



**MINUTES OF THE REGULAR TOWN BOARD MEETING
OCTOBER 13, 2011**

- I. Call Meeting to Order and Pledge of Allegiance** – The meeting was called to order at 7:00 p.m. by Chairman Heidtke, and the Pledge of Allegiance was recited.
- A. Official Meeting Notification** - The official meeting notice was read into the public record by Clerk Oliver.
 - B. Roll Call** – Chairman Heidtke, Supervisors Hartwig, Huettl, Kufahl and Russell were present. Also present was Joint Parks and Recreation Director Kelly Valentino and Clerk Oliver.
 - C. Approval of the Agenda** – Motion by Hartwig, seconded by Russell to approve the agenda. Motion carried.
 - D. Approval of Minutes** – Motion by Huettl, seconded by Kufahl to approve the minutes of the September 8, 2011 meeting. Motion carried.
- II. Reports**
- A. Joint Parks and Recreation – Kelly Valentino, Director-** Kelly commented that LaRosa will complete the service drive barrier project on October 24th. Kelly also provided a program participant report and a snap shot of the activities on the Community Center calendar for the upcoming month. Kelly distributed her Director’s Report dated October 13, 2011 and highlighted a few of the events. Kelly suggested that an archery range be considered by the Town Board for the Town Hall Park; Kelly has been contacted by individuals who are looking for a place to practice.
 - B. Treasurer** - Due to Treasurer Parnow’s June 30, 2011 resignation the Treasurer’s Report was prepared by Clerk Oliver. Clerk Oliver reported the September 30, 2011 account balances as follows: General Fund \$135,250.09; General Fund Money Market \$512,801.66; Encumbered Funds Money Market \$254,713.55; Property Tax \$55.00; Property Tax Money Market \$0; Park and Planning \$1,368.13; Park and Planning Money Market \$24,244.82; Cemetery \$8,469.54. Motion by Hartwig, seconded by Huettl to approve the Treasurer’s report as presented. Motion carried. Clerk Oliver commented that Kathy Welch has accepted the Town Treasurer position and will start on October 14, 2011.
- III. Business**
- A. Any Town Citizen Comment on an Agenda Item** – T. Peters commented on item D.
 - B. Discussion and Possible Action - Strawberry Glen Subdivision Phase 2 – Reduction in Letter of Credit** – Cory O’Donnell of the Neumann Companies commented on the project which includes lots 19 thru 33; the first lift of the road surface is installed. Motion by Hartwig, seconded by Russell authorizing the reduction in the Letter of Credit for Strawberry Glen Subdivision Phase 2 to \$55,634. Motion carried. Cory asked for confirmation that the Town will plow Phase 2 this winter; Chairman Heidtke confirmed.
 - C. Discussion and Possible Action – Bids for Town Hall Patio** – After a review of the submitted bids, motion by Huettl, seconded by Kufahl awarding the replacement of the Town Hall patio, including the tear out and removal of old patio and the addition of a new center drain in the new patio to Graff Masonry for a total cost of \$13,582, paid from Park Funds. Motion carried.

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- D. Discussion & Possible Action – Highway Department Truck Replacement** – No action. Chairman Heidtke will ask the Highway Department to gather more information on repairs, replacement and leasing options for the snow plow truck, and pricing, trade-in value and availability on the patrol (red) truck replacement.
- E. Discussion and Possible Action – Bids for Ordinance Codification** – Motion by Huettl, seconded by Russell directing Clerk Oliver to request proposals for the codification of Town ordinances. Motion carried. Russell asked for the proposals and/or billings for Zoning and Land Division ordinances to be considered separately; per the contract with the Gordon Hoffmann these ordinances are to be kept current and therefore any codification expenses associated should be billed back to Mr. Hoffmann.
- F. Discussion and Possible Action – Church Road Culvert** – Motion by Kufahl, seconded by Huettl authorizing Gierach Paving to fix the culvert on Church Road, south of Sherman Road for an amount not to exceed \$600. Motion carried.
- IV. Budget Workshop** – Clerk Oliver presented the Town Board with the first look at the 2012 Budget. The Town Board will review the budget and hold a second workshop on October 20th.
- V. The Town Board may go to Closed Session Pursuant to Wisconsin Statutes Sec. 19.85(1) (c) to “Consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility”; Employee Performance Evaluations.** Motion by Kufahl, seconded by Hartwig to go into Closed Session. Roll call vote: Huettl-aye, Kufahl-aye, Heidtke-aye, Hartwig-aye, Russell-aye. Motion carried.
- VI. Reconvene in Open Session for the Purpose of Acting on Matters Discussed in Closed Session.** Motion by Huettl, seconded by Hartwig to reconvene in Open Session. Motion carried. Action on items considered in Closed Session: Motion by Huettl, seconded by Russell to increase the 2012 wages for employees effected by Act 10 with regard to retirement and health insurance to maintain the 2011 net rate (net effect will be frozen wages; equal to the Town paying 10% of the health insurance and 100% of the retirement), with annual re-evaluation. Motion carried. Motion by Huettl, seconded by Kufahl to restore the 2011 wages for employees affected by Act 10 in order to compensate them for the 5.6% reduction for the employee contribution to WRS. Motion carried.
- VII. Supervisors and Clerk Reports**
- A. Building Committee – Supervisors Hartwig and Kufahl** – The next meeting will be October 19, 2011, work on the resident survey will begin.
- B. Highway Department – Chairman Heidtke** – Chairman Heidtke summarized the monthly highway department report.
- C. Weed Commissioner – Supervisor Huettl** – Nothing additional to report.
- D. Grounds - Supervisor Hartwig** – Supervisor Hartwig reported the fall decorating is complete.
- E. Buildings – Supervisor Kufahl** - Supervisor Kufahl reported on the recent leaking in the Town Hall building – once again rains were from the east when the leaking occurred.
- F. Transfer Station –Supervisor Russell** – Supervisor Russell is meeting with a vendor to get pricing to clean out the building.

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G. Chairman's Report and Correspondence – Chairman Heidtke – Chairman Heidtke commented on the recent highway meeting held at the County for the TRI and TRID road project funding programs; the Town is eligible for funds this year.

H. Clerk's Report and Correspondence – Clerk Oliver – Clerk Oliver asked Supervisor Hartwig to provide an update on the cemetery signage.

VIII. Future Agenda Items – Consider the need for a sub-committee to review the vouchers each month, following with their approval and a spreadsheet provided to the entire Town Board. Consider sending the minutes to the Town Board in advance of the meeting in order to dispense with the Clerk reading the minutes aloud.

IX. Announcements – Upcoming meeting were noted.

X. Approval of Vouchers – Motion by Kufahl, seconded by Hartwig to approve the vouchers as presented. Motion carried.

XI. Adjournment – Motion by Russell, seconded by Huettl to adjourn. Motion carried.

Respectfully submitted,

Julia Oliver, Town Clerk

Minutes approved: _____