

Approved 9/11/2023

Whalan City Council
Regular Meeting
Monday, August 14, 2023
Meeting held at the Whalan Town Hall and via Zoom

Present: David Hallum, Sheila Higbe, Kim Berekvam, Thore E. Johnson, and Owen Lewis

Absent: None

Visitors: Randy Berekvam, Benjamin Ruberg, Tammy Hallum, Melanie Murphy, David Ruberg, Melissa Vander Plas, and Barb Jeffers

Regular Meeting:

Mayor Hallum called the Regular Meeting to order at 5:00 p.m.

A. The Pledge of Allegiance was recited.

B. Agenda: Member Higbe motioned to approve the agenda with the following additional discussions: Public Hearing, Zoom Option, Fire Hydrant Maintenance, and Sveen Excavation. Member Lewis seconded the motion. Motion carried, with all in favor.

C. Approval of Minutes: Minutes of the July 10, 2023 Council Meeting and July 20, 2023 were read by Mayor Hallum. Member Lewis motioned to approve the minutes as presented. Member Johnson seconded the motion. Motion carried with all in favor.

D. Treasurer's Report: Clerk Peterson provided the treasurer's report. The following are the balances as of 07/31/2023: General Fund \$50,285.51, Court Reimbursement Fund \$2,103.19, Taste of the Trail \$3,130.55, Ballfield Fund \$935.06, Beautification Fund \$187.00, General Capital \$27,575.36, and Electric Fund \$46,466.05. Member Lewis motioned to approve the treasurer's report including the following accounts payable:

<u>Claim No</u>	<u>Vendor</u>	<u>Detail</u>	<u>Amount</u>	<u>Check Number</u>
	Payroll Period Ending			
Payroll	07/31/2023	July Payroll	\$ 589.99	6230
	Payroll Period Ending			
Payroll	07/31/2023	July Payroll	\$ 564.75	6231
109239	City of Lanesboro	August Rent, OnSite Invoices	\$ 604.64	6220
109241	Plunkett's Pest Control	Invoice 8139916	\$ 44.52	6221
109242	David Hallum	Supplies Reimbursement for picnic tables	\$ 472.44	6222
109243	Rushford Hardware	Transaction E349430, B149069	\$ 65.94	6223
109244	S&A Petroleum	Invoice 98344	\$ 202.93	6224
109245	Acentek	12584802	\$ 40.64	6225
	Harter's Trash & Recycling			
109246	Inc	Invoice 515303	\$ 168.46	6226
109240	Whalan Museum	August Internet Expense	\$ 35.13	6227
109247	Fillmore County Journal	155661	\$ 24.10	6228
109248	MiEnergy	Purchase Power, invoice	\$ 5,056.12	6229
109249	IRS	2nd Qtr 2023 Withholding Taxes	\$ 702.76	814231

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8142023	MN PERA	2nd Qtr 2023	\$ 304.55	814232
8142024	MN Department of Revenue	2nd Qtr Sales Tax 2023	\$ 1,056.00	814233
8142025	MN Department of Revenue	2nd Qtr Withholding Tax 2023	\$ 135.31	814234

Member Berekvam seconded the motion. Motion carried with all in favor.

E. Welcome to Visitors and Visitor Comments: No comments were shared.

F. New Business:

- a. Lanesboro Area Chamber of Commerce – Melissa Vander Plas:** Melissa introduced herself as the new Executive Director of the Lanesboro Area Chamber of Commerce. She noted she was looking forward to representing Lanesboro and Whalan. Melissa has a wealth of experience in the newspaper industry. Finally, she encouraged members to sign up for the weekly newsletter, if they aren't already signed up.
- b. City Clerk/Treasurer Position:** Members reviewed 10 applications with the personal information removed that were identified by a letter. Members then shared the top 4 applicants that they would like to interview. Interviews will be held Friday, August 25, 2023 starting at 12:30 p.m.
- c. Worker's Compensation Insurance Premium Option:** Member Higbe motioned to utilize the regular premium option with no deductible. Member Johnson seconded the motion. Motion carried with all in favor.
- d. Taste of the Trail Funding Request:** It was noted that there are funds available for this event that the City is holding.

G. Continued Business:

- a. Oak Street temporary improvements:** The contractor plans to complete the work very soon.
- b. DNR Signs and Trees:** No additional information was available.
- c. Repairs to Gas Tank:** S & A Petroleum installed a new meter; however, it has been identified that it is leaking. Therefore, a service request has been submitted.
- d. Survey estimates for 2nd Avenue:** Quotes were received from \$2,000 to \$2,500 to complete survey work in this area. Member Lewis motioned to table the discussion. Member Higbe seconded the motion. Motion carried with all in favor.
- e. Local Road Improvement Application, Resolution 2023-09:** Member Johnson motioned to approve Resolution 2023-09 accepting the \$5,000 in grant funds. Member Lewis seconded the motion. Motion carried with all in favor.

H. Miscellaneous:

- a. Public Hearing:** Planning & Zoning has completed the final draft of the short-term lodging ordinance, and has requested a second Public Hearing be offered. Member Berekvam motioned to hold a Public Hearing in October. Member Lewis seconded the motion. Motion carried with all in favor.
- b. Zoom Option:** Member Higbe motioned to continue the Zoom option by signing up for a free account for Whalan. Member Berekvam seconded the motion. Motion carried with all in favor.
- c. Fire Hydrant Maintenance:** Member Johnson noted that the fire hydrants are in need of some maintenance. Member Lewis motioned to approve purchase of paint using beautification funds and requesting the STS crew complete the work. Member Higbe seconded the motion.
- d. Sveen Excavating:** An invoice for the annual road maintenance was received for 2021 and 2022. Clerk Peterson noted that an invoice for 2021 had previously been paid in December of 2021. Member Higbe

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motioned to approve payment of \$500 for the 2022 work completed. Member Johnson seconded the motion. Members requested that moving forward all invoices should be submitted prior to December 31st of the same year. Clerk Peterson will create a letter to be sent with the payment. Motion carried with all in favor.

- e. **Payroll Expenses:** Member Higbe motioned to approve the payroll expenses for Peterson and Randy Berekvam. Member Berekvam seconded the motion. Motion carried with all in favor.

Next Meeting: Monday, September 11, 2023 at 5:00 p.m.

ADJOURN: Member Higbe moved to adjourn at 6:02 p.m. Motion seconded by Member Johnson. Motion carried with all in favor.

Respectfully Submitted,

Michele Peterson
City Clerk/Treasurer