



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

- I Call Meeting to Order and Pledge of Allegiance** – The meeting was called to order at 7:00 p.m. by Chairman Servais, and the Pledge of Allegiance was recited.
- A. Official Meeting Notification** - The official meeting notice was read into the public record by Clerk Oliver; “This is a public meeting, notice was given to the public by posting at the appropriate places in the municipality and additional notice of this meeting was sent to the following news media who have filed requests for all public notices – the West Bend News, Journal Sentinel, WBKV Radio, and Express News”.
- B. Roll Call** - Chairman Servais, Supervisors Kufahl, Russell and Scheunemann were present. Also present was Treasurer Parnow and Clerk Oliver. Supervisor Hartwig was excused.
- C. Approval of the Agenda** – Motion by Supervisor Scheunemann, seconded by Supervisor Russell to approve the agenda. Motion carried.
- D. Approval of Minutes** – Motion by Supervisor Kufahl, seconded by Supervisor Russell to approve the minutes of the December 9, 2010 meeting. Motion carried.
- II Business**
- A. Any Town Citizen Comment on an Agenda Item** – J. Wenzel commented on item G.
- B. Discussion & Possible Action – Resolution to Accept the Roads in the Appellation Ridge Subdivision** – Motion by Supervisor Scheunemann, seconded by Supervisor Kufahl to adopt Resolution J-11-001 Accepting Public Improvements in the Appellation Ridge Subdivision with the stipulation that open repair items will be completed in May or June. Motion carried.
- C. Discussion & Possible Action –Presentation by Town Engineer Matthew Clementi:**
- 1. Employment with Bonestroo** – Matt Clementi reported he has accepted a position with Bonestroo; he will not be doing work on the side but would like to continue doing work for the town. Motion by Supervisor Russell, seconded by Supervisor Kufahl to continue using Matt Clementi as the Town Engineer through Bonestroo, subject to an executed contract with Bonestroo. Motion carried.
 - 2. Open Items – Town Subdivisions** – Matt Clementi provide a summary of the Valleywood subdivision sewer problems and the plan for correcting the issues.
- D. Discussion & Possible Action – Disposal of Barn (Mold Damage) Contents** – No action. Supervisor Kufahl will meet with the highway department employees to evaluate the content damage and establish a plan of action.

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- E. Discussion & Possible Action - Town Hall Apartment Bathroom/Jackson Room Leak** – Motion by Supervisor Scheunemann, seconded by Supervisor Russell to award the town hall apartment/Jackson room leak repair and remodeling to Lee Carter Construction based upon time and material for an amount not to exceed \$5,600. Motion carried.
- F. Discussion & Possible Action – Maintenance of Town Hall Basement – Paint/Seal Walls** – No action.
- G. Discussion & Possible Action – Employment Procedures and Regulations for 2011**- No action. Place on next month’s agenda.
- H. Discussion – Attendance - WTA District Meeting(s)** – Treasurer Parnow and Clerk Oliver will attend the district meeting in Random Lake on March 19, 2011.
- I. Discussion – Clerk Report - 2010 Year End Financial Summary** – Clerk Oliver distributed a 2010 year end financial summary to the Town Supervisors; the Supervisors are encouraged to review the summary and contact Clerk Oliver if they have any questions.

III Reports

- A. Grounds - Supervisor Hartwig** – Supervisor Hartwig was excused.
- B. Buildings – Supervisor Kufahl** – Supervisor Kufahl reported on false alarms in both bar areas.
- C. Transfer Station – Supervisor Scheunemann** – Supervisor Scheunemann reported the Transfer Station has been very busy, particularly a large intake of cardboard. Also, as of 2011 oil filters may not be placed in the land fill.
- D. Cemetery – Supervisor Hartwig/Supervisor Kufahl** – Supervisor Kufahl reported the committee did not meet in December.
- E. Joint Parks and Recreation – Kelly Valentino** – Kelly Valentino presented her Director’s report to the Town Board; two big events coming up are the Health and Business Expo in January and a Monte Carlo night in February. Chairman Servais would like Kelly to prepare a flyer to make residents aware of the town hall park snow covered trails available for cross country skiing and snow shoeing.
- F. Chairman’s Report and Correspondence – Chairman Servais** – Chairman Servais summarized the highway department report. Chairman Servais reported he has received a quote for bridge repairs from County Highway Superintendent Jon Edgren; a meeting will be scheduled with Jon Edgren, Scott Schmidt and Paul to review the report.
- G. Treasurer’s Report and Correspondence –Treasurer Parnow** - Treasurer Parnow reported the December 31, 2010 account balances as follows: General Fund \$95,105.74; Property Tax account \$45,042.06; Park and Planning account \$1,710.38; Cemetery account \$5,966.45; Money Market account \$303,805.92, Park Fund Money Market Account \$29,087.00; Property Tax Money Market account \$2,797,343.83 and Machinery Fund Money Market account \$153,499.70. Motion by Supervisor Kufahl, seconded by Supervisor Scheunemann to approve the Treasurer’s report as presented. Motion carried. Treasurer Parnow reported that at the end of December 2009 she had collected 39% of the total tax levy and as of the end of December 2010 she has collected 58.5%.
- H. Clerk’s Report and Correspondence – Clerk Oliver** – Clerk Oliver reported she is finishing up the 2010 year-end and has mailed out the W-2’s.

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IV Approval of Vouchers - Motion by Supervisor Kufahl, seconded by Supervisor Russell to approve the vouchers as presented. Motion carried.

V Adjournment – Motion by Supervisor Scheunemann, seconded by Supervisor Russell to adjourn. Motion carried.

Respectfully submitted,

Julia Oliver, Town Clerk

Minutes approved: _____