Clearmont Town Council

**Regular Meeting**

# September 18, 2023

# 6:00 P.M.

**CALL MEETING TO ORDER**

The Clearmont Town Council met for a regular meeting at the Clearmont Town Hall, September 18, 2023. Mayor Chris Schock called the meeting to order at 6:00p.m.

**ATTENDANCE**

Councilor present were as follows: Mayor Schock, Councilman Haring, Councilwoman Switzer, Councilman Buhr, and Councilwoman Betz. Also present were Pete Bassett, Maintenance, and Vivian Ramsay, Town Clerk/Treasurer.

**PLEDGE OF ALLEGIANCE**

**VISITORS**

The Town Council Meeting had two visitors, Cynthia Vannoy from Sheridan Media, and Greg Rohrer from SDSC#3.

Greg Rohrer reported that he finished the Town’s Self Audit and Proof of Cash report for FY2023. He said he was comfortable with the result and the state will follow up with the Town if any corrections need to be made. The board thanked Greg for his help.

**APPROVAL OF CURRENT AGENDA**

Councilman Buhr made a motion approve the Agenda. Motion seconded by Councilwoman Switzer. Motion carried 5-0.

**APPROVAL OF MINUTES**

Councilwoman Switzer moved to approve the August 21, 2023 Public Hearing and Regular Meeting minutes. Motion seconded by Councilman Buhr. Motion carried 4-0 with Councilman Haring abstaining.

**REPORT OF TREASURER AND APPROVAL OF BILLS**

Vivian Ramsay reported that the beginning balance for August 2023 was $496,269.50 with $164,402.11 in checks, $66,365.40 in deposits and an ending balance of $398,232.79. She stated the $164,402.11 included the transfer of $140,000.00.

Vivian Ramsay presented the bills that were paid in August 2023 and the claims to be paid in September 2023. Councilman Buhr asked about a bill from County Trash and why it’s so high. Mrs. Ramsay explained $559.30 roll off land fill fee was included with the regular trash collection. Discussion was held regarding the dumpster usage.

Councilwoman Betz moved to approve the report for the Treasurer and approve August 2023 Bills Paid and September 2023 Claims to be Paid. Motion seconded by Councilman Haring. Motion carried 5-0.

**REPORTS OF MAYOR, COUNCIL, CLERK, and MAINTENANCE**

Mayor Schock reported the adoption of barking dog ordinance will not be feasible according to the town attorney.

Mayor Schock stated the town code needs to be updated. He reported that Sterling Codifier was acquired by American Legal Publishing, and they will be working on the town codification. Vivian Ramsay stated the town had the option to host the town code online and the council decided not to. Mrs. Ramsay reported all the new ordinances since the last supplement have been forwarded to American Legal to be codified and the cost is $22.00 per page.

Mayor Schock moved to appoint Councilman Haring to replace Ronnie Poppenga as one of the board members for Clearmont Recreation District. Motion was seconded by Councilwoman Switzer. Motion carried.

Council: Councilwoman Betz asked about who is responsible for the trees overhanging streets. Mayor Schock said the property owner would be responsible for that.

Clerk: Vivian Ramsay said that she will be going to WAMCAT from September 27 – 29, 2023 and she will be taking two days off September 25-26, 2023. She will post the town hall closing notice soon.

Mrs. Ramsay reported the $140,000.00 fund transfer was complete.

Mrs. Ramsay stated Councilwoman Switzer and Councilman Buhr have until 6/30/2024 to complete their Public Officer Training and Councilman Haring has one year from the date he swore in. Mrs. Ramsay said the Department of Audit will have more in-person and virtual training and she encouraged the council to pick a day and complete the course at their earliest convenience.

Maintenance: Pete Bassett reported the snowplow is in Buffalo and he will pick it up and put it on soon.

Mr. Bassett said town sprinklers will be winterized on Thursday.

Mr. Bassett reported the progress of the aeration system and he will order the parts.

Mayor Schock stated the lawn mower was not working properly when he was riding on it, and he recommended to look into a new lawn mower. Discussion was held.

**NEW BUSINESS**

Councilman Buhr moved to approve FY23 Census Report F-66, Internal Control Evaluation and Self Audit, and Proof of Cash. Motion seconded by Councilwoman Betz. Motion carried 5-0.

Councilwoman Switzer moved to approve First Interstate Bank as the town’s depository for FY24. Motion seconded by Councilman Haring. Motion carried 5-0.

Councilwoman Switzer moved to approve the review of Town Investment Policy. Motion seconded by Councilwoman Betz. Motion carried 5-0.

**UNFINISHED BUSINESS**

Councilwoman Betz moved to approve the 5-year amortization schedule for Well#3 loan DW226. Motion seconded by Councilman Haring. Motion carried 5-0.

**EXECUTIVE**

**NEXT MEETING**

Budget Amendment Work Session, October 16, 2023 @ 5:30 P.M.

Regular Meeting, October 16, 2023 @ 6 P.M.

**ADJOURNMENT**

Councilwoman Switzer moved to adjourn at 6:43 P.M., seconded by Councilman Buhr. Motion carried 5-0. Meeting adjourned.

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Mayor, Chris Schock Town Clerk, Vivian Ramsay