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January 6, 2016 – Regular Meeting

A regular meeting of the Board of City Commissioners was held on January 6, 2016, 7:00 p.m. at the City Meeting Room. Present were President LeeAnn Domonoske-Kellar, Commissioners John Clausen (via speaker phone), Lisa Hedstrom and Joel Middaugh. Absent: Commissioner Joan Kruckenberg. Also present AJ Tuck.

Motion made by Hedstrom and seconded by Middaugh to approve the minutes of the last regular meeting (12-20-15) as presented. All present voted aye, motion carried.

Motion made by Middaugh and seconded by Hedstrom to approve the agenda. All present voted aye, motion carried.

City Maintenance Report: None

The city engineer, AJ Tuck, informed the commission the Lagoon survey went over the proposed amount of \$5,700 by \$1,600 and the City was not obligated to pay the \$1,600.

Motion made by Clausen and seconded by Hedstrom to pay \$800 of the \$1,600. Roll call vote. Aye: Commissioners Clausen, Hedstrom, Middaugh and Pres. Domonoske-Kellar. Nay: none. Abstained: none. Absent: Kruckenberg. Motion carried.

Motion made by Middaugh and seconded by Hedstrom to approve the Sportsman Bar liquor license transfer for the Pheasant Forever Banquet on March 19, 2016 at the Memorial Hall. All present voted aye, motion carried.

Motion made by Clausen and seconded by Middaugh to approve a 3% raise for the City employees. Roll call vote. Aye: Commissioners Clausen, Hedstrom, Middaugh and Pres. Domonoske-Kellar. Nay: none. Abstained: none. Absent: Kruckenberg. Motion carried.

Motion made by Middaugh and seconded by Hedstrom to accept the plat of the Wilton Lagoon. All present voted aye, motion carried.

Motion made by Middaugh and seconded by Hedstrom to pay all bills as presented. Roll call vote. Aye: Commissioners Clausen, Hedstrom, Middaugh and Pres. Domonoske-Kellar. Nay: none. Abstained: none. Absent: Kruckenberg. Motion carried.

With no other items for discussion President LeeAnn Domonoske-Kellar declared the meeting adjourned at 7:12 p.m.

-99844 Visa 761.33

-89982 US Treasury 3,081.80
-89980 US Treasury 24.48
18584 Terry Hutslar 1,550.05
18585 Dean Larson 1,080.26
18586 Pattie Solberg 1,196.36
18587 VOID
18588 NDPERS 494.00
18589 NDPERS 1,717.86
18590 ND Office of the State Tax Commission 337.68
18591 ND Rural Water 225.00
18592 ND Dept. of Health 16.00
18593 McLean County 1,182.20
18594 Office Depot 45.15
18595 ND One Call 4.40
18596 ND Surplus Property 225.00
18597 BCBS of ND 1,363.54
18598 SCRWD 14,339.97
18599 ND Dept. of Health 1,558.36
18600 McLean County 2,780.07
18601 Norma Hochhalter 147.76
18602 ND Job Service 31.29

Pattie Solberg, City Auditor

LeeAnn Domonoske-Kellar, Pres.

January 20, 2016 – Regular Meeting

A regular meeting of the Board of City Commissioners was held on January 20, 2016, 7:00 p.m. at the City Meeting Room. Present were President LeeAnn Domonoske-Kellar, Commissioners John Clausen, Lisa Hedstrom and Joel Middaugh. Absent: Commissioner Joan Kruckenberg. Also present Matt Liedy.

Motion made by Clausen and seconded by Middaugh to approve the minutes of the last regular meeting (01-06-16) as presented. All present voted aye, motion carried.

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

City Maintenance Report: None

Matt Leidy had concerns over his December water bill. The Leidys house at 602 Minnesota Ave was on snowbird status, so no services were being used or charged for. On December 30, 2015, while doing the December water bills, the Auditor noticed 58,678 gallons of water was used and 1,244 gallons for September to November. The Leidys were contacted and informed that they possibly had a leak or broken pipe. Dean Larson met Matt Leidy at the house and turned the water off at the curb. Leidy come out of the house claiming there was no water in the basement. On January 6th the City maintenance worker went to the house with Darla Leidy and where going to test the water meter to make sure it was reading accurately. Terry Hutsler noticed there was water in cover. Upon inspection of the meter he noticed it was split and the o ring was hanging out, this was caused by the meter freezing. Pres. Domonoske-Keller suggested taking the December charges since there was no telling how much water went through the water meter. Leidy stated the previous owner stayed in the house for part of September and October and he would be willing to pay for the months he was not charged for.

Motion made by Clausen and seconded by Middaugh to remove 58,678 of the 59,922 gallons of water billed in December from the Leidys water bill. All present voted aye, motion carried.

Motion made by Middaugh and seconded by Clausen to approve the Gaming Permit for the North Dakota Confederation of Clubs to sell raffle tickets during a banquet on February 27, 2016. All present voted aye, motion carried.

Motion made by Middaugh and seconded by Hedstrom to approve the Sportsman's Bar liquor license transfer to the Memorial hall for the North Dakota Confederation of Clubs banquet on February 27, 2016. All present voted aye, motion carried.

Motion made by Clausen and seconded by Middaugh to pay all bills as presented. Roll call vote. Aye: Commissioners Clausen, Hedstrom, Middaugh and Pres. Domonoske-Kellar. Nay: none. Abstained: none. Absent: Kruckenberg. Motion carried.

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

4788 Farmers Union Oil 684.19
18603 Office Depot 83.30
18604 Ameri-Pride 115.82
18605 Bek Telephone 2.53
18606 Ulteig Engineering 834.00
18607 ND One Call 880.00
18608 Ulteig Engineering 1,925.26
18609 McLean County Sheriff 6,884.84
18610 Circle Sanitation 6,256.75
18611 Sams Club / GECRB 150.23
18612 Hedahls 26.62
18613 BHG, Inc. 55.00
18614 Dakota Supply Group 644.27
18615 Verizon Wireless 158.19
18616 Aflac 102.44
18617 Terry Hutslar 1,594.51
18618 Dean Larson 1,116.69
18619 Pattie Solberg 1,226.57
18620 SCRWD 16,720.65
18621 Pahlke Steel 213.92
18622 Black Mountain Software 600.00
18623 ND Surplus Property 10.00
18624 Safeguard Business System 53.16
18625 ND Dept. Of Health 16.00
18626 MDU 426.48
18627 Ottertail Power 1,660.34

Pattie Solberg, City Auditor

LeeAnn Domonoske-Kellar, Pres.

February 3, 2016 – Regular Meeting

A regular meeting of the Board of City Commissioners was held on February 3, 2016, 7:00 p.m. at the City Meeting Room. Present were President LeeAnn Domonoske-Kellar, Commissioners John Clausen, Lisa Hedstrom and Joel Middaugh. Absent: Commissioner Joan Kruckenberg. Also present AJ Tuck.

Motion made by Clausen and seconded by Middaugh to approve the minutes of the last regular meeting (01-20-16) as presented. All present voted aye, motion carried.

Motion made by Hedstrom and seconded by Middaugh to approve the agenda. All present voted aye, motion carried.

City Maintenance Report: There was a water break on the corner of Minnesota Ave and 7th St. on February 2nd. The water was turned off to the City until the break location was isolated, the water was turned on later the same day. Work was completed on February 3rd.

Motion made by Middaugh and seconded by Clausen to approve and designate The Union Bank the City of Wilton's depository of public funds. Roll call vote. Aye: Commissioners Clausen, Hedstrom, Middaugh and Pres. Domonoske-Kellar. Nay: none. Abstained: none. Absent: Kruckenberg. Motion carried.

Motion made by Clausen and seconded by Hedstrom to approve and sign the quit claim deed for the Wilton Trailer Park. All present voted aye, motion carried. The Wilton Trailer Park has been in an estate for the past several months. The new owners had the property surveyed and the survey did not match the original boundaries according the property title. The deed stated the City has no interest in land to the South and West in the new boundary lines.

Motion made by Middaugh and seconded by Clausen to pay all bills as presented. Roll call vote. Aye: Commissioners Clausen, Hedstrom, Middaugh and Pres. Domonoske-Kellar. Nay: none. Abstained: none. Absent: Kruckenberg. Motion carried.

With no other items for discussion President LeeAnn Domonoske-Kellar declared the meeting adjourned at 7:13 p.m.

-89979 US Treasury 3,076.98
-99873 Visa 528.03
18628 Terry Hutslar 1,594.51
18629 Dean Larson 1,116.69
18630 Pattie Solberg 1,226.57

18631 Bek Telephone 8.26
18632 Arrowhead Pest Control 23.00
18633 Municipal Judges Association 25.00
18634 The Union Bank 7.50
18635 ND Workers Comp. 2,643.21
18636 BCBS of ND 1,363.54
18637 BHG, Inc. 650.00
18638 NDPERS 494.00
18639 NDPERS 1,764.72
18640 Aflac 102.44
18641 Verizon Wireless 153.39
18642 McLean County Sheriff 6,884.84
18643 Circle Sanitation 6,320.75

Pattie Solberg, City Auditor

LeeAnn Domonoske-Kellar, Pres.

February 17, 2016 – Regular Meeting

A regular meeting of the Board of City Commissioners was held on February 17, 2016, 7:00 p.m. at the City Meeting Room. Present were President LeeAnn Domonoske-Kellar, Commissioners John Clausen, Lisa Hedstrom and Joel Middaugh. Absent: Commissioner Joan Kruckenberg.

Motion made by Clausen and seconded by Middaugh to approve the minutes of the last regular meeting (02-03-16) as presented. All present voted aye, motion carried.

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

City Maintenance Report: New ceiling tiles were ordered for the memorial hall.

Motion made by Middaugh and seconded by Hedstrom to approve the 2015 financial statement as presented. All present voted aye, motion carried.

The City received the bill for the water break in front of 323 Dakota Ave from B&B Excavating. Because the break was in the service line, the homeowner is responsible for the bill. A letter will be sent to the home owner giving them until October 1, 2016 to reimburse the city for the repairs or the cost will be assessed to their property taxes.

Motion made by Middaugh and seconded by Hedstrom to pay all bills as presented. Roll call vote. Aye: Commissioners Clausen, Hedstrom, Middaugh and Pres. Domonoske-Kellar. Nay: none. Abstained: none. Absent: Kruckenberg. Motion carried.

With no other items for discussion President LeeAnn Domonoske-Kellar declared the meeting adjourned at 7:10 p.m.

-89978 US Treasury 3,076.98
18657 Terry Hutslar 1,594.51
18658 Dean Larson 1,116.69
18659 Pattie Solberg 1,226.57
18660 NDPERS 247.00

18661 NDPERS 1,764.72
18662 Dakota Supply Group 228.83
18663 ND BCBS 1,363.54
18664 SCRWD 14,884.57
18665 ND Dept. of Health 16.00

Pattie Solberg, City Auditor

LeeAnn Domonoske-Kellar, Pres.

March 2, 2016 – Regular Meeting

A regular meeting of the Board of City Commissioners was held on March 2, 2016, 7:00 p.m. at the City Meeting Room. Present were President LeeAnn Domonoske-Kellar, Commissioners John Clausen, Lisa Hedstrom and Joel Middaugh. Absent: Commissioner Joan Kruckenberg.

Motion made by Clausen and seconded by Middaugh to approve the minutes of the last regular meeting (02-17-16) as presented. All present voted aye, motion carried.

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

City Maintenance Report: None

Motion made by Clausen and seconded by Middaugh to approve the American Legion Gaming permit for the 21 table and Pull Tab Machines in the Sportsman Bar. The new permit allows gaming to be located anywhere in the main area of the bar. All present voted aye, motion carried.

Motion made by Middaugh and seconded by Hedstrom to pay all bills as presented. Roll call vote. Aye: Commissioners Clausen, Hedstrom, Middaugh and Pres. Domonoske-Kellar. Nay: none. Abstained: none. Absent: Kruckenberg. Motion carried.

With no other items for discussion President Domonoske-Kellar declared the meeting adjourned at 7:04 p.m.

-89978 US Treasury 3,076.98
18657 Terry Hutslar 1,594.51
18658 Dean Larson 1,116.69
18659 Pattie Solberg 1,226.57
18660 NDPERS 247.00
18661 NDPERS 1,764.72
18662 Dakota Supply Group 228.83
18663 ND BCBS 1,363.54
18664 SCRWD 14,884.57
18665 ND Dept. of Health 16.00

Pattie Solberg, City Auditor

LeeAnn Domonoske-Kellar, Pres.

March 16, 2016 – Regular Meeting

A regular meeting of the Board of City Commissioners was held on March 16, 2016, 7:00 p.m. at the City Meeting Room. Present were President LeeAnn Domonoske-Kellar, Commissioners John Clausen and Joel Middaugh. Absent: Commissioner Joan Kruckenberg and Lisa Hedstrom.

Motion made by Clausen and seconded by Middaugh to approve the minutes of the last regular meeting (03-02-16) as presented. All present voted aye, motion carried.

Motion made by Middaugh and seconded by Clausen to approve the agenda. All present voted aye, motion carried.

City Maintenance Report: None

The matter concerning the RC Track was rescheduled for the April 6, 2016 meeting.

The commission opted not to hire someone for the summer mowing position at this time. The City maintenance crew will do the mowing. If the maintenance crew cannot keep up with the mowing the commission will revisit hiring someone to do the mowing.

Motion made by Clausen and seconded by Middaugh to approve a wage increase for crack sealing. The wage will go from \$11.36 to \$12.50 per hour. All present voted aye, motion carried.

Motion made by Clausen and seconded by Middaugh to approve the rate increase for garbage collection. The new rates are: residential \$18.92, loose \$26.15, 1 yard \$42.89, 1.5 yard \$55.03, 2 yard \$65.50, 3 yard \$80.86, 4 yard \$101.58, 6 yard \$138.50, 8 yard \$171.50. The rate increase is due to a rate increase in the contract with Circle Sanitation. All present voted aye, motion carried.

Motion made by Middaugh and seconded by Clausen to submit a Home Land Security Grant for funds to purchase a generator for the Memorial Hall. In the event of an emergency or disaster, the Memorial hall is the City of Wiltons designated emergency shelter. All present voted aye, motion carried.

Pres. Domonoske-Kellar asked the board if they wanted to submit an application to the Economic Development Board to help cover the cost of the new website. The members present felt it was a good idea. No motion was made.

Motion made by Clausen and seconded by Middaugh to pay all bills as presented. Roll call vote. Aye: Commissioners Clausen, Middaugh and Pres. Domonoske-Kellar. Nay: none. Abstained: none. Absent: Kruckenberg and Hedstrom. Motion carried.

With no other items for discussion President Domonoske-Kellar declared the meeting adjourned at 7:15 p.m.

4789 Power Plan 91.50
4790 Farmers Union Oil 233.59
4791 Deere Credit, Inc. 13,258.45
18666 Circle Sanitation 6,304.75
18667 McLean County Sheriff 6,884.84
18668 Verizon Wireless 153.39
18669 Arrowhead Pest Control 23.00
18670 BHG, Inc. 338.38
18671 Sam's Club 45.00
18672 Brown & Saenger 143.90
18673 Marco, Inc. 266.60
18674 ND One Call 5.20
18675 Aflac 102.44
18676 Terry Hutslar 1,594.51
18677 Dean Larson 1,116.69
18678 Pattie Solberg 1,226.57
18679 NDPERS 247.00
18680 Circle Sanitation 3,397.00
18681 Bek Telephone 12.30
18682 Ameri-Pride 182.28
18683 ND Dept. of Health 16.00
18684 Montana Dakota Utilities 401.26
18685 Office Depot 54.27
18686 Otter Tail Power 1,550.64

Pattie Solberg, City Auditor

LeeAnn Domonoske-Kellar, Pres.

April 6, 2016 – Regular Meeting

A regular meeting of the Board of City Commissioners was held on April 6, 2016, 7:00 p.m. at the City Meeting Room. Present were President LeeAnn Domonoske-Kellar, Commissioners John Clausen, Joan Kruckenberg, Lisa Hedstrom and Joel Middaugh. Absent: none. Also present Augie Pepple, Jamie Hruby, Jerry Kellar and Tyler Schacher

Motion made by Middaugh and seconded by Hedstrom to approve the minutes of the last regular meeting (03-16-16) as presented. All present voted aye, motion carried.

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

City Maintenance Report: none.

Jerry Kellar, Jamie Hruby and Tyler Schacher ask the board for permission to install a RC race track at the Wilton RV Park. They agreed to install and maintain the area the track encompasses. Kellar, Hruby and Schacher agrees to remove the track when it is no longer being utilized by the community. **Motion made by Hedstrom and seconded by Kruckenberg** to allow the installation of the track and for the City to purchase a sign with the rule and regulations for the RC track. All present voted aye, motion carried.

Augie Pepple with the Baptist Home was at the meeting in regards to refinancing the Baptist Home Bond. The bond company out of Minneapolis did not send to the City documents needed to proceed with the issue. Pepple asked for the issue to be tabled until the April 20, 2016 meeting and would bring the documents needed to the April 20th meeting.

Motion made by Clausen and seconded by Middaugh to approve the first reading of the Zoning Ordinance Updates. The updates are as follows; no fence shall exceed 72" for areas zoned residential 1, residential 2, residential 3, Mobile Home District and Mobile Home Park. No fence shall exceed 96" for areas zoned C-1 Commercial and Industrial. All present voted aye, motion carried.

Pres. Domonoske-Kellar presented a draft example of a Burleigh County Building/Planning/Zoning Department service agreement. At the request of the Wilton Fire Chief, Domonoske-Kellar contacted the Burleigh County Building/Planning/Zoning Department about having decaying structures inspected. Per city ordinance 10.0404 states the building inspector is usually the City Fire Chief. Chief Young Bird stated he has no training as a building inspector and requested the City of Wilton seek a qualified building inspector. The commission

felt it was a good idea to move forward with obtaining an agreement with the Burleigh County Building/Planning/Zoning Department.

Motion made by Clausen and seconded by Hedstrom to pay all bills as presented. Roll call vote. Aye: Commissioners Clausen, Kruckenberg, Hedstrom, Middaugh and Pres. Domonoske-Kellar. Nay: none. Abstained: none. Absent: none. Motion carried.

With no other items for discussion President Domonoske-Kellar declared the meeting adjourned at 7:20 p.m.

-89977 US Treasury 3,176.98
-99841 VISA 461.46
36 Starion Bond Service 97,317.75
1030 Starion Bond Service 68,024.00
18687 BCBS of ND 1,363.54
18688 SCRWD 13,966.53
18689 Ferguson Waterworks 1,130.04
18690 Starion Bond Service 8,039.50
18691 Terry Hutslar 1,544.51
18692 Dean Larson 1,066.69
18693 Pattie Solberg 1,226.57
18694 NDPERS 247.00
18695 NDPERS 1,764.72
18696 ND Office of State Tax Commission 271.68
18697 Void 0.00
18698 Pattie Solberg 59.93

Pattie Solberg, City Auditor

LeeAnn Domonoske-Kellar, Pres.

April 20, 2016 – Regular Meeting

A regular meeting of the Board of City Commissioners was held on April 20, 2016, 7:00 p.m. at the City Meeting Room. Present were President LeeAnn Domonoske-Kellar, Commissioners John Clausen, Joan Kruckenberg, Lisa Hedstrom and Joel Middaugh. Also present Lisa Jenkins and Bryan Dusek.

Motion made by Clausen and seconded by Middaugh to approve the minutes of the last regular meeting (04-06-16) as presented. All present voted aye, motion carried.

Motion made by Hedstrom and seconded by Middaugh to approve the agenda. All present voted aye, motion carried.

City Maintenance Report: Spring Clean Up week is set for May 2-7, weather permitting.

No one from the Baptist Home was present to discuss the bond refunding.

Motion made by Clausen and seconded by Hedstrom to approve the second reading and final passage of the Zoning Ordinance Updates. The updates are as follows; no fence shall exceed 72" for areas zoned residential 1, residential 2, residential 3, Mobile Home District and Mobile Home Park. No fence shall exceed 96" for areas zoned C-1 Commercial and Industrial. All present voted aye, motion carried.

The finding from the ride arounds were discussed. The Commissioner noted several vehicles without current tags and several properties that were in need of mowing and junk being removed.

The Wilton Park Board is interested in having a Pub Crawl during Wild in Wilton. Participants will be required to walk. Since Wild in Wilton is a family event, minor will be able to participate by drinking soda or water and will not be permitted into the bars. The board stated they had no issues with the idea.

The Wilton Park Board is looking into moving the entrance to the South Park to the east about 90 feet. There is a drainage issue where the current entrance is located. The commission asked the Park Board to come back when they had an estimated cost.

Motion made by Clausen and seconded by Middaugh to purchase a new all in one office printer from Advanced Business Methods for \$4047.00. The current printer is having mechanical issues and parts are becoming harder to find. Roll call vote. Aye: Commissioners

Clausen, Kruckenberg, Hedstrom, Middaugh and Pres. Domonoske-Kellar. Nay: none.
Abstained: none. Absent: none. Motion carried.

Motion made by Clausen and seconded by Hedstrom to pay all bills as presented. Roll call vote. Aye: Commissioners Clausen, Kruckenberg, Hedstrom, Middaugh and Pres. Domonoske-Kellar. Nay: none. Abstained: none. Absent: none. Motion carried.

With no other items for discussion President Domonoske-Kellar declared the meeting adjourned at 7:24 p.m.

4792 Sanitation Products Inc. 570.96
4793 Farmers Union Oil 861.62
4794 Ok Tire Stores 442.63
18699 Aflac 102.44
18700 Terry Hutslar 1,544.51
18701 Dean Larson 1,066.69
18702 Pattie Solberg 1,226.57
18703 NDPERS 247.00
18704 NDERS 3.78
18705 McLean County Sheriff 6,884.84
18706 Circle Sanitation 6,762.75
18707 Ameri-Pride 123.32
18708 Verizon Wireless 158.39
18709 Steins Inc. 54.21
18710 Ferguson Waterworks 16.95
18711 Bek Telephone 8.00

Pattie Solberg, City Auditor

LeeAnn Domonoske-Kellar, Pres.

May 04, 2016 – Regular Meeting

A regular meeting of the Board of City Commissioners was held on May 04, 2016, 7:00 p.m. at the City Meeting Room. Present were President LeeAnn Domonoske-Kellar, Commissioners John Clausen, Joan Kruckenberg, Lisa Hedstrom and Joel Middaugh. Also present AJ Tuck.

Motion made by Clausen and seconded by Kruckenberg to approve the minutes of the last regular meeting (04-20-16) as presented. All present voted aye, motion carried.

Motion made by Middaugh and seconded by Hedstrom to approve the agenda. All present voted aye, motion carried.

City Maintenance Report: none.

Motion made by Clausen and seconded by Hedstrom to approve the 2017 Police Service Contract with McLean County Sheriff's Department. The cost for 2017 will be \$82,618.08, which is the same as the 2016 rate. Roll call vote. Aye: Commissioners Clausen, Kruckenberg, Hedstrom, Middaugh and Pres. Domonoske-Kellar. Nay: none. Abstained: none. Absent: none. Motion carried.

Motion made by Clausen and seconded by Hedstrom to pay for half of the repair to a culvert located by 12 Dakota Ave. A prior property owner got permission from the City to add an extension to the culvert that runs under Dakota Ave. The extension was not properly attached to the existing culvert and the two pieces of culvert separated causing a sink hole to form. The City's portion of the culvert is blocked by dirt and debris causing the surrounding area to flood during heavy rains.

Motion made by Middaugh and seconded by Kruckenberg to pay all bills as presented. Roll call vote. Aye: Commissioners Clausen, Kruckenberg, Hedstrom, Middaugh and Pres. Domonoske-Kellar. Nay: none. Abstained: none. Absent: none. Motion carried.

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

-99840 US Treasury 56.29
18712 Void 0.00
18713 Dean Larson 1,066.69
18714 Void 0.00
18715 Pattie Solberg 1,226.57
18716 NDPERS 247.00

18717 NDPERS 1,764.72
18718 BHG, Inc. 363.50
18719 Montana Dakota Utilities 284.64
18720 ND Dept. of Health 16.00
18721 ND Surplus Property 1,530.00
18722 Ottertail Power 1,562.60
18723 Brown & Saenger 13.08
18724 SCRWD 14,445.00
18725 BCBS of ND 1,363.54
18726 Bauer Electric 540.00
18727 Terry Hutslar 1,544.51

Pattie Solberg, City Auditor

LeeAnn Domonoske-Kellar, Pres.

May 18, 2016 – Regular Meeting

A regular meeting of the Board of City Commissioners was held on May 18, 2016, 7:02 p.m. at the City Meeting Room. Present were President LeeAnn Domonoske-Kellar, Commissioners Joan Kruckenberg, Lisa Hedstrom and Joel Middaugh. Absent Commissioner John Clausen.

Motion made by Hedstrom and seconded by Middaugh to approve the minutes of the last regular meeting (05-04-16) as presented with the addition of the Baptist Home Bond. All present voted aye, motion carried.

Motion made by Middaugh and seconded by Hedstrom to approve the agenda. All present voted aye, motion carried.

City Maintenance Report: none.

Motion made by Middaugh and seconded by Hedstrom to approve the Baptist Home Bond refinancing. There will be no cost to the City of Wilton. . Roll call vote. Aye: Commissioners Kruckenberg, Hedstrom, Middaugh and Pres. Domonoske-Kellar. Nay: none. Abstained: none. Absent: Clausen. Motion carried.

Motion made by Hedstrom and seconded by Middaugh to approve the bid from B & B Excavating to remove and replace the culvert located by 12 Dakota Ave. The bid is for \$6,000 and does not include the cost of the culvert or replacing the asphalt. Sink holes formed on both ends of the culvert and possibly caused a hollow spot between the culvert and the asphalt. All present voted aye, motion carried.

Motion made by Joan and seconded by Middaugh to give Adam Rondeau until August 1, 2016 to have the dirt piles in his yard leveled. The dirt will be used as fill dirt for a garage the Rondeaus plan on building. All present voted aye, motion carried.

Marvin Morlock turned in an Application for 2 Year New Construction Property Tax Exemption. Morlocks application stated he has lived in the house since November of 2012 and according to North Dakota Century Code 57-02-08: “Up to one hundred fifty thousand dollars of the true and full value of all new single-family and condominium and townhouse residential property, exclusive of the land on which it is situated, is exempt from taxation for the first two taxable years after the taxable year in which construction is completed and the residence is owned and occupied for the first time...” **Motion made by Middaugh and seconded by Hedstrom** to deny the request for 2 years of tax exempt for his house located at 22 Burleigh Road. All present voted aye, motion carried. Morlock was eligible for tax exempt in 2013 and 2014.

Shanna Morlock turned in an Application for 2 Year New Construction Property Tax Exemption. Ms. Morlocks application stated she has lived in the house since October of 2015. Ms. Morlock met the criteria for Tax Exemption according to North Dakota Century Code 57-02-08. **Motion made by Hedstrom and seconded by Middaugh** to approve Shanna Morlocks request for 2 years of Tax exempt for her house located at 732 High Park Drive for 2016 and 2017. All present voted aye, motion carried.

Motion made by Middaugh and seconded by Hedstrom to approve the Washburn Legion's Site Authorization request for gaming at the Sportsmen's Bar & Grill for 07-01-16 thru 06-30-17. All present voted aye, motion carried.

Motion made by Hedstrom and seconded by Middaugh to approve the Washburn Legion's Site Authorization request for gaming at the Time Out Tavern for 07-01-16 thru 06-30-17. All present voted aye, motion carried.

Holly Dickson was sent a letter giving her 14 days to mow her lot located north of the Wilton School Bus Barn (Lots G, I, J in section SE4 34-143-80). Dickson did not meet the deadline. Another letter will be sent giving her 5 day to mow her lots or the City of Wilton will mow them at the Cities minimum rate of \$100 per instance (ord. 12.065.)

Motion made by Hedstrom and seconded by Middaugh to pay all bills as presented. Roll call vote. Aye: Commissioners Kruckenberg, Hedstrom, Middaugh and Pres. Domonoske-Kellar. Nay: none. Abstained: none. Absent: Clausen. Motion carried.

With no other items for discussion President Domonoske-Kellar declared the meeting adjourned at 7:33 p.m.

4795 Power Plan 242.54

18728 Aflac 102.44

18729 Terry Hutslar 1,544.51

18730 Dean Larson 1,066.69

18731 Pattie Solberg 1,226.57

18732 NDPERS 247.00

18733 McLean County Sheriff 6,884.84

18734 Circle Sanitation 6,830.75

18735 Farmers Union Oil 199.28

18736 BHG, Inc. 14.50

18737 Verizon Wireless 153.35

18738 America-Pride 123.32

18739 Bek Communications 91.16

18740 Carmen Fitchner 50.00

18741 Linda Mees 180.00

Pattie Solberg, City Auditor

LeeAnn Domonoske-Kellar, Pres.

June 1, 2016 – Regular Meeting

A regular meeting of the Board of City Commissioners was held on June 1, 2016, 7:00 p.m. at the City Meeting Room. Present were President LeeAnn Domonoske-Kellar, Commissioners John Clausen, Joan Kruckenberg, Lisa Hedstrom and Joel Middaugh.

Motion made by Hedstrom and seconded by Clausen to approve the minutes of the last regular meeting (05-18-16) as presented. All present voted aye, motion carried.

Motion made by Middaugh and seconded by Clausen to approve the agenda. All present voted aye, motion carried.

City Maintenance Report: none.

Motion made by Clausen and seconded by Hedstrom to approve the Wilton Park Board noise variance for Wild in Wilton. The variance is for June 11, 2016 to 2:00 am June 12, 2016. All present voted aye, motion carried.

Motion made by Middaugh and seconded by Hedstrom to pay all bills as presented. Roll call vote. Aye: Commissioners Clausen, Kruckenberg, Hedstrom, Middaugh and Pres. Domonoske-Kellar. Nay: none. Abstained: none. Absent: none. Motion carried.

With no other items for discussion President Domonoske-Kellar declared the meeting adjourned at 7:04 p.m.

-89975 US Treasury 3,276.98	18753 NDPERS 247.00
-99839 Visa 355.26	18754 NDPERS 1,764.72
-99838 Visa 29.42	
4796 Northern Improvement 769.59	
18742 Wilton Public Schools 81.00	
18743 BCBS of ND 1,363.54	
18744 SCRWD 14,865.12	
18745 ND Surplus Property 100.00	
18746 MDU 180.88	
18747 Ottertail Power 1,562.63	
18748 ND Dept. of Health 16.00	
18749 Office Depot 81.42	
18750 Terry Hutslar 1,544.51	
18751 Dean Larson 1,066.69	
18752 Pattie Solberg 1,226.57	

Pattie Solberg, City Auditor

LeeAnn Domonoske-Kellar, Pres.

June 15, 2016 – Regular Meeting

A regular meeting of the Board of City Commissioners was held on June 15, 2016, 7:00 p.m. at the City Meeting Room. Present were President LeeAnn Domonoske-Kellar, Commissioners John Clausen, Lisa Hedstrom and Joel Middaugh. Absent Joan Kruckenberg. Also present Gary Uhrich and Dave Lindell.

Motion made by Middaugh and seconded by Clausen to approve the minutes of the last regular meeting (06-01-16) as presented. All present voted aye, motion carried.

Motion made by Clausen and seconded by Hedstrom to approve the minutes of the June 8, 2016 special meeting as presented. All present voted aye, motion carried.

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

City Maintenance Report: none.

Gary Uhrich appeared to discuss the Notice of Condemnation letter he received giving him 30 days from date of receipt to repair or demolish his building located at 104 Dakota Ave. (S 115 feet, lot 8 & all of lot 9 Block 2). Uhrich was informed by President Domonoske-Kellar he had the right to have a public hearing with the Building Inspector, Ray Ziegler, present. Uhrich wanted to know what would happen if he chose not to fix the building. The City lawyer, David Lindell, informed Uhrich if he did not comply within the 30 days, the City had the right to repair, vacate or demolish the building and to have the cost assessed to the property taxes. Uhrich stated he was not in any financial or physical condition to make the repairs or to demolish the building. Uhrich asked if he could have an extension in order to vacate the building and acknowledge the City would take over the building after he vacated it. Motion made by Middaugh and seconded by Hedstrom to give Gary Uhrich until August 1, 2016 to vacate the building and on August 2, 2016 the City of Wilton can take any steps it deems necessary to repair or to demolish the building. All present voted aye, motion carried.

The board discussed what they would like included in an ordinance for firewood. A draft of the firewood ordinance will be prepared for the July 5, 2016 meeting.

Motion made by Clausen and seconded by Hedstrom to approve the bid from Nedlynn's Painting and Drywall for \$7,300 to power wash, scrape, prime and paint the exterior of the Wilton Memorial Hall. Roll call vote. Aye: Commissioners Clausen, Hedstrom, Middaugh and Pres. Domonoske-Kellar. Nay: none. Abstained: none. Absent: Kruckenberg. Motion carried.

Last year through donation from local businesses the City was able to replace 9 out of 16 deteriorating decoration for the light poles on Dakota Ave. **Motion made by Clausen and seconded by Middaugh** to purchase 7 more Christmas decoration for the light poles on Dakota Ave. The cost of the decorations will be \$2,720. All present voted aye, motion carried.

The City maintenance workers are unable to keep up with mowing City property and regular duties such as jetting sewers and sweeping streets. An ad was ran in the Leader News advertising the mowing position for \$15.00 per hour and application have to be turned in by June 24, 2016 before 4:00 pm.

Motion made by Middaugh and seconded by Hedstrom to destroy the following records 2008 or older: account payable/vouchers/expense reports, account receivables, accounting aging reports, accounting reports, adjustments records, bank statements, gaming permits, journals/ledgers, liquor license transfers, pet license, publications, receipts/cashbooks, time cards, utility billings. 2014 and older: planners and agendas. 2011 and older: affidavits of publications, expired liquor licenses. 2005 and older: budgets. 2002 or older: water and waste reports. Audit reports from 1951 to 2008 will be sent to state archives. All present voted aye, motion carried.

During the winter the water line in the Soo depot broke from either freezing or by the building settling. **Motion made by Middaugh and seconded by Hedstrom** to have the water line in the depot repaired. All present voted aye, motion carried.

Motion made by Middaugh and seconded by Hedstrom to pay all bills as presented. Roll call vote. Aye: Commissioners Clausen, Hedstrom, Middaugh and Pres. Domonoske-Kellar. Nay: none. Abstained: none. Absent: Kruckenberg. Motion carried.

With no other items for discussion President Domonoske-Kellar declared the meeting adjourned at 7:26 p.m.

4797 Forterra Pipe & Precast 8,040.80
18755 Aflac 102.44
18756 McLean County Sheriff 6,884.84
18757 Circle Sanitation 6,898.75
18758 ND One Call 13.00
18759 ND Dept. of Health 16.00
18760 Office Depot 60.95
18761 Pro Forms 95.35
18762 BHG, Inc. 145.97
18763 Marco, Inc. 195.42
18764 ND Dept. of Health 113.92

18765 Bek Communications 9.05
18766 Ameri-Pride 123.32
18767 Tonya Dickson 256.03
18768 Tori Dickson 1,268.06
18769 Tate Dickson 110.82
18770 Terry Hutslar 1,544.51
18771 Lisa Jenkins 825.05
18772 Joan Kruckenberg 811.71
18773 Dean Larson 1,066.69
18774 Pattie Solberg 1,226.57

Pattie Solberg, City Auditor

LeeAnn Domonoske-Kellar, Pres.

July 6, 2016 – Organizational

An organizational meeting of the Board of City Commissioners was held on July 6, 2016, 7:00 p.m. at the City Meeting Room. Present were Pres. LeeAnn Domonoske-Kellar and Commissioners John Clausen, William Kary, Lisa Hedstrom and Joel Middaugh.

Motion made by Hedstrom and seconded by Middaugh to approve the agenda as presented. All voted aye, motion carried. Abstained: None.

Motion made by Clausen and seconded by Hedstrom to appoint Pattie Solberg as Wilton City Auditor. Roll call vote. Aye: Commissioners Clausen, Kary, Hedstrom, Middaugh and Pres. Domonoske-Kellar. Nay: none. Abstained: none. Absent: none. Motion carried.

Motion made by Middaugh and seconded by Clausen to appoint Dave Lindell of Lindell Law Office as the City attorney. Roll call vote. Aye: Commissioners Clausen, Kary, Hedstrom, Middaugh and Pres. Domonoske-Kellar. Nay: none. Abstained: none. Absent: none. Motion carried.

Motion made by Kary and seconded by Middaugh to appoint Ryan Oberg (McLean County Assessor) as the City Assessor. Roll call vote. Aye: Commissioners Clausen, Kary, Hedstrom, Middaugh and Pres. Domonoske-Kellar. Nay: none. Abstained: none. Absent: none. Motion carried.

Motion made by Middaugh and seconded by Clausen to approve Lisa Hedstrom as the Street Commissioner. Roll call vote. Aye: Commissioners Clausen, Kary, Hedstrom, Middaugh and Pres. Domonoske-Kellar. Nay: none. Abstained: none. Absent: none. Motion carried.

Motion made by Middaugh and seconded by Hedstrom to approve Joel Middaugh as the Police Commissioner. Roll call vote. Aye: Commissioners Clausen, Kary, Hedstrom, Middaugh and Pres. Domonoske-Kellar. Nay: none. Abstained: none. Absent: none. Motion carried.

Motion made by Middaugh and seconded by Hedstrom to approve William Kary as the Finance Commissioner. Roll call vote. Aye: Commissioners Clausen, Kary, Hedstrom, Middaugh and Pres. Domonoske-Kellar. Nay: none. Abstained: none. Absent: none. Motion carried.

Motion made by Kary and seconded by Middaugh to approve John Clausen as the Water/Sewer Commissioner. Roll call vote. Aye: Commissioners Clausen, Kary, Hedstrom, Middaugh and Pres. Domonoske-Kellar. Nay: none. Abstained: none. Absent: none. Motion carried.

Motion made by Kruckenberg and seconded by Clausen to appoint Commissioner Middaugh as Vice President of the Commission. Roll call vote. Aye: Commissioners Clausen, Kary, Hedstrom, Middaugh and Pres. Domonoske-Kellar. Nay: none. Abstained: none. Absent: none. Motion carried.

With no other items for discussion Pres. Domonoske-Kellar declared the organizational meeting adjourned at 7:04 p.m.

Pattie Solberg, City Auditor

LeeAnn Domonoske-Kellar

July 6, 2016 – Regular Meeting

A regular meeting of the Board of City Commissioners was held on July 6, 2016, at 7:04 p.m. at the City Meeting Room. Present were President LeeAnn Domonoske-Kellar, Commissioners John Clausen, William Kary, Lisa Hedstrom and Joel Middaugh.

Motion made by Clausen and seconded by Middaugh to approve the minutes of the last regular meeting (06-15-16) as presented. All present voted aye, motion carried.

Motion made by Hedstrom and seconded by Kary to approve the agenda as presented with the addition of block corner survey. All present voted aye, motion carried.

City Maintenance Report: none.

Lance Quam asked if it would be possible to get into the landfill on the weekend to haul the concrete he is tearing out of the lot he bought on South 3rd Street. He was informed the key cannot be handed out and he would have to set a time up with a City worker.

Motion made by Clausen and seconded by Middaugh to approve the variance request from Josh Cleveland. Cleveland bought the property located at 202 S. 3rd St. The current garage will be torn down and a new 36 x 36 garage will be built. Cleveland asked for a 5 foot variance so there would be room for a parking pad behind the garage. All present voted aye, motion carried.

Cheryl Anderson was sent a compliance letter giving her until July 5, 2016 to have current tags on 2 of her vehicles. Anderson sent an email to the City asking for an extension because the tags would be due again in September and October. The commission denied her request.

The City sent out compliance letters in June. All but 2 were complied with. Both letters were for garbage/rubbish removal. The board felt the City lawyer should be contacted to determine how to move forward with the junk removal.

Commissioner Clausen volunteered to fill the seat on the Sales and Use that is reserved for a City Commissioner. There were no objection from the other commissioners.

Motion made by Clausen and seconded by Middaugh to approve the local gaming permit for Dollar for Scholars. The permit is valid from July 1, 2016 through June 30, 2017. All present voted aye, motion carried.

Due to the large number of unpaid water bills every month the commission felt it was necessary to change the policy on past due and disconnect notices. Starting with the July 2016 water billing, as soon as an account is past due a disconnect letter will be sent giving the customer 30 days to pay or the water will be shut off at the curb. Past due notices will no longer be sent out.

While painting the Memorial Hall the contractor ran into an issue that he had no way of knowing about. When the job is completed a bill for the additional materials will be submitted and discussed at a future meeting.

AJ Tuck presented the idea of having a Block Corner Survey done for the City of Wilton. A surveyor would find the corners of the boulevards of every block south of Bookwalter Ave. The cost will be around \$50,000. The project will be budgeted for in 2017.

Motion made by Middaugh and seconded by Hedstrom to approve the amended bid from Wilton Builders. A second overhead door was added to the cold storage building that will be built near the lagoons. The total cost of the amended bid is \$28,000. Roll call vote. Aye: Commissioners Clausen, Kary, Hedstrom, Middaugh and Pres. Domonoske-Kellar. Nay: none. Abstained: none. Absent: none. Motion carried.

Motion made by Clausen and seconded by Hedstrom to pay all bills as presented. Roll call vote. Aye: Commissioners Clausen, Kary, Hedstrom, Middaugh and Pres. Domonoske-Kellar. Nay: none. Abstained: none. Absent: none. Motion carried.

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

-99837 Visa 775.14
-99836 Vis 34.36
-89974 US Treasury 5,197.82
4798 B&B Excavating 8,040.80
18776 Farmers Union Insurance 374.00
18777 Arrowhead Pest Control 23.00
18778 Farmers Union Oil 633.75
18779 Verizon Wireless 153.35
18780 Montana Dakota Utilities 102.24
18781 Quality Printing Service 620.51
18782 Dakota Supply Group 130.59
18783 Avenet, LLC 450.00
18784 B&B Excavating 200.00
18785 Ottetail Power 1,421.57

18786 NDPERS 247.00
18787 Office Depot 1,595.21
18788 Corey Hendricks 240.00
18789 Arrowhead Pest Control 23.00
18790 Pattie Solberg 63.45
18791 ND One Call 12.00
18792 Blue Cross Blue Shield 1,363.54
18793 ND Dept. of Health 15.00
18794 Dakota Supply Group 125.86
18795 SCRWD 17,319.71
18796 Rough Rider Industries 60.48
18797 Terry Hutslar 1,544.51
18798 Lisa Jenkins 1,133.09
18799 Dean Larson 1,066.69
18800 Pattie Solberg 1,226.57
18801 Tate Dickson 480.23
18802 Tonya Dickson 505.42
18803 Tori Dickson 1,304.66

Pattie Solberg, City Auditor

LeeAnn Domonoske-Kellar, Pres.

July 20, 2016 – Regular Meeting

A regular meeting of the Board of City Commissioners was held on July 20, 2016, at 7:00 p.m. at the City Meeting Room. Present were President LeeAnn Domonoske-Kellar, Commissioners John Clausen, and Joel Middaugh. Absent Commissioners William Kary and Lisa Hedstrom

Motion made by Middaugh and seconded by Clausen to approve the minutes of the last regular meeting (07-06-16) as presented. All present voted aye, motion carried.

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

City Maintenance Report: none.

A draft of the Firewood ordinance was presented to the commission. It was agreed upon the words “as heating fuel” should be removed from the definition of firewood. The ordinance will be presented again at the July 20, 2016 meeting.

Nedlynns Painting and Drywall had to purchase more primer than originally stated in the bid to properly paint the Memorial Hall. There was no way for the Nedlynns to foresee the issue that caused the need for additional primer. **Motion made by Clausen and seconded by Middaugh** to pay for the additional primer. The cost of the primer was \$1,500. Roll call vote. Aye: Commissioners Clausen, Middaugh and Pres. Domonoske-Kellar. Nay: none. Abstained: none. Absent: Commissioners Kary and Hedstrom. Motion carried.

Motion made by Clausen and seconded by Middaugh to tear down the deteriorating outhouse at the Wilton RV Park. Pres. Domonoske-Kellar spoke with 1st District Health and was informed the City did not have to replace the outhouse because the limited number of camping spots. All present voted aye, motion carried.

Motion made by Clausen and seconded by Middaugh to approve assessing the bill sent to Dakota Bio products for \$1,048.80. When the culvert was replaced by Railway and Dakota Ave. Dakota Bio Products asked the City to extend the culvert by 8 feet. They City agreed under the condition Dakota Bio Products pay for the extra section of culvert, tie rods and labor to install the section. Dakota Bio was sent a bill on June 9 and again on June 29th with the deadline of July 6, 2016 to have the bill paid in full. No payment was made to the City. All present voted aye, motion carried.

The drainage ditch that runs along Railway is blocked by buildup of dirt. The Commission decided to have B&B Excavating remove the buildup.

An estimate from Wilton Builder was present to the commission. The estimate is for 46 yards of concrete for the new cold storage building being built by the lagoon. The estimated cost is \$16,790. The projected will be budgeted for in 2017

Wilton Builders also summited an estimate to reside the small garage located by the lagoons. The estimated cost is \$5,000. The project will be budgeted for in 2017.

Motion made by Middaugh and seconded by Clausen to pay all bills as presented Roll call vote. Aye: Commissioners Clausen, Middaugh and Pres. Domonoske-Kellar. Nay: none. Abstained: none. Absent: Commissioners Kary and Hedstrom. Motion carried.

With no other items for discussion President Domonoske-Kellar declared the meeting adjourned at 7:08 p.m.

163 Wilton Economic Development 3,100.00
4799 Power Plan 33.01
4800 Northern Improvement 960.00
4801 Farmers Union Oil 647.09
18804 McLean County Sheriff 6,884.84
18805 BHG, Inc. 310.50
18806 Dakota Supply Group 130.86
18807 Verizon Wireless 158.35
18808 Brown and Saenger 46.60
18809 Ameri-Pride 241.23
18810 Advanced Business Methods 4,412.39
18811 ND Dept. of Health 16.00
18812 Bek Telephone 10.28
18813 Power Plan 7,591.68
18814 Aflac 102.44
18815 Donald Bloom 503.34
18816 Tate Dickson 153.30
18817 Tonya Dickson 235.49
18818 Tori Dickson 99.73
18819 Terry Hutslar 1,544.51
18820 Dean Larson 1,066.69
18821 Pattie Solberg 1,226.57
18822 Jerrod Belgrade 20.00

Pattie Solberg, City Auditor

LeeAnn Domonoske-Kellar, Pres.

August 3, 2016 – Regular Meeting

A regular meeting of the Board of City Commissioners was held on August 3, 2016, at 7:00 p.m. at the City Meeting Room. Present were President LeeAnn Domonoske-Kellar, Commissioners John Clausen, William Kary, Lisa Hedstrom and Joel Middaugh. Also present Ben Schafer, Leann Ochsner, and AJ Tuck

Motion made by Middaugh and seconded by Clausen to approve the minutes of the last regular meeting (07-20-16) as presented. All present voted aye, motion carried.

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

City Maintenance Report: When trying to knock over the outhouse at the RV Park the loader started to sink. Terry and Dean are going to wait for the ground to harden. Until then caution tape and barriers will be put up around the outhouse.

Motion made by Clausen and seconded by Middaugh to approve the first reading of the Firewood Ordinance. All present voted aye, motion carried.

Pres. Domonoske-Kellar asked the commission to prioritize projects that will need to be budgeted for in 2017. City Engineer, AJ Tuck, stated he felt the pond dredging should not be a priority when there are streets in need of repair. The project discussed where: painting the Soo Depot, street repairs to Bookwalter Ave., cementing the new shop, re-siding the garage by the lagoon, fixing the entry way on the memorial hall, a block pin survey and dredging the pond. These item will be discussed at the August 17, 2016 meeting.

Ben Shafer Jr. is interested in starting a subdivision east of the lagoons. He wanted to make sure the commission was in favor a new sub division before proceeding with the engineering phase of planning. Schafer is planning on making the lots along the lagoon commercial and industrial. The rest of the lots will be residential. At this time he is not planning on having separate covenants for the sub division.

Motion made by Clausen and seconded by Middaugh to approve Leann Ochsners variance request of 7 feet to the west for a garage. The west side of the garage will be in line with her house. All present voted aye, motion carried. The Zoning board was not able to meet for the August Zoning meeting so this request was sent straight to the commission.

Motion made by Clausen and seconded by Kary to approve the Time Out Taverns liquor license transfer to the Memorial Hall on August 13, 2016. All present voted aye, motion carried.

Motion made by Middaugh and seconded by Kary to pay all bills as presented Roll call vote.
Aye: Commissioners Clausen, Kary, Hedstrom, Middaugh and Pres. Domonoske-Kellar. Nay:
none. Abstained: none. Absent: none. Motion carried.

With no other items for discussion President Domonoske-Kellar declared the meeting
adjourned at 7:32 p.m.

-89972 US Treasury 3,634.39
18823 ND Office of State Tax Commissioner 304.34
18824 Circle Sanitation 6,932.75
18825 ND One Call 11.00
18826 Nedlynns Painting & Drywall 8,800.00
18827 C.S. Doors 344.98
18828 SCRWD 19,214.14
18829 ND Dept. of Health – Chemistry 359.93
18830 Montana Dakota Utilities 63.56
18831 Ottertail Power 1,455.23
18832 Displays Sales 2,720.00
18833 B&B Excavating 4,600.00
18834 McLean County Auditor 216.00
18835 McLean County Treasure 2,593.00
18836 ND Assoc. Of Oil & Gas 200.00
18837 BHG, Inc. 337.55
18838 ND League of Cities 927.00
18839 BCBS of ND 1,418.07
18840 Donald Bloom 838.92
18841 Terry Hutslar 1,544.51
18842 Dean Larson 1,066.69
18843 Pattie Solberg 1,226.57
18844 NDPERS 741.00
18845 NDPERS 3,529.42

Pattie Solberg, City Auditor

LeeAnn Domonoske-Kellar, Pres.

August 17, 2016 – Regular Meeting

A regular meeting of the Board of City Commissioners was held on August 17, 2016, at 7:00 p.m. at the City Meeting Room. Present were President LeeAnn Domonoske-Kellar, Commissioners John Clausen, William Kary, Lisa Hedstrom and Joel Middaugh. Also present Alisa Breeding, Dave Breeding and AJ Tuck

Motion made by Clausen and seconded by Middaugh to approve the minutes of the last regular meeting (08-03-16) as presented. All present voted aye, motion carried.

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

City Maintenance Report: It was recommended by Wilton Builders the City put a 2 foot wide cement strip under the overhead doors on the new cold storage building. The board agreed with the recommendation. No motion was made.

Motion made by Clausen and seconded by Hedstrom to approve the second reading and final passage of the Firewood Ordinance. All present voted aye, motion carried.

Holly Dickson, the owner of the 3 vacant lots north of the New Bus Barn was sent a compliance letter on May 6, 2016 giving her 14 days to mow. The owner did not comply. Another letter was mailed certified on May 19, 2016 giving her 5 days to mow or the City would mow the lots at a minimum of \$100.00 per hour. The owner still did not comply so the City mowed the lots on June 2, 2016. The 3 lots are about 25,000 square feet each. After speaking with the city lawyer, it was decided to charge \$0.02 a square foot for mowing. The \$0.02 will apply to any lot the City mows. The bill was mailed certified and was returned as unclaimed on June 22, 2016. The lots became overgrown again and a notice was sent on July 18, 2016 giving the owner until June 25, 2016 to mow. The owner once again did not comply so the lots were mowed by the City on July 27, 2016. A new bill was mailed certified for mowing the lots twice and the 3 certified letters totaling \$3,033.77. At the time of this meeting the new bill had not been signed for. Mr. Dickson came in to discuss the cost of the mowing. He stated he thought the cost would only be \$300 to \$400 if he let the City mow it for him. Mr. Dickson stated had he realized it was going to be \$0.02 a square foot he would had hired someone to mow the property. **Motion made by Kary and seconded by Middaugh** to leave the cost of mowing as billed. All present voted aye, motion carried. Failure to pay the bill by August 31, 2016 will result in the cost being assessed to the property taxes.

On June 18, 2014 Allisa Breeding was allowed to move a trailer home into the Wilton Trailer Court with the understanding it would have new skirting and siding with in a year. Ms. Breeding

stated cats got under her trailer and caused damage, the commission granted an extension at the June 17, 16 meeting. The trailer had to be painted by July 17, 2015 and resided by May 1, 2016 or the trailer had to be removed from the City limits. Breeding did paint her trailer but failed to reside the trailer by May 1, 2016. Ms. Breeding stated there was a water leak under her trailer causing it to settle and was advised not to side it or the siding would warp when the trailer was re-leveled. Breeding also stated the water line that broke was the trailers court responsibility to fix and was left leaking for several months. When asked why she did not have her trailer leveled, Breeding stated she felt she should not have to pay to level her trailer since the damage was not her fault. Commissioner Kary informed her it was her responsibility to maintain her home whether the damage was her fault or someone else's. **Motion made by Hedstrom and seconded by Clausen** to give Allisa Breeding until October 15, 2016 to reside the trailer or remove it from the City limits. No more extensions will be given. All present voted aye, motion carried.

AJ Tuck presented an option for fixing the sinking portion of Bookwalter Ave for around \$80,363.33. The top 2 inches of asphalt will be milled at the curb and tapered to the center of the road. A 2 inch overlay of asphalt will be laid over the top. **Motion made by Hedstrom and seconded by Kary** to sign a contract with Ulteig Engineer for \$6600 for the layout, plans, preparation and to solicit quotes for repairing Bookwalter Ave. pending approval of a fund request from the Sales and Use Commission. All present voted aye, motion carried.

Motion made by Kary and seconded by Middaugh to close the Social Security Fund and make it part of the General Fund. Closing the Social Security fund is required by the North Dakota Century Codes. All present voted aye, motion carried.

Motion made by Middaugh and seconded by Kary to pay all bills as presented Roll call vote. Aye: Commissioners Clausen, Kary, Hedstrom, Middaugh and Pres. Domonoske-Kellar. Nay: none. Abstained: none. Absent: none. Motion carried.

With no other items for discussion President Domonoske-Kellar declared the meeting adjourned at 8:05 p.m.

-99835 Visa 767.60
8402 Fisher Sand & Gravel 1,362.25
18846 McLean County Sheriff 6,884.84
18847 Circle Sanitation 6,870.75
18848 ND One Call 6.00
18849 Verizon Wireless 153.41
18850 Safeguard Business Systems 959.88
18851 Black Mountain Software 1,550.00
18852 Farmers Union Oil 1,112.54

18853 Ameri-Pride 123.32
18854 Bek Telephone 12.27
18855 ND Dept. of Health 16.00
18856 ND Insurance Dept. 1,312.29
18857 Aflac 102.44
18858 Donald Bloom 851.11
18859 Tate Dickson 210.55
18860 Tonya Dickson 293.09
18861 Tori Dickson 533.86
18862 Terry Hutslar 1,544.51
18863 Lisa Jenkins 684.75
18864 Dean Larson 1,066.69
18865 Pattie Solberg 1,226.57
18866 NDPERS 247.00
18867 ND State Tax Commissioner 24.41
18868 Montana Dakota Utilities 69.47

Pattie Solberg, City Auditor

LeeAnn Domonoske-Kellar, Pres.

September 7, 2016 – Regular Meeting

A regular meeting of the Board of City Commissioners was held on September 7, 2016, at 7:00 p.m. at the City Meeting Room. Present were President LeeAnn Domonoske-Kellar, Commissioners John Clausen, William Kary, Lisa Hedstrom and Joel Middaugh. Also present Courtney Gratton.

Motion made by Hedstrom and seconded by Clausen to approve the minutes of the last regular meeting (08-17-16) as presented. All present voted aye, motion carried.

Motion made by Middaugh and seconded by Hedstrom to approve the agenda as presented with the addition of Sacred Heart Church. All present voted aye, motion carried.

A draft of the 2017 budget was presented to the board. The Board was informed a special public meeting would have to be held due to the increase in requested mills.

Motion made by Hedstrom and seconded by Kary to accept the bid from Mariner construction for \$75,459.80 for repairs to Bookwalter Ave. Roll call vote. Aye: Commissioners Clausen, Kary, Hedstrom, Middaugh and Pres. Domonoske-Kellar. Nay: none. Abstained: none. Absent: none. Motion carried. Northern Equipment also submitted a bid for \$84,981.50.

Motion made by Clausen and seconded by Middaugh to grant the variance request for Courtney Gratton. Gratton requested to extend the 9 foot fence that runs part way down his south property line to his west property line. Gratton also request to put lattice on top of the fence making the overall height of the fence 10 feet. All present voted aye, motion carried.

The 12 inch variance request the house being built at 724 High Park Drive by Herner Homes was tabled until a variance agreement was signed by the property owner at 722 High Park Drive.

Motion made by Clausen and seconded by Kary to approve the replat in the High Park North Subdivision. Lot 16 in Block 3 will be subdivided into lots 16A and 16B. Lot 3 in Block 3 will be subdivided into lots 3A and 3B. The replat was a joint request made by Brad and Lisa Hedstrom and Dave Herner. . Roll call vote. Aye: Commissioners Clausen, Kary, Middaugh and Pres. Domonoske-Kellar. Nay: none. Abstained: Hedstrom. Absent: none. Motion carried.

The National Forest Service did a city wide inspection of trees in late August. The Forester marked diseased and dangerous trees with an orange X. A list of the diseased and dangerous trees was sent to the City Auditors Office. **Motion made by Middaugh and seconded by Hedstrom** to send letters to the property owners giving them until October 15, 2016 to remove

the marked trees. Failure to remove a marked tree will result in the City removing the tree and assessing the cost to the property taxes. All present voted aye, motion carried.

The commission was informed by Auditor Solberg the Insurance and Advertising Funds had been closed and the funds moved to the General Fund as required by the North Dakota Century Code.

Motion made by Hedstrom and seconded by Middaugh to approve the local charity permit for the Sacred Heart Church. The permit is valid for bingo and a raffle to be held on October 2, 2016 at the Wilton Memorial Hall. Roll call vote. Aye: Commissioners Clausen, Hedstrom, Middaugh and Pres. Domonoske-Kellar. Nay: none. Abstained: Kary. Absent: none. Motion carried.

Motion made by Middaugh and seconded by Clausen to pay all bills as presented. Roll call vote. Aye: Commissioners Clausen, Kary, Hedstrom, Middaugh and Pres. Domonoske-Kellar. Nay: none. Abstained: none. Absent: none. Motion carried.

A hearing for the Community Development Block Grant scheduled to take place at 7:00 pm was canceled due to no one from the community attending.

With no other items for discussion President Domonoske-Kellar declared the meeting adjourned at 7:55 p.m.

-89971 US Treasury 4,058.01
-99834 Visa 329.75
8403 Ottertail Power 1,594.78
18869 McLean County Recorder 14.00
18870 Mclean County Treasure 904.51
18871 Donald Bloom 796.26
18872 Terry Hutslar 1,544.51
18873 Dean Larson 1,066.69
18874 Pattie Solberg 1,226.57
18875 Aflac 102.44
18876 NDPERS 247.00
18877 NDPERS 1,764.72
18878 Advanced Business Methods 56.36
18879 Pro Forms 687.49
18880 Wilton Builders 14,000.00
18881 SCRWD 17,934.33
18882 Garret Selzler 77.85
18883 Gary Uhrich 1.00

18884 Sensus 1,665.98
18885 BCBS of ND 1,418.07
18886 Verizon Wireless 153.41
18887 Circle Sanitation 6,836.75
18888 McLean County Sheriff 6,884.84
18889 Lindell Law Office 75.00

Pattie Solberg, City Auditor

LeeAnn Domonoske-Kellar, Pres.

September 21, 2016 – Regular Meeting

A regular meeting of the Board of City Commissioners was held on September 21, 2016, at 7:00 p.m. at the City Meeting Room. Present were President LeeAnn Domonoske-Kellar, Commissioners Lisa Hedstrom and Joel Middaugh. Also present Karl Arnold and AJ Tuck.

Motion made by Middaugh and seconded by Hedstrom to approve the minutes of the last regular meeting (09-07-16) as presented. All present voted aye, motion carried.

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

Motion made by Hedstrom and seconded by Middaugh to approve The 12 inch variance request for the house being built at 724 High Park Drive by Herner Homes. The variance agreement was signed by the property owner at 722 High Park Drive. All present voted aye, motion carried.

Karl Arnold, the owner of the Sportsman's Bar and Grill, asked the commission for permission to allow minors into his bar until 10:00 pm as allowed by NDCC 5-02-06. **Motion made by Hedstrom and seconded by Middaugh** to allow minors into the Sportsman's Bar and Grill in accordance with NDCC 5-02-06. All present voted aye, motion carried.

Ken Huisman talked to Pres. Domonoske-Kellar on September 19, 2016 about his property located at 314 S. 4th St. Huisman has until the end of October to replace the Tyvek and foam board and to have new siding on the house. He will remove the crumbling sidewalk in the spring of 2017. Huisman informed Pres. Domonoske-Kellar the facade on the foundation is what is crumbling, not the foundation. If the October deadline is not met the board will discuss what actions to take at a future meeting.

Gloria Moore sent a letter to the City requesting an extension to have a marked tree removed from her property located at 214 Dakota Ave. Moore's primary residence is out of state and she will be arriving in Wilton November 12, 2016. **Motion made by Hedstrom and seconded by Middaugh** to give Moore until November 18, 2016 to have the marked tree removed. All present voted aye, motion carried.

AJ Tuck presented the board with the contract from Mariner Construction for the repairs to Bookwalter. Mariners Constructions bid was approved at the September 7, 2016 meeting.

Motion made by Hedstrom and seconded by Middaugh that landfill hours are to be flexed into the regular work hours. All present voted aye, motion carried.

Motion made by Hedstrom and seconded by Middaugh to allow renters to have water bill switched into their name with a \$200.00 deposit. All present voted aye, motion carried.

Motion made by Middaugh and seconded by Hedstrom to allow Kori Roth to place two advertising benches in Wilton. Roth will have to contact property owners before placing the benches, the benches cannot impede foot traffic and Roth has to maintain the benches. All present voted aye, motion carried.

Motion made by Middaugh and seconded by Hedstrom to approve assessing the following bills to property taxes:

- Holly Dickson – Lots G, I, and J in section SE4 34-143-80 for mowing fees \$3,033.77
- Shannon Wilson - S. Wilton Block 2 Auditors Lot 2 of the NW ¼ for mowing fees \$245.87
- Wegerle Holdings – Out lot A in SW4SE4 35-143-80 for culvert extension \$1,048.80

Roll call vote. Aye: Commissioners Hedstrom, Middaugh and Pres. Domonoske-Kellar. Nay: none. Abstained: none. Absent: Clausen and Kary. Motion carried.

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

Pattie Solberg, City Auditor

LeeAnn Domonoske-Kellar, Pres.

September 28, 2016 – Special Meeting

A Special meeting was held on September 28, 2016 at 6:30 p.m. in the City Meeting Room. Present were Pres. LeAnn Domonoske-Kellar, Commissioners John Clausen, William Kary, Lisa Hedstrom and Joel Middaugh.

The purpose of this meeting was to approve the preliminary budget for 2017.

No members of the public were in attendance.

Motion made by Middaugh and seconded by Clausen to approve the preliminary budget as presented. Roll call vote. Aye: Commissioners Clausen, Kary, Hedstrom, Middaugh and Pres. Domonoske-Kellar. Nay: none. Abstained: none. Absent: none. Motion carried.

With no other items for discussion Pres. Domonoske-Kellar declared the meeting adjourned at 6:48 p.m.

October 5, 2016 – Regular Meeting

A regular meeting of the Board of City Commissioners was held on October 5, 2016, at 7:00 p.m. at the City Meeting Room. Present were Commissioners John Clausen, William Kary, Lisa Hedstrom and Joel Middaugh. In President Domonoske-Kellars' absences the meeting was ran by Commissioner Middaugh. Also present Alan Wagner and Matt Leidy.

Motion made by Hedstrom and seconded by Kary to approve the minutes of the last regular meeting (09-21-16) as presented. All present voted aye, motion carried.

Motion made by Clausen and seconded by Kary to approve the minutes of the special meeting held on September 28, 16 for the City tax increase. All present voted aye, motion carried.

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

Motion made by Clausen and seconded by Kary to approve and finalize the 2017 Budget at presented. All present voted aye, motion carried.

Alan Wagner came in to discuss his tree marked for removal located at 320 Dakota Ave. Wagner stated he felt tree was savable if some of the larger branches were removed. The City had received a report from the Forest Service stating why the tree was a safety hazard. The issue was tabled to give Wagner a chance to talk with the forester who inspected the tree. Wagner agreed to come to the October 19, 2016 so a final decision can be made regarding the tree.

Matt Leidy wanted to let the commission know he was almost done removing the 8 trees from his rental property located at his 502 Minnesota Ave. Leidy thought he would be able to finish removing the trees over the upcoming weekend.

There was also discussion with Leidy concerning his water bill. The water bill is delinquent, and the city maintenance works were unable to turn the water off due to the curb stop being full of debris. Leidy apologized, stating he was unaware the bill was delinquent and assured the commission the bill would be paid the next day. Leidy asked if he could do the repairs to the curb stop himself. The commission agreed he could with the understanding in the event of another delinquent bill the city would have the work done and assess the cost back the property taxes.

Motion made by Clausen and seconded by Kary to approve the gaming permit for the County Line Café. The permit allows bingo, pull tab dispensing devices and a prize board dispensing device. All present voted aye, motion carried.

Motion made by Hedstrom and seconded by Clausen to approve the local permit for the Wilton Lions Club to sell raffle tickets until December 3, 2016. All present voted aye, motion carried.

Motion made by Clausen and seconded by Kary to approve the paying of the Water and Sewer Revenue bond of 2006 for \$2800.00, the Refunding Bond of 2013 for \$7597.00 and Refunding Improvement Bond of 2014 for \$11,736.75. Roll call vote. Aye: Commissioners Clausen, Kary, Hedstrom and Middaugh. Nay: none. Abstained: none. Absent: Pres. Domonoske-Kellar. Motion carried.

Public Works Supervisor, Terry Hutslar, requested the City buy his pension out for \$40,000 so he could take an early retirement. The board felt this was not a good time financially for the City to buy out Hutslar pension and possibly hire new employee to replace him. Hutslar was not present at the meeting, but spoke with Pres. Domonoske-Kellar and Auditor Solberg prior to the meeting. No motion was made.

Motion made by Kary and seconded by Hedstrom to approve the ADA Transition Plan. The ADA Transition plan is part of the CBGB Grant the Community Housing Corporation applied for. 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 and Middaugh. Nay: none. Abstained: none. Absent: Pres. Domonoske-Kellar. Motion carried.

With no other items for discussion Commissioner Middaugh declared the meeting adjourned at 7:29 p.m.

-89970 US Treasury 3,426.15
-99832 Visa 636.00
8404 County of Burleigh 45.20
8405 Power Plan 180.05
8406 Ottertail Power 1,571.22
8407 Montana Dakota Utilities 68.63
18890 Donald Bloom 380.94
18891 Terry Hutslar 1,544.51
18892 Dean Larson 1,066.69
18893 Pattie Solberg 1,226.57

18894 NDPERS 247.00
18895 Municipal Govt. Academy 25.00
18896 Wilton Builders 4,200.00
18897 Office Depot 136.20
18898 BHG, Inc. 218.50
18899 Bek Telephone 23.88
18900 Farmers Union Oil 914.55
18901 Ameri-Pride 123.32
18902 ND Dept. of Health 16.00
18903 SCRWD 16,868.47
18904 Dakota Fire Station 124.00
18905 Advanced Business Methods 100.00
18906 Brown and Senger 23.37
18907 BCBS of ND 1,418.07
18908 Ulteig Engineering 16,600.00
18909 Advanced Business Methods 53.08
18910 Donald Bloom 503.34
18911 Terry Hutslar 1,544.51
18912 Dean Larson 1,066.69
18913 Pattie Solberg 1,226.57
18914 NDPERS 247.00
18915 NDPERS 1,764.72
18916 ND Office of State Tax Commission 291.76
18917 Farmers Union Insurance 5,428.00

Pattie Solberg, City Auditor

LeeAnn Domonoske-Kellar, Pres.

October 19, 2016 – Regular Meeting

A regular meeting of the Board of City Commissioners was held on October 19, 2016, at 7:00 p.m. at the City Meeting Room. Present were President LeeAnn Domonoske-Kellar, Commissioners John Clausen, William Kary, Lisa Hedstrom and Joel Middaugh.

Motion made by Middaugh and seconded by Clausen to approve the minutes of the last regular meeting (10-05-16) as presented. All present voted aye, motion carried.

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

Alan Wagner was not present at the meeting. Wagner talked with Auditor Solberg prior to the meeting. After talking with the forest service, Wagner decided to remove the marked tree from his property located at 320 Dakota Ave. Wagner is planning on hiring a company to remove the tree for him and will let the Auditor Office know when the tree will be removed.

The City of Wilton applied for a grant to pay for a generator for the Memorial Hall and was approved for funding. The Memorial Hall is the emergency shelter for the City of Wilton.

Motion made by Clausen and seconded by Middaugh to approve the bid from Electric Systems Inc. for the purchase and installation of a 22 Kilowatt generator. Roll call vote. Aye: Commissioners Clausen, Kary, Hedstrom, Middaugh and Pres. Domonoske-Kellar. Nay: none. Abstained: none. Absent: none. Motion carried.

Motion made by Clausen and seconded by Kary to approve Joe and Sharon Freeman application for a 2 year new construction property tax exempt. The Freemans property at 720 High Park Drive will be exempt for the year 2017 and 2018 in accordance with North Dakota Century Code 57-02-08. Roll call vote. Aye: Commissioners Clausen, Kary, Hedstrom, Middaugh and Pres. Domonoske-Kellar. Nay: none. Abstained: none. Absent: none. Motion carried.

Motion made by Middaugh and seconded by Hedstrom to approve the 2017 Sakakawea Ad for \$650.00. All present voted aye, motion carried.

The City Maintenance workers compiled a list of properties with trees branched hanging into the street.

A letter will be sent to the property owners giving them until November 15, 2016 to trim the branches to a minimum of 8 feet above the surface of the road as required in the Tree Ordinance.

Proposed updates to the Zoning Ordinances were presented to the commission. Overall the commission was in favor the changes, but several changes where suggested. Before the final approval of the changes a public hearing will be held by the Zoning Board.

Motion made by Clausen and seconded by Middaugh to pay all bills as presented. Roll call vote. Aye: Commissioners Clausen, Kary, Hedstrom, Middaugh and Pres. Domonoske-Kellar. Nay: none. Abstained: none. Absent: none. Motion carried.

With no other items for discussion President Domonoske-Kellar declared the meeting adjourned at 7:35 p.m.

37 Starion Bond Services 11,763.75
1031 Starion Bond Services 7,597.00
8408 Rough Riders Industries 21.60
8409 Farmers Union Oil 624.90
8410 Power Plan 992.55
18918 Aflac 102.44
18919 Circle Sanitation 6,802.75
18920 McLean County Sheriff 6,884.84
18921 Starion Bond Services 2,800.00
18922 Badland Environmental Services 1,166.84
18923 Stein's Inc. 62.88
18924 Ameri-Pride 123.32
18925 Bek Telephone 6.53
18926 ND One Call 29.00
18927 Office Depot 72.22
18928 Verizon Wireless 153.41
18929 BHG, Inc. 19.00
18930 Donald Bloom 166.23
18931 Terry Hutslar 1,544.51
18932 Dean Larson 1,066.69
18933 Pattie Solberg 1,226.57
18934 NDPERS 247.00
18935 NDPERS 5.04

Pattie Solberg, City Auditor

LeeAnn Domonoske-Kellar, Pres.

November 2, 2016 – Regular Meeting

A regular meeting of the Board of City Commissioners was held on November 2, 2016, at 7:00 p.m. at the City Meeting Room. Present were President LeeAnn Domonoske-Kellar, Commissioners John Clausen, William Kary, Lisa Hedstrom and Joel Middaugh. Also present Becca Axt and AJ Tuck.

Motion made by Hedstrom and seconded by Clausen to approve the minutes of the last regular meeting (10-26-16) as presented. All present voted aye, motion carried.

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

Alan Wagner talked with Auditor Solberg prior to the meeting. After talking with the forest service, Wagner decided to remove the marked tree from his property located at 320 Dakota Ave. Wagner is planning on hiring a company to remove the tree and will let the Auditor Office know when the tree will be removed.

The Commission discussed proposed changes to the Zoning ordinances. Several suggested changes for storage sheds were made. A new draft will be presented at the November 16, 2016 meeting.

A petition was turned into the City asking for the removal of Bill Harris from the Zoning Board. The petition was signed by 50 residents of the City of Wilton. Becca Axt started the petition and was present at the meeting. Harris and Axt have been in a property line dispute since May 2016. According to Axt part of the disputes involves Harris wanting to build a garage to the property line. The current setback is 10 feet, to go beyond the setback the neighboring property owner has to sign a variance agreement. The variance agreement also has to be approved by the Zoning Board and Commission. Axt presented an email from her attorney stating Harris informed his attorney he felt he could get a variance from the City without Axts cooperation. Axt also stated when the dispute first started Harris informed her he could do what he wanted because he was on the Zoning Board and in another conversation Harris stated he was on the Zoning Board and helped place the property pins that are part of the property line disbute. Commission Kary stated both sides of the story needs to be heard. Pres. Domonoske-Kellar informed Axt if a hearing was held the board will not get involved in the property line dispute and will only decide if there was any misconduct by Harris involving his position as a Zoning Board Member. **Motion made by Kary and seconded by Middaugh** to hold a public hearing on November 16, 2016 at 6:30 on the matter. Roll call vote. Aye: Commissioners Clausen, Kary, Hedstrom, Middaugh and Pres. Domonoske-Kellar. Nay: none. Abstained: none. Absent: none. Motion carried.

Motion made by Clausen and seconded by Kary to approve the gaming permit for Delta Waterfowl. Delta will be selling raffle tickets January 28, 2017 during their annual banquet. All present voted aye, motion carried.

AJ Tuck presented the City with a Master Service Agreement. This is an annual contract with Ulteig Engineering for their service and can be cancelled at any time by either party. **Motion made by Clausen and seconded by Middaugh** to sign the Master Service Agreement with Ulteig Engineering. All present voted aye, motion carried.

Tuck also forwarded the City's Capital Improvement Plan to Lewis and Clark Regional Development Council. The House of Representatives is compiling infrastructure needs and prioritizing projects for funding in 8 states.

Pres. Domonoske-Kellar informed the board the City was approved for funding for the asbestos abatement in the Wilton Motors Building, it will be several months before the abatement can begin.

Motion made by Middaugh and seconded by Hedstrom to pay all bills as presented. Roll call vote. Aye: Commissioners Clausen, Kary, Hedstrom, Middaugh and Pres. Domonoske-Kellar. Nay: none. Abstained: none. Absent: none. Motion carried.

With no other items for discussion President Domonoske-Kellar declared the meeting adjourned at 7:45 p.m.

-99831 Visa 288.12	18939 ND Dept. of Health 16.00
-89969 US Treasury Service 3,320.58	18940 SCRWD 15,246.34
164 Wilton Economic Development 6,200.00	18941 Donald Bloom 96.97
8411 Montana Dakota Utilities 80.35	18942 Terry Hutslar 1,544.51
8412 Otter Tail Power 1,496.57	18943 Dean Larson 1,066.69
18936 ND Blue Cross Blue Shield 1,418.07	18944 Pattie Solberg 1,226.57
18937 Ulteig Engineering 3,371.70	18945 NDPERS 247.00
18938 Rough Rider Industries 34.40	18946 NDPERS 1,765.38

Pattie Solberg, City Auditor

LeeAnn Domonoske-Kellar, Pres.

November 16, 2016

A regular meeting of the Board of City Commissioners was held on November 16, 2016, at 7:00 p.m. at the City Meeting Room. Present were President LeeAnn Domonoske-Kellar, Commissioners John Clausen and William Kary. Absent Commissioners Lisa Hedstrom and Joel Middaugh.

Motion made by Clausen and seconded by Kary to approve the minutes of the last regular meeting (11-2-16) as presented. All present voted aye, motion carried.

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

An update draft of the proposed Zoning changes was presented to the commission. No other changes were suggested. The draft will go to the Zoning Board for approval and a public hearing held before the changes are approved.

The City needs 7 more flags for light poles for certain holidays and the brackets that came with the flags are breaking, Auditor Solberg will look into the cost of a higher quality bracket and the cost of the 7 additional flags.

Motion made by Clausen and seconded by Kary to deny the use of banned dogs as defined in the Pitbull and Rottweiler ordinance as emotional support and companion dogs in the City limits. Roll call vote. Aye: Commissioners Clausen, Kary and Pres. Domonoske-Kellar. Nay: none. Abstained: none. Absent: Commissioners Hedstrom and Middaugh. Motion carried. Emotional support and companion dogs are currently not protected under the American with Disability Act.

Motion made by Kary and seconded by Clausen to pay all bills as presented. Roll call vote. Aye: Commissioners Clausen, Kary and Pres. Domonoske-Kellar. Nay: none. Abstained: none. Absent: Commissioners Hedstrom and Middaugh. Motion carried.

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

8413 Farmer Union Oil 975.68
8414 Montana Dakota Utilities 197.83
8415 Otter Tail Power 1,661.70
18947 McLean County Sheriff 6,884.84
18948 Circle Sanitation 6,802.75
18949 ND One Call 4.00

18950 Advanced Business Methods 56.66
18951 Verizon Wireless 153.31
18952 Ameri-Pride 190.99
18953 ND Dept. of Health 16.00
18954 Void 0.00
18955 Bek Telephone 9.31
18956 Aflac 102.44
18957 John Clausen 1,603.90
18958 LeeAnn Domonoske-Kellar 2,309.30
18959 Lisa Hedstrom 1,603.90
18960 Terry Hutslar 1,544.51
18961 William Kary 854.24
18962 Dean Larson 1,066.69
18963 Joel Middaugh 1,708.47
18964 Jamie Schurhamer 1,542.96
18965 Pattie Solberg 1,226.57
18966 NDPERS 247.00

Pattie Solberg, City Auditor

LeeAnn Domonoske-Kellar, Pres.

November 17, 2016 – Regular Meeting

A special meeting of the Board of City Commissioners was held on November 17, 2016, at 6:30 p.m. at the City Meeting Room. Present were President LeeAnn Domonoske-Kellar, Commissioners John Clausen, Lisa Hedstrom and Joel Middaugh. Also present Bill Harris, Bob Ell, Courtney and Sarah Gratton, Joann Axt and Becca Axt.

The purpose of this meeting was to determine if Bill Harris should be removed from the Wilton Zoning Board. Becca Axt submitted a petition with about 50 signatures from Wilton residents asking for Harris' removal from the Zoning Board. Axt and Harris have been in a property line dispute since May 2016.

Sarah Gratton stated Courtney and she received different stories as to why the petition was started and would like their names removed from the petition. Gratton said in the past Harris has done inspections for them and Gratton felt he acted in a professional manner. Gratton finished by stating they felt Harris should be able to keep his position on the Zoning Board. Courtney Gratton stated he agreed with everything Sarah said.

Bob Ell, who is the Zoning Board Chairman, stated he has never received a complaint about Harris

Becca Axt stated Harris implied he could get a variance without her cooperation. Pres. Domonoske-Kellar reminded Axt that Harris has not applied for a building permit and until he does the City cannot do anything.

Pres. Domonoske-Kellar stated she found it concerning that in a letter wrote by Harris' lawyer he could build a garage without a variance. Harris clarified he does not need a variance because he has the space to build without a variance.

At the November 2, 2016 meeting Becca Axt stated Harris told her he was on the Zoning and Board and placed his property pins himself. Pres. Domonoske-Kellar asked Harris to clarify what he meant by that statement. Harris stated he meant he paid to have the survey done.

Prior to the November 16, 2016 commission meeting the Commissioners where given a copy of a letter written by Harris' lawyer. The letter was addressed to Becca Axt, and stated she would be sued for defamation. Pres. Domonoske-Kellar asked Harris why the City was given a copy of the letter and Harris stated his lawyer suggested the letter be given to the City.

Motion made by Middaugh and seconded by Hedstrom to dismiss all charges against Bill Harris. Roll call vote taken. Aye: Commissioners Hedstrom, Middaugh and Pres. Domonoske-Kellar. Nay: none. Abstained: Clause. Absent: Kary. Motion carried

With no other items for discussion President Domonoske-Kellar declared the meeting adjourned at 6:47 p.m.

Pattie Solberg, City Auditor

LeeAnn Domonoske-Kellar, Pres.

December 21, 2016

The December 7, 2016 meeting was cancelled due to weather. All items on the agenda were moved to the December 21, 2016 meeting.

A regular meeting of the Board of City Commissioners was held on December 21, 2016, at 7:00 p.m. at the City Meeting Room. Present were President LeeAnn Domonoske-Kellar, Commissioners John Clausen, William Kary and Joel Middaugh. Absent Commissioners Lisa Hedstrom.

Motion made by Clausen and seconded by Middaugh to approve the minutes of the last regular meeting (11-16-16) as presented. All present voted aye, motion carried.

Motion made by Clausen and seconded by Middaugh to approve the minutes of the special meeting held on November 17, 2016 as presented. All present voted aye, motion carried.

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

Regulation for garages in mobile home district were added to the draft of the zoning ordinances. A special meeting will be scheduled in January 2017.

Motion made by Clausen and seconded by Kary to purchase 7 flags for light poles and replacement brackets. All present voted aye, motion carried.

The commission was asked to look at other cities ordinances on sub-division. The City of Wilton currently does not have an ordinance for subdivision.

Auditor Solberg informed the commission the contract for the Department of Health was due. The contract is for the testing of the City's tap water.

The water bill for 312 N. 1st St. is severely delinquent. The curb stop is broken and the City Maintenance workers were unable to turn water services off to the property. The owner was given until 4:00 pm on December 23, 2016 to pay the bill in full. Failure to pay the bill will result in the City fixing the curb stop. Water serviced will not be turned on to the property until the water bill is paid and the cost of the repairs to the curb stop are paid.

Pheasants Forever will be holding their annual banquet on April 1, 2017 at the Wilton Memorial Hall. They requested instead of the \$200.00 rental fee, they make a donation of new folding chairs to the hall. The commission felt this was fair. No motion was made.

With no other items for discussion President Domonoske-Kellar declared the meeting adjourned at 7:32 p.m.

-89968 US Treasury 5,548.45
-99830 Visa 74.92
8416 Mariner Construction 2,800.00
8417 Power Plan 35.84
18967 Wilton Builders 14,000.00
18968 Terry Hutslar 1,544.51
18969 Dean Larson 1,066.69
18970 Pattie Solberg 1,226.57
18971 NDPERS 247.00
18972 NDPERS 1,764.72
18973 Mariner Construction 78,385.57
18974 SCRWD 14,273.84
18975 ND Rural Water 230.00
18976 Brown & Senger 99.52
18977 Ulteig Engineering 230.00
18978 Advanced Business Methods 60.33
18979 BCBS of ND 1,418.07
18980 Aflac 102.44
18981 McLean County Sheriff 6,884.84

18982 Circle Sanitation 6,853.75
18983 Office Depot 27.60
18984 ND One Call 3.00
18985 BHG, Inc. 1,006.85
18986 Farmers Union Oil 571.78
18987 First District Health 155.00
18988 Bek Telephone 11.91
18989 ND Water Users 100.00
18990 Ameri-Pride 258.18
18991 Black Mountain Software 3,680.00
18992 Verizon Wireless 153.31
18993 Terry Hutslar 1,544.51
18994 Dean Larson 1,066.69
18995 Pattie Solberg 1,226.57
18996 NDPERS 247.00
18997 ND Dept. of Health 16.00
18998 Montana Dakota Utilities 352.29
18999 Ottertail Power 1,663.05

Pattie Solberg, City Auditor

LeeAnn Domonoske-Kellar, Pres.

December 27, 2016 – Special Meeting

A Special meeting was held on December 27, 2016 at 1:30 p.m. in the City Meeting Room. Present were Pres. LeeAnn Domonoske-Kellar, Commissioners John Clausen, William Kary and Lisa Hedstrom. Absent Commissioner Joel Middaugh.

The snow piles on the corners of the boulevards has caused a safety issue with line of sight with traffic. **Motion made by Kary and seconded by Clausen** to hire private contractors to help remove snow piles from the corners of boulevards and remove snow from around fire hydrants. All present voted aye, motion carried.

With no other items for discussion Pres. Domonoske-Kellar declared the meeting adjourned at 1:48 p.m.

Pattie Solberg, City Auditor

LeeAnn Domonoske-Kellar, Pres.