

M403 ELM STREET
TOWN BOARD MINUTES
August 8, 2016 7:00 PM

The meeting was called to order at 7:00 p.m. by Chairperson Carolyn Opitz. The Pledge of Allegiance was recited.

Roll Call: Debbie Derfus, Carolyn Opitz, Gary Franz, Joe Burger – All present - Dave Swenson – absent at start of meeting, joined the meeting later.

Visitors:

Comments from Audience:

Approval of Minutes: Debbie/Gary move to approve July 11, 2016 as printed and presented. Roll Call: Debbie, Carolyn, Gary, Joe – All Ayes

Reports: Plan Commission – John Bujalski - Absent

Fire Department – Rod Bauer – Number of calls to date: EMS Calls – 2 EMS calls, Fire Calls – 1 grain bin explosion, 2 Motor Vehicle Accidents

Update on webpage- The department has been working with Deb and Jon on this. The fire department has three sections of the webpage to finish: personnel, Historical Information, and Fund Raising.

Fire Department has been working with Patti to update our payroll and reimbursement paper work. We would like to thank Patti for helping us with this.

EMS Update: Lorrie is working on the operational plan for the service upgrade. The EMS group has three individuals that will be taking EMT in August.

Fall Festival- If any of the board members are looking at assisting us that day please feel free to contact Rodney.

Library – Ruth Voss – The library report included dates on the move into the new building; book and furniture sales.

Supervisors Reports: Carolyn Opitz – Garbage, Ordinances, Newsletter – Garbage meeting coming up, nothing on ordinance, Gary handling newsletter. Several calls from residents on St Joe's to see if there's any way at all the speed limit can be reduced to 35mph, also getting the sign stating there is a blind child in residence removed.

Dave Swenson - Highway – In Dave's absence Carolyn explained the Town is in the process of substituting the grant to Mann with no approval thus far. Can't move forward til we get an approval. Jim Griesbach investigated a vision issue on Cty Rd E and looked at Mann regarding the grant. Will be working on Galvin in the very near future.

Debbie Derfus – Buildings and Grounds, Website – Bark in park, pulled boards by ball diamond, replaced black dirt and seeded; leveled out the digging around the septic tanks and seeded. Also printed off info on non-compliance of I-9s in effect since 1986, including the penalties involved for non-compliance. Debbie brought to the attention of the Fire Chief there are weeds growing in gutter; Rod take care of.

Joe Burger – IOH Permits, Town Hall Maintenance, County Addressing – IOH nothing new. Town Hall Maintenance will contact Redetzke this week to discuss. Addressing – Put in three questions that have not gotten a response on. Website not up and running, still in building process, so no answers. Just Fix It – MCTA transportation development association of WI is working on a program called Just Fix It. Joe shared registration information for the website with the audience as well as info regarding an upcoming radio broadcast.

Dave Arrived.

Gary Franz – Newsletter, Town Hall Maintenance – Town Hall talked to Joe, thinking roof should be done this fall. Newsletter articles are due tonight.

Clerk – Approval of Checks and Financial Report - Financial Report for the Month of July 2016

Beginning balance of \$423,040.54. Total receipts were \$36,045.32. Total disbursements were \$102,566.16. Ending balance of all accounts totaled \$356,519.70.

Approval of Checks – The check register from June 14th through July 11th total disbursements \$46,475.90 and is comprised of checks 14305 - 14358 including electronic checks 93-95; with voided checks 14339, 14342 & 14356. Previously approved check 14289 was voided and reissued with check #14308.

Directions: Clerk asked for direction from the Board regarding checks 14328 to Danielle Farra & 14355 to William Seubert; pavilion rental deposit reimbursements. Farra was a Friday night rental for a bridal shower and a complaint was received by the renters on the following Saturday stating they had to clean the pavilion prior to their event beginning. Seubert rented the pavilion for a memorial for his wife; a complaint was made that the trash was placed outside and not removed as well as trash being left inside. Mr. Seubert stated he thought the cleaning had been done and that he only left ice in the freezer. Debbie recommend keeping the deposit for the bridal shower and refund the deposit for the memorial.

Additional invoices MAPS \$100, Stainless & Repair \$207.90; Carolyn asked that MAPS be contacted to send their invoices in earlier.

Deb/Dave moved to accept the financial report and checks as presented, including the invoices from MAPS \$100 and Stainless \$207.90; disapprove check #14328 Farra, pavilion deposit; and accept the Clerk's Financial Statement as presented. Discussion: Gary discussed Check #14341 to Steve Katona for the hours put into the investigation; he'd like to go on record stating he thinks the amount is excessive, help was available and she was never asked.

Carolyn explained she was not to help she was to be liaison; asking for help was Steve's choice. Gary also mentioned Check # 14349 to SWID for another \$2500, so the total for the open records request is \$3500 this year; he thought a couple months ago we were going to get the information and give it to these people.

Carolyn explained the first request was from News Herald, that was a huge request. At the bottom of the letter, it stated if the cost would be more than \$30 to advise. She went to Pioneer Bank and found the cost estimate to be between \$500 – 1000 to retrieve archived checks. News Herald was notified and the Town hasn't heard anything further. Another request was received and there again the request was for the same information the News Herald asked for. Carolyn further explained she went to attorney for advice, and at the meeting the attorney explained the situation and followed up with a letter regarding the request. Again, there was no follow up. Then Gary intervened and went into the Clerk's office to view the records. Gary affirmed this and stated the inspection included one year of documents.

Gary questioned why the Town sought advice from legal counsel when there is access to the town's association attorney. Carolyn stated the WTA was contacted and they will not give any advice on this requests. Further explained it's not that the Town has tried to prevent any records retrieval, simply trying to convey, the retrieval process has costs associated with it. Further asking for direction and specifics as to what the request is truly seeking the Town to provide.

Gary has talked to some individuals involved in the request for information and mainly, they would like to see the money orders. Joe added, the fact remains, there will still be cost associated and it could be more than \$1000 to find and retrieve all these documents. The rate set is based on the going wage for the Clerk, and then cost of copies. You won't find anyone else to do the task for \$1000. Joe further explained that according to what the lawyers said, the Town may charge for the costs, to requester. This payment to Steve for his time is not charged to anyone, the Town is paying. In future the suggestion is to have requester pay up front. Debbie, added that according to Department of Justice the requester may be required to pay a finder's fee.

Roll Call: Debbie, Dave, Carolyn, Joe – All Ayes. Motion carried. Gary – Nay

Treasurer – Financial Report

CHECKING ACCOUNT BALANCE, BANK	31,468.69
LESS OUTSTANDING CHECKS	-24,492.19
PLUS OUTSTANDING DEPOSITS	0.00
RECONCILED CHECKING ACCOUNT BALANCE	6976.50
TAX SAVINGS ACCOUNT	259,425.43
PARK FUND SAVINGS ACCOUNT	8,952.46
VOLUNTEER FIREFIGHTERS FUND SAVINGS ACCOUNT	33,137.16
FIRE DEPT EQUIPMENT CD (9/12/2016)(.015 %)	20,120.17
PUBLIC WORKS REPLACEMENT APPARATUS CD (11/18/2016)	27,907.98
	356,519.70

Citizens State Bank of Loyal Loan (2002 Fire Truck)	113,392.76

Debbie/Joe moved to approve the Treasurer’s report as presented. Roll Call: Debbie, Dave, Carolyn, Gary, Joe – All Ayes. Motion carried.

Unfinished Business:

Approve/Disapprove Contract with MSA for Mann contingent on ability to substitute grant – Carolyn explained at this point, as stated in the highway report, we have no approval from state so can’t let any contracts for project. Debbie asked for cost estimates related to project. Debbie/Joe move to table MSA for Mann until we hear about the decision on the substitution grant.

Roll Call: Debbie, Dave, Carolyn, Gary, Joe – All Ayes. Motion carried.

Approve/Disapprove Waiver of Fee for Temporary Class B License for McMillan Fire Department – Debbie/Dave move to approve. Roll Call: Debbie, Dave, Carolyn, Gary, Joe – All Ayes. Motion carried.

New Business:

Approve/Disapprove Permit Application within Town Right-of-Way – Frontier Communications
 Steve Bauer from Mi-Tech called regarding trenching fiber optics within the right-of-way. After consult with Marathon County Highway Commissioner, Jim Griesbach the Town asked for the completion of the same applications that the county requires and have received those from Mi-Tech. Discussion included making a statement to the contractors, stating if there is any damage to the right of way during in the process they will be held accountable. Dave/Debbie move to approve the application for Frontier Communication installation of fiber optics with a codifier that they are liable for all damage incurred on public or private property; as well as clean up. Roll Call: Debbie, Dave, Carolyn, Gary, Joe – All Ayes.

Approve/Disapprove Permission for Little Rose Snowmobile Club to Operate on Marsh Road – Stacy Chilson representing the snowmobile club was present as requested by the Board to ask for seasonal permission to operate on Marsh Road. This has been done in the past two years, with No complaints or problems. Dave/Debbie move to

approve allowing the Little Rose Snowmobile Club permission to operate on Marsh Road. Roll Call: Debbie, Dave, Carolyn, Gary, Joe – All Ayes.

Debbie moved to adjourn the meeting at 7:59 pm. Gary second. All in favor. Motion carried.

Respectfully submitted,
Patti Rahn