedstrom and Jim Schacher. Also present Ben Schafer, Todd Weisenberger and Robert Gronek. In President LeeAnn Domonoske-Kellar absence the meeting was chaired by Comm. Clausen.

Motion made by Schacher and seconded by Hedstrom to approve the minutes of the last regular meeting (10-16-19) as presented. All present voted aye, motion carried.

Motion made by Hedstrom and seconded by Schacher to finalize the agenda as presented. All present voted aye, motion carried.

Motion made by Schacher and seconded by Hedstrom to approve Robert Groneks application to move his trailer house into the Wilton Trailer Park. All present voted aye, motion carried.

Ben Schafer was present to discuss the possibility of the City purchasing a snow gate. The City will look into the cost of purchasing snow gate and the cost of the necessary modification needed to the loader to accommodate the snow gate. The commission will discuss purchasing a snow gate at a later date once all necessary quotes are obtained.

Motion made by Schacher and seconded by Hedstrom to approve Delta Waterfowls gaming permit to hold a raffle on January 18, 2020. All present voted aye, motion carried.

Motion made by Hedstrom and seconded by Schacher to approve The Wilton Fire Protection Districts gaming permit to hold a raffle on March 5, 2020. All present voted aye, motion carried.

Motion made by Schacher and seconded by Hedstrom to pay all bills as presented. Roll call vote. Aye: Commissioners Hedstrom, Schacher and Clausen. Absent: Pres. Domonoske-Kellar and Comm, Kary. Motion carried.

With no other items for discussion Comm. Clausen declared the meeting adjourned at 7:27 p.m.

-99782 Visa 368.65

-89885 NDPERS 1,707.35

-89884 NDPERS 425.00

-89883 NDPERS 1,707.35

20122 Cody Aper 94.36

20123 Montana Dakota Utilities 177.81

20124 Otter Tail Power 1,721.90
20125 SCRWD 14,950.70
20126 NABCO 91.55
20127 BCBS of ND 1,812.60
20128 Dakota Supply Group 160.72
20129 ND One Call 7.20
20130 Office Depot 60.06
20131 McLean County Treasure 2,376.00
20132 Quality Asphalt Repair 2,375.00
20133 Matt Leidy 5,000.00
20134 Terry Hutslar 1,619.59
20135 Dean Larson 1,132.73
20136 Pattie Solberg 1,304.81
20137 Aflac 54.86

Pattie Solberg, City Auditor

LeeAnn Domonoske-Kellar, Pres.

December 4, 2019

A regular meeting of the Board of City Commissioners was held on December 4, 2019 at 7:00 p.m. at the City Meeting Room. Present, Commissioners John Clausen, Lisa Hedstrom, Jim Schacher and Pres. Domonoske-Kellar. Also present Ben Schafer.

Motion made by Schacher and seconded by Clausen to approve the minutes of the last regular meeting (11-20-19) as presented. All present voted aye, motion carried.

Motion made by Hedstrom and seconded by Schacher to finalize the agenda as presented. All present voted aye, motion carried.

The City looked into the cost of a snow gate. Because of the style of trip plow the City has, it was not recommended installing a snow gate on it. The cost of a new snow plow, snow gate and installation would be around \$34,000. The board felt that since the City has the equipment to remove the snow berms from driveways, not to purchase a snow gate at this time. Residents can all the Auditors office to be put on a list to have the snow berm removed from their driveways. Snow berm removal will only be done when the maintenance workers are done plowing the streets.

Motion made by Hedstrom and seconded by Clausen to purchase a broom attachment for the skid steer for \$6,000. All present voted aye, motion carried.

Motion made by Schacher and seconded by Clausen to approve Wilton School gaming permit for the archery program to sell raffle tickets until February 8, 2020. All present voted aye, motion carried.

Motion made by Schacher and seconded by Clausen to permit the Wilton School to plant and maintain a community orchard at the Wilton RV Park. All present voted aye, motion carried.

Motion made by Kary and seconded by Schacher to pay all bills as presented. Roll call vote. Aye: Commissioners Clausen, Hedstrom, Schacher and Pres. Domonoske-Kellar. Absent: Kary. Motion carried.

With no other items for discussion Comm. Clausen declared the meeting adjourned at 7:41 p.m.

-99781 VISA 342.46

-89879 NDPERS 425.00

-89878 NDPERS 1,707.35

20159 Ottetail Power 1,616.63

20160 SCRWD 13,441.38
20161 BCBS of ND 1,812.60
20162 ND Dept. of Health 16.00
20163 Coal Conversion Counties 200.00
20164 Advanced Business Methods 61.36
20165 Core and Main 7,844.11
20166 Robert Ell 138.52
20167 Terry Hutslar 1,619.59
20168 Dean Larson 1,132.73
20169 Clifford Mathys 61.57
20170 Bradley Neilsen 38.49
20171 Pattie Solberg 1,304.81
20172 Bruce Wagendorf 92.35
20173 Aflac 54.86

Pattie Solberg, City Auditor

LeeAnn Domonoske-Kellar, Pres.

December 4, 2019

A regular meeting of the Board of City Commissioners was held on December 4, 2019 at 7:00 p.m. at the City Meeting Room. Present, Commissioners John Clausen, Lisa Hedstrom, Jim Schacher and Pres. Domonoske-Kellar. Also present Ben Schafer.

Motion made by Schacher and seconded by Clausen to approve the minutes of the last regular meeting (11-20-19) as presented. All present voted aye, motion carried.

Motion made by Hedstrom and seconded by Schacher to finalize the agenda as presented. All present voted aye, motion carried.

The City received estimates for a snow gate. Because of the style of trip plow the City has the manufacture did not recommended installing a snow gate on the plow. The cost of a new snow plow, snow gate and installation would be approximately \$34,000. The City has the equipment to remove the snow berms from driveways. Residents can call the Auditors office to be placed on a list to have the snow berm removed from their driveways. Snow berm removal will be removed after the maintenance workers have finished plowing the streets.

Motion made by Hedstrom and seconded by Clausen to purchase a broom attachment for the skid steer for \$6,000. All present voted aye, motion carried.

Motion made by Schacher and seconded by Clausen to approve Wilton School gaming permit for the archery program to sell raffle tickets until February 8, 2020. All present voted aye, motion carried.

Motion made by Schacher and seconded by Clausen to permit the Wilton School to plant and maintain a community orchard at the Wilton RV Park. All present voted aye, motion carried.

Motion made by Schacher and seconded by Hedstrom to pay all bills as presented. Roll call vote. Aye: Commissioners Clausen, Hedstrom, Schacher and Pres. Domonoske-Kellar. Absent: Kary. Motion carried.

With no other items for discussion Comm. Clausen declared the meeting adjourned at 7:41 p.m.

-99781 VISA 342.46

-89879 NDPERS 425.00

-89878 NDPERS 1,707.35

20159 Ottertail Power 1,616.63

20160 SCRWD 13,441.38

20161 BCBS of ND 1,812.60
20162 ND Dept. of Health 16.00
20163 Coal Conversion Counties 200.00
20164 Advanced Business Methods 61.36
20165 Core and Main 7,844.11
20166 Robert Ell 138.52
20167 Terry Hutslar 1,619.59
20168 Dean Larson 1,132.73
20169 Clifford Mathys 61.57
20170 Bradley Neilsen 38.49
20171 Pattie Solberg 1,304.81
20172 Bruce Wagendorf 92.35
20173 Aflac 54.86

Pattie Solberg, City Auditor

LeeAnn Domonoske-Kellar, Pres.

December 18, 2019

A regular meeting of the Board of City Commissioners was held on December 18, 2019 at 7:00 p.m. at the City Meeting Room. Present, Commissioners John Clausen, Bill Kary, Lisa Hedstrom, Jim Schacher and Pres. Domonoske-Kellar.

Motion made by Schacher and seconded by Clausen to approve the minutes of the last regular meeting (12-04-19) as presented. All present voted aye, motion carried.

Motion made by Schacher and seconded by Clausen to finalize the agenda as presented. All present voted aye, motion carried.

Otter Tail Power will no longer be able replace the light bulbs in the street lights because the current light poles will not support LED lights. The City will obtain an estimate to have the light poles converted to support LED lights.

Motion made by Schacher and seconded by Hedstrom to pay Lee Larson \$100.00 for assisting in repairing the snow plow. All present voted aye, motion carried.

Motion made by Clausen and seconded by Kary to purchase the SAMSID software from Black Mountain Software for \$4,855.00. This software will be used to track current and future special assessments. All present voted aye, motion carried.

Motion made by Hedstrom and seconded by Schacher to give all full-time salaried employees a 2% raise effective January 1, 2020. All present voted aye, motion carried.

An ongoing reporting error to ND Pers was recently discovered. The insurance credit is not eligible wages for the retirement plan. NDPERS issued a refund to the City for \$14,682.68 for an overpayment into the retirement fund from October 2010 to September 2019. The refund will be distributed as follows: City of Wilton \$6,674.44, Kelly Bauer, \$1,328.23, Terry Hutslar, \$4,004.12 and Pattie Solberg \$2,675.89.

With no other items for discussion President Domonoske-Kellar declared the meeting adjourned at 7:41 p.m.

20177 BHG. Inc. 158.63

20178 Terry Hutslar 1,619.59

20179 Dean Larson 1,132.73

20180 Pattie Solberg 1,304.81

20181 Circle Sanitation 6,714.00

20182 Ameri-Pride 255.34
20183 Bek Communications 21.75
20184 ND One Call 4.25
20185 ND Dept of Health 105.93
20186 Advanced Cleaning 2,635.60
20187 Black Mountain Software 4,363.00
20188 ND Dept of Health 16.00
20189 First District Health Unit 175.00
20190 ND Rural Water 245.00
20191 Kelly Bauer 1,328.23
20192 Terry Hutslar 4,004.12
20193 Pattie Solberg 2,675.89

Pattie Solberg, City Auditor

LeeAnn Domonoske-Kellar, Pres.