



Minutes

**Board of Supervisors Meeting
January 16, 2018 @ 7:00 PM**

1. CALL MEETING TO ORDER

R. Keller called the meeting to order at 7:00 pm and the Pledge of Allegiance was recited.

Members Present: Chairperson R. Keller, Vice Chair B. Seekon, Supervisor L. Johnson, Supervisor C. Cagle, Supervisor T. Nelson

Members Absent: None

Others Present: Treasurer S. Aker, Deputy Clerk B. Schule, 4 people (signed in).

2. REVIEW & APPROVE THE AGENDA

T. Nelson made a motion to approve the agenda. B. Seekon seconds.

C. Cagle added: discuss the change to the borders of the township from census bureau

R. Nelson added: employee update and another item for the new engineer under committee reports.

All in favor, motion carried.

3. APPROVE BOARD MEETING MINUTES FROM DECEMBER 19, 2017

B. Seekon made a motion to approve the Board meeting minutes from December 19, 2017. C. Cagle seconds. All in favor, motion carried.

4. REVIEW & APPROVE CONSENT AGENDA

L. Johnson asked about the \$90 paid to J. Cash. R. Keller explained it was final payout for the phone usage that had not been paid for three months.

B. Seekon made a motion to approve the consent agenda. L. Johnson seconds. All in favor, motion carried.



5. TREASURER COMMENTS

S. Aker needed to add one check for \$58.31 for Jennifer Olson which will change total to \$47,705.94 and a grand total \$56,924.39.

6. COMMITTEE REPORTS

a. **New Engineer**

R. Keller introduced Joe Polawa as the new engineer. J. Polawa and R. Keller are in the process of setting up a road tour. T. Nelson asked J. Polawa what the timeline is for the funding that needs to be requested. March is one deadline for funding requests.

B. Seekon stated the roads along the DNR and (LRIP) Local Road Improvement Program was discussed at the road committee meeting. There are programs that some roads are good candidates for and J. Polawa will notify the group when one comes up for those roads. Sometimes the county engineer will act as the pass thru for the funding that is being requested.

b. **Planning & Zoning**

B. Seekon talked with planning and the solar site permit is the second site for the request. E. Maass said we can approve the permit but the resident must have the house build by the time the solar is ready to install. There are building materials on site for a building.

There are some trees that the resident will be cutting down but will not affect the rule for effective screening.

T. Nelson has a question for P+Z about the Mudrick place. When the person bought the D. Mudrick place their driveway was part on the neighbors but the property was drawn up and the lot adjustment was done many years ago. The Mudrick's are waiting for the board to approve but there seems to be confusion between P&Z and WSB planning. Clerk will contact WSB to find out if they have completed the lot line adjustment. Clerk will also look in the files to see if there is any paper trail on this situation.

B. Seekon mentioned the Karmel property stating the committee is going to handle the complaint.



B Seekon also mentioned the property that is not in compliance with policy on the cleanup of this property. R. Keller verified with the attorney that a criminal case can be made against the owner but will cost the Township.

The Township also has the option of an expedited case against the owner. After much discussion, it was decided to wait for the March 11th deadline then to pursue action at that time

c. Roads

T. Nelson said he emailed the report in that all the roads were slick. T. Nelson also asked if anything is being done with the ROW (right of way).

R. Keller explained that the maintenance guys and the clerks put out a mailing on the right-of-way for snow removal as well as the clearing of brush and trees. The maintenance crew is in the process of doing some of the right a way clearing.

T. Nelson said he had some signs that need to be put up.

Committee is moving forward on the paving.

d. Parks

T. Nelson said he did get the signs that S. Sinna wants put up at the park. He just needs to have them put up.

T. Nelson asked to pursue putting in a youth soccer and football fields across the road for kids. We may need to put in another building for the administration purpose.

T. Nelson asked because he can go after grants and sponsors for the funding.

C. Cagle asked if she can partner with T. Nelson on the grants and funding. She wants to partner with the park board to tie into grants for the bathrooms to get funding for the handicap remodel. Home Depot has up to 10k to get grants for this purpose. There are ways to get corporate grants to help fund the handicapped bathrooms and also to help with the park.

C. Cagle said there are grants for improvement for large and more efficient equipment. There are cut off dates by Jan 20th for the 60k that is available for the benefit of enhancing equipment or getting new road grader instead of repair.

T. Nelson said he would join with C. Cagle on the searches for the grants for both the park and the handy capped upgrades.



B. Seekon stated that if we look at getting the handicapped out houses in the summer for the ball fields.

After discussion from the board, they approved to pursue the building of the fields.

e. Building

C. Cagle met with Bemis hardware and talked through all the modification that needed to be done. He can also do the role up door for the kitchen area. There will be a removable center pin for the door and all the doors on the inside will be 6 x 24. The kitchen door may have to be redone but all the other door jams do not need to be replaced. He said that the cost is 7-10k. The original hardware could be used but would not look as nice on the new doors. All the hardware would be industrial and up to code with the state. The lion's door would not be affected.

C. Cagle is waiting on quotes for this work.

C. Cagle is also looking into hanging lights of some sort in the hall like chandeliers or LED type lighting. The cost on the LED type would be around \$1500.

B. Seekon said there may need to be some electrical work for this type of project.

B. Seekon asked if we are looking at doors, we already have new locks for the doors. He stated we have the biometric type keypad lock. The clerk would be able to program the keypad with the thumb print.

7. OLD BUSINESS

a. Parking lot lights

B. Seekon received a bid on the parking lot lights for 2k. He contacted Arvisse electric for a bid of \$1250 for the job. He wants to put one light on the south end by the flag pole and one on the north side. The photo eye would be on all the time. Tabled the decision until complete quote comes in, and to make sure he has insurance for the job.

Zoning Admin

B. Seekon talked to the committee explained the \$15 dollar amount for any call or task that they get for zoning. The zoning is the responsivity of the chairman but he can delegate the inspection to any other member on the committee if they are



unavailable. Any of the members should be able to do the inspection or requests.

C. Cagle wants to make sure we have a running record of the person that did the inspection and who signed off on it.

B. Seekon stated that M. Olson is looking at \$25 an hour for the on-site inspections which would include mileage with no additional charges.

L. Johnson mentioned the Township needs to be aware of the hours in regards to PERA. B. Seekon stated the money collected from permits would cover the cost of the fee.

C. Cagle stated there could be a time issue with the request for inspections.

R. Keller asked B. Seekon to take the \$15 an hour back to the committee, and that this is not a full time job. He stated more of the calls could be funneled to J. Kramer who would have insurance.

R. Keller stated that the maintenance crew could possibly do some of the calls.

T. Nelson said to put in a line item for the inspection fee or come up with a fee schedule for the costs.

8. NEW BUSINESS

a. **Proposed Text Amendment for Chapter 2, Section 4.18 Solar Energy Systems as it relates to Solar Site Permit requirements.**

R. Keller asked if everyone read and if everyone was ok with the request.

B. Seekon made a motion to accept resolution 2018-1 Section 4.18 Solar Energy Systems as it relates to Solar Site Permit requirements. L. Johnson seconds. All in favor, motion carried.

Discussion: they are required to finish out the fence for the solar if there is development for the partial.

L. Johnson stated that this should go back to Eric. If the land is swamp or wildlife Then they must have fencing. And if the adjacent partial is developed then they need to extend the fence.

Should language be put in stating that if they don't put in the screening they will get fined? Decided to remove a statement in paragraph vii section 4.b) "If adjacent properties are such that the parcel are not developable, screening may be waived".



B. Seekon will talk to Eric and B. Seekon rescinds the motion. Tabled resolution until after E. Maas and P&Z reviewed.

b. 2018 Compensation Fee Schedule (2017-39)

B. Seekon stated that the last P&Z meeting did not review or discuss this schedule.
B. Seekon said he will bring the fees list to WSB and the P&Z meeting for review.

c. Carlson (30404 Falcon Ave) Ground Mount Solar

B. Seekon made a motion to approve the application for Carlson. L. Johnson seconds the motion. All in favor, motion carried.

B. Seekon stated that the unit height at full tilt cannot exceed 10ft. The owner is in compliance with this.

d. Seidel (32500 Fenway Ave) Ground Mount Solar

T. Nelson made a motion to approve the application for Seidel. L. Johnson seconds the motion. All in favor, no, motion failed.

T. Nelson rescinds the first motion.

**T. Nelson made a motion to deny. L Johnson second
The reason it was denied is because he is not an occupant of the dwelling.**

e. Maintenance Position

R. Keller gave an update, they had 13 applicants. They sorted them down to 5 which they brought in for an interview. One declined, the meeting, two could not pass the road test, with the final decision is Brian Novak.

R. Keller said they brought him in on Thursday as seasonal person but would like to hire him full time. He was out plowing with M. Fehrman on Monday holiday.

L. Johnson asked where he lives and where he used to work. He did operate blade and heavy equipment prior.

B. Seekon made the motion to approve the hire of Brian Novak starting at \$20 an hour. T. Nelson seconds the motion. All in favor, motion carried.



f. Lions LG555 (Resolution 2018-1)

B. Seekon made a motion to approve the \$500.00 for Parks & Rec from Stacy Lions. L. Johnson seconds the motion. All in favor, motion carried.

g. Property Annex from Shirley Anderson

C. Cagle brought up the request from the Census Bureau for the annexation of Shirley Anderson property. E. Maass created a new map to send back to the Census Bureau.

L. Johnson noticed that two parcels were not correct. Clerk will send the map back to E. Maass with the modification and include the PID numbers.

h. Insurance for Full Time Employee

R. Keller brought up the insurance now that we have an additional employee.

L. Johnson said that we should never pay the 100% of the policy. He also stated that the percentage is documented somewhere as 80 or 90%.

Board agreed to stay with a percentage and put \$100 in his health savings.

R. Keller will bring the decision back to the employee.

L. Johnson asked if J. Cash was given instructions on getting his para investment at his exit interview.

9. PUBLIC COMMENTS (ITEMS NOT ON THE AGENDA)

J. Pelawa would like the list of road paving and the year they were done.

10. CLERK COMMENTS

R. Keller asked for clerk comments.

No clerk comments

11. SUPERVISOR COMMENTS



L. Johnson stated he attended the court date for the property that is not in compliance. L. Johnson will talk to the county clerk on the court case, but that afternoon the court dropped all charges.

L. Johnson got a notice of the costs for the L & R session that MATT puts on. They were asking if the Township would cover some of the costs.

B. Seekon made a motion for L. Johnson to have the Township pay the \$55 fee if CCATO does not pay for the fee. R. Keller seconds the motion. All in favor, motion carries.

B. Seekon there is an office 97 package on the maintenance computer. He looked and he is going to put it on the computer. L. Johnson will look into getting the office 2016.

C. Cagle is asking if the deer road kill have to be reported to the state. The wolf game refuge is wondering if they can get the deer kill. C. Cagle will have the maintenance crew text her if they find a road kill.

B. Seekon said he had issues with the internet at the barn. B. Seekon put in the new internet. After some trouble shooting Brian did find out they need new antennas over at the barn. He will install them when the weather warms up.

B. Seekon mentioned who they have as speakers at the CCATO meeting. The guest speakers will be Scott Solomon and Char Duncan.

They are talking about getting blue signs. Most other townships have the blue signs but don't all have them up yet.

They will also be discussing disaster preparedness

There will be a person from Fahrner Asphalt that will do a demo for the road committee.

R. Keller said we are all invited to Wisconsin Asphalt Paving Convention on Feb 20th.

R. Keller asked clerk to contact the Wisconsin Asphalt Paving Association that five (5) people will be attending.

12. UPCOMING MEETINGS

- ❖ Budget Meeting – February 12th, 2018 – 7:00 pm
- ❖ Planning Commission- February 14, 2018- 7:00 pm
- ❖ Board Meeting- February 20, 2018- 7:00 pm
- ❖ Road Committee Meeting – February 27, 2018- 7:00 pm



❖ CCATO Meeting – February 28, 2018 – 7:00 pm

13. ADJOURN

B. Seekon made a motion to adjourn the meeting at 9:34 pm. L. Johnson seconds the motion. All in favor, motion carried.

Board Chair Signature

Clerk Signature

