

Whalan City Council
Regular Meeting
Tuesday, October 11, 2022
Meeting held at the Whalan Town Hall and via Zoom

Present: Marlys Tuftin, Kim Berekvam, Owen Lewis, and Thore E. Johnson

Absent: Sheila Higbe

Visitors: Dave Ruberg, Randy Berekvam, Melanie Murphy, David Hallum, Barb Jeffers, John Gaddo, Randy Willenberg, and Paul Cooper

Regular Meeting:

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

A. The Pledge of Allegiance was recited.

B. Agenda: Member Johnson motioned to approve the agenda with the additions of Light Pole, Fire Hydrant, Street Sign, and Porta Potties to Miscellaneous. Member Berkvam seconded the motion. Motion carried with all in favor. Member Berekvam motioned to add the Mickelson timesheet to Miscellaneous. Member Lewis seconded the motion. Motion carried with all in favor.

C. Approval of Minutes: Minutes of the September 12, 2022 Council Meeting were read by Mayor Tuftin. Member Berekvam motioned to approve the minutes with a clerical amendment. 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 09/30/2022: General Fund \$47,956.87, Court Reimbursement Fund \$14,638.00, Taste of the Trail \$3,130.55, Ballfield Fund \$889.06, Beautification Fund \$187.00, American Recovery Act Funding \$7,212.62, Small Cities Assist \$12,153.00, General Capital \$27,348.14, and Electric Fund \$34,800.54. Member Lewis motioned to approve the treasurer's report including the following accounts payable:

<u>Claim No</u>	<u>Vendor</u>	<u>Amount</u>	<u>Check Number</u>
1010226	IRS	\$1,786.95	10111E
1010227	MN PERA	\$295.68	10112E
1010228	MN Department of Revenue	\$136.83	10113E
10102210	MN Department of Revenue	\$1,440.76	10114E
1010221	Whalan Museum	\$70.26	6084
1010222	City of Lanesboro	\$331.00	6085
1010223	Acentek	\$40.66	6086
1010225	MiEnergy	\$3,945.63	6087
1010224	Haakenson Electric	\$620.48	6088
1010229	Plunkett's Pest Control	\$44.13	6089
Payroll	Payroll Period Ending 09/30/2022	\$570.13	6090

Payroll	Payroll Period Ending 09/30/2022	\$472.40	6091
10102211	Terry Michaelson	\$200.00	6092

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

E. Welcome to Visitors and Visitor Comments:

- a. **Paul Cooper:** Shared his concern regarding replacing the siding on the town hall building. He felt that the siding should be repaired, and shared recommendations as to how that could be done.
- b. **Randy Berekvam:** Inquired if the City was planning to sell the old mower. It was noted that if the City plans to sell the mower, it would need to be put up for bids, this will be considered at a future meeting.

F. New Business:

- a. **2023 Budget Discussion:** Clerk Peterson shared the proposed budget for 2023, noting that some line items had been adjusted. Discussion will be continued next month, with year to date figures to compare as well.
- b. **Town Hall Maintenance:** Mayor Tuftin noted that the following are in need of inspection: bathroom facilities, septic system, furnace inspection. As well as a checklist should be created to ensure all equipment is inspected on a regular basis. Member Lewis motioned to contact a company to inspect the septic system. Member Berekvam seconded the motion. Member Johnson will make this contact. Motion carried with all in favor. Member Lewis motioned to have Paul Cooper inspect the bathroom facilities and offer suggestions, and if needed hire a plumber to complete the necessary repairs. Member Johnson seconded the motion. Motion carried with all in favor. Members noted that Randy Berekvam should verify the amount of fuel in the tank before each meeting, in order to be sure that the building remains heated. A list will be created to post to verify that equipment has been inspected as suggested. It was also noted that the adult AED pads in town hall are expiring. Mayor Tuftin will reach out to the other facilities and see if they are also in need of supplies before having equipment ordered.
- c. **Bluff Country Magazine Ad:** Member Berekvam motion to approve the ad for the Bluff Country Magazine in the amount of \$184.45 for 2023. Member Lewis seconded the motion. Members would like to amend the picture in the ad. Motion carried with all in favor.

G. Continued Business:

- a. **SHIP Grant Ideas for Improvements:** Members noted the following ideas for a future application period: farmers market, meals on wheels, basketball courts, drinking fountain, ballfield improvements, and wayfinding signs.
- b. **Electric Utility:** This discussion will be continued, until the question can be added to the 2024 ballot during the general election.
- c. **Town Hall Siding:** Clerk Peterson noted a grant has been applied for, discussion to be continued.
- d. **Zoning Board:** A volunteer is still in need to serve on the Zoning Board.
- e. **Public Right of Way and Maintenance:** A copy of the engineering drawings for how the road was to be constructed has been received. Member Lewis motioned to create a one year contract

with the homeowners association for plowing services this winter, having the cost split between the city and the association for creation of the contract. Member Berekvam seconded the motion. Motion carried with all in favor.

H. Miscellaneous:

- a. Light Pole:** Clerk Peterson shared she had talked with MiEnergy and the pole will be moved back away from the curb, and will have a shade installed on it as well. At this time the work is scheduled to be done any day.
- b. Fire Hydrant:** Due to the street project a fire hydrant was removed. It was noted that the fire hydrants in Whalan are for decorative purposes only, and are not connected to a water system. Once the road project is completed the hydrant will be reinstalled in a similar location.
- c. Street Sign:** A street sign was removed due to the road project, the pole was damaged in a previous incident. Randy Berekvam will check to see if there is a replacement pole on hand, if not a new one will be ordered.
- d. Porta Potties:** Members noted that facilities should be considered to have in place May - October each year. Member Johnson will request an estimate for services from another vendor as well.
- e. Mickelson Timesheet:** Member Berekvam motioned to approve payment of \$200 for 15 ½ hours of painting done by Terry Mickelson at the ballfield. Member Lewis seconded the motion. Motion carried with all in favor.

Next Meeting: Monday, November 14, 2022 at 5:00 p.m.

ADJOURN: Member Johnson moved to adjourn at 6:19 p.m. Motion seconded by Member Lewis. Motion carried with all in favor.

Respectfully Submitted,
Michele Peterson
City Clerk/Treasurer