

**Regular Town Board Meeting  
February 12, 2024 7:00pm**

**Minutes**

**Board Members Present:** Steve Becker, Steve Seidl, Noah Raab, Jan Kaiser, Taylor Gotz

1. The meeting was called to order at 7:00 pm by Chairperson Becker. The Pledge of Allegiance was recited and roll call noted.
2. Minutes from the January 8, 2024 Board meeting were read with no additions or corrections. Motion by SSeidl, second NRAab to accept the minutes as read, motion carried. (Becker-Yes,Raab-Yes,Seidl-Yes)
3. February invoices were approved for payment.
4. The monthly revenue/expense report was shared by the Treasurer. Tax payments collection has ended as of 1/31/2024. The second distribution is required by February 20, 2024. Motion to approve SSeidl, second NRAab, motion carried. (Becker-Yes,Raab-Yes,Seidl-Yes)

Discussion was held regarding procedures for tax payments procedure moving forward. The Treasurer discussed possibly creating a drop box at the Town Hall for people to deposit their payments. The Board does not think this is feasible due to security reasons at the Town Hall. The Treasurer can set up some times for personal collection at the town hall at her discretion. We will have to include those times and dates on the information sheet that is sent out with tax bills.

Discussion was also held regarding our checking and tax accounts at First State Bank. Officially three signatures are required to transfer money from one account to another. The Clerk discussed our options with the Manager at the bank and it was decided to order checks to be drawn directly out of the tax account. This will eliminate any need to transfer money between accounts. The payments that are required from the tax account will have checks written and paid which will draw the account down to the \$1.00 required to keep the account open. There won't be a need for a large number of checks. Payments made from the tax account will include settlements for the Town, County and Schools, Overpayment of taxes and dog license. Motion to approve SSeidl, second NRAab, motion carried. (Becker-Yes,Raab-Yes,Seidl-Yes)

Subscribing to Internet Access at the Town Hall was also discussed. The Clerk will get pricing and bring back to the next meeting.

5. LGIP – Resolution # 2024-01 RESOLUTION TO PARTICIPATE IN THE STATE OF WISCONSIN LOCAL GOVERNMENT INVESTMENT POOL was read and reviewed. The Clerk will contact LGIP to create the additional accounts and move the ARPA money to the 02 account and the timber sales money to the 03 account. The Town officials with authority include the Treasurer, Clerk and Chairperson. Motion to approve by SSeidl, second NRAab, motion carried. (Becker-Yes,Raab-Yes,Seidl-Yes)
6. Alcohol License – ProVision alcohol license for AMork reviewed and approved. Motion by SSeidl, second NRAab, motion carried (Becker-Yes,Raab-Yes,Seidl\_Yes)
7. Recycling – In the past weeks someone has dumped garbage at the site during non collection hours. Someone also cut the locks on one of the dumpsters. The recycling employee will be putting up a sign stating the site is monitored. After Internet service is connected we will look into putting up security cameras.

## 8. Fire Department –

- More discussion was held regarding the purchase of a new fire engine. Questions were brought forward regarding financing of the engine with no results noted. The Town needs an official contract with detail of purchase options, timelines and payment schedules for both the fire engine and the chassis.
- Fire Department billing and how the budgeting is done were discussion points.
- The Clerk will look into wording and creation of the billing ordinance to require the Fire Department to move forward with billing. An ordinance is required by Insurance companies in order to pay the deductible fees. This will be brought back to the next meeting. This will also require a Joint Meeting with the Town, Village and Fire Department.
- At the last Joint meeting the Fire Department was tasked with creating a Fund Raising Committee with a goal of raising \$100,000.
- There was also discussion regarding the renting and usage of the parking area at the Fire Department property. Many companies use this as a holding space while completing projects in the area. They are currently not charged for use of the area but make a donation to the fire department directly. It was questioned if something more formal should be done with this and if those funds should be set aside for future maintenance on the property. This also needs to be discussed at a Joint meeting.

## 9. Road Work

- A new Culvert Inventory is being required by the State of Wisconsin. The Highway employee and Chair will attend meetings regarding this inventory. The State will reimburse the Town for any costs related to this. Wood County Highway Department has agreed to do the inventory for the whole County. A form with the town's decision needs to be submitted.
- The Town is looking into having Jacob Breu attend the WTA Spring Road School. We will review the agenda and decide from there. Jacob will also attend the WTA Unit meeting for the discussion regarding the Culvert inventory.
- Road Grants were discussed. Those available at the present time are the ARIP (Ag Road Improvement) and the LRIP (Local Road Improvement). Discussion was held regarding Shady Road for the ARIP. The application will be due by April 5, 2024. The Clerk questioned the status of the LRIP application that was returned to the Chair for more information needed in order to submit (A map of the proposed project and a 5 Year Road plan were needed to submit). The Chair indicated he decided it was not worth it for us to submit a project under LRIP. The Clerk reminded the Chair that this kind of decision needs to be brought to the Board for a vote and not decided by the Chair alone.
- 50/50 Road Aid forms have been received from Wood County. This was tabled for further discussion on any projects to be submitted. Due date is July 1, 2024.
- Jake Breu looked into the pricing on different equipment for ditching. It was decided that it is not in the Town's best interest to pursue this at this time due to cost.

10. Timber cutting on Town Land is complete although there are still some logs sitting there. The Chair will contact Northwest Hardwoods to find out the status. To date the Town has received \$92, 111.00. The Clerk is still waiting on some paperwork regarding this.

11. Zoning Committee met on February 6, 2024. Zoning Board President gave updates of ongoing discussion regarding revisions to the Town Zoning Ordinance. Next Committee meeting is scheduled for Tuesday, March 5, 2024 at 8:00pm.

12. Communications and petitions by the Town Clerk – no discussion or action
  - WTA Unit Meeting 2/16/2024 at Town of Richfield sponsored by Town of Cameron
  - WTA District Meeting 2/17/2024 with Board of Review Training
  - Verified that all employees received their W2's
  - Damage Assessment Training sponsored by Wood County Emergency Management scheduled for March 19, 2024 from 3:30 to 5:00pm at the Saratoga Town Hall. Jake Breu and Steve Becker will attend.
  
13. Public Input – No Action Taken
  - There was public input regarding the purchase of the Fire Engine
  - Questions regarding governance of the Town Board, bonding and finances.
  
14. Next meeting date – March 11, 2024 7:00pm
  
15. Motion by SSeidl, second N Raab to adjourn at 8:15pm, motion carried. (Becker-Yes,Raab-Yes,Seidl-Yes)

Respectfully submitted,  
Jan Kaiser, Clerk

Others Present: Gary Hilgart, Maggie Hilgart, Jake Breu, Tom Bauer

Attachments: Timber Sales Spreadsheet, Resolution #2024-01