

March 5, 2025  
City of Wilton  
Agenda

1. Call Meeting to Order
2. Pledge of Allegiance
3. Roll Call
4. Approve Meeting Minutes
5. Finalize Agenda
6. City Maintenance Report
  - A. Water Tower - Mixer
7. Old Business
  - A.
  - B.
  - C.
8. New Business
  - A. Shop Door
  - B. Spring Clean-up: April 28<sup>th</sup> – May 5<sup>th</sup>
  - C.
  - D.
9. Reports
10. Bills
11. Adjournment

**February 19, 2025**

*Unofficial Minutes*

A regular meeting of the Board of City Commissioners was held on February 19, 2025, at 7:00 p.m. at the City Meeting Room. Present Commissioners John Clausen, Bernell Hedstrom and Lisa Hedstrom. In Pres. Domonoske-Kellar absence the meeting was chaired by Comm. Clausen.

**Motion made by L. Hedstrom and seconded by B. Hedstrom** to approve the special hearing minutes from February 5, 2025 as presented. All present voted aye, motion carried.

**Motion made by L. Hedstrom and seconded by B. Hedstrom** to approve the meeting minutes from February 5, 2025 as presented. All present voted aye, motion carried.

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

Tim Kellar requested to be on the agenda but unable to attend the meeting.

**Motion made by L. Hedstrom and seconded by B. Hedstrom** to approve paying the Water and Sewer Revenue Bond Series 2022A & 2024A for \$13,237.76 and Water and Sewer Revenue Bond Series 2022B & 2024B for \$11,977.32 as presented. All present voted aye, motion carried.

The City was recently made aware that federal grant funding covered \$12,029.95 of the water and sewer line installed for the Wilton School addition. The School was billed by the City for the entire cost of the installation. **Motion made by B. Hedstrom and seconded by L. Hedstrom** to approve issuing a refund to the Wilton Public School for \$12,029.95. All present voted aye, motion carried.

**Motion made by L. Hedstrom and seconded by B. Hedstrom** to approve the engagement letter from Brady Martz and Associates to conduct the 2024 financial audit. All present voted aye, motion carried.

**Motion made by L. Hedstrom and seconded by B. Hedstrom** to move the Deficiency Fund to a 7-month CD. All present voted aye, motion carried.

**Motion made by B. Hedstrom and seconded by L. Hedstrom** to sell the old stove and refrigerator on bid. All present voted aye, motion carried.

**Motion made by B. Hedstrom and seconded by L. Hedstrom** to pay bills as presented. All present voted aye, motion carried.

With no other items for discussion Comm. Clausen declared the meeting adjourned at 7:47 p.m.

-99577 Verizon Wireless 218.63  
-89518 NDPERS 165.00  
-89517 NDPERS 26.00  
1069 Tand Construction \$295,899.35  
22105 Nordak North Publication 135.02  
22106 ND Dept of Health 27.00  
22107 Farmers Union Oil 991.51  
22108 Circle Sanitation 9,004.25  
22109 Office Depot 137.66  
22110 Power Plan 431.77  
22111 Strengthen ND 1,000.00  
22112 WSI 1,353.99  
22113 ND League of Cities 1,118.00  
22114 LeeAnn Domonoske-Kellar 67.10  
22115 Pattie Solberg 16.37  
22116 Dennis Dockter 1,579.72  
22117 Dean Larson 1,756.79  
22118 Pattie Solberg 2,017.21

Pattie Solberg, City Auditor

LeeAnn Domonoske-Kellar, Pres.



# DOORS Inc.

218 South 26th Street • Bismarck, ND 58501

## PROPOSAL

February 26, 2025

City of Wilton  
Wilton, ND

ATTN: Dean

RE: Replacement Door

1 ea. 16'2"Wx12'H Raynor AP200C, white, flush panel, insulated with an R-value of 18, 2" thick door, normal headroom track that requires 18" of headroom, 2" angle mount track, no windows, self-contained neoprene head and jamb seal.

**MATERIALS & LABOR F.O.B. WILTON, ND-----\$5,985.78**

Current lead time for the above door is 3-5 weeks.

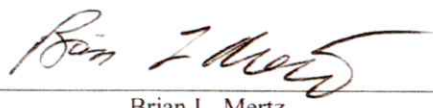
### **PAYMENT TERMS: NET DUE ON RECEIPT, 1 ¼% S.C. 30 DAYS**

Note: \* All bids valid for 30 days, after which time they would be subject to review.  
\* Materials received and held longer than 30 days will be assessed storage fees of 10% per month.  
\* As of February 1, 2019, our credit card machine charges the customer a fee of 3.25%, we recommend check, cash or money order for payment to avoid this fee.

### **EXCLUSIONS:**

- We do not include any electrical work.
- We do not include any painting.
- We do not include any mounting pads or jambs.
- Any endorsement requirements, in addition to the standard Insurance and Additional insured requirements would be added to the above contract amount.

Submitted by \_\_\_\_\_

  
Brian L. Mertz

Accepted by \_\_\_\_\_

Date \_\_\_\_\_

Title \_\_\_\_\_

P O # \_\_\_\_\_



# **Maintenance Report**

**03/05/25**

Finished putting extensions we had made and seasoned griddle on new range.

Roof on Memorial Hall is leaking, got rid of ice dam, still dripping by the bar door. Multiple ceiling panels will have to be replaced in bar area and in main hall. Leaks worse now than it ever has. I contacted contractor, he said he would be up to look at it.

South garage door almost came down, track pushed out on top and door slide over. We had to call C and S doors to come up and fix it. He said hopefully it will work for a while but said it needs to be replaced.

Manhole was frozen up in Highpark cul-de-sac, we jetted it and got it open.

I got proposal for putting No freeze Baburek valve and mixer in water tower, if there is any left over contingency money, I Think it would be a good thing to put in the mixer for sure, if not both. The mixer would improve water quality, and reduce damage from ice build up. The valve would be nice so we wouldn't have to shut the whole north side of town to drain water tower.

Took monthly water samples to DEQ.

We got the sweeper out, it needs one tire. We are going to start sweeping the centers.

Everything is running smoothly.