



**MINUTES OF THE REGULAR TOWN BOARD MEETING
MAY 14, 2020**

- 1. Call meeting to order, Pledge of Allegiance and announcement of meeting notice.** The meeting was called to order at 7:00 p.m. by Chairman Heidtke. The Pledge of Allegiance was recited. Clerk Oliver confirmed the meeting notification.
- 2. Roll call.** Chairman Ray Heidtke, Supervisors Joe Kufahl, Paul Huettl, Robert Hartwig and Marcy Bishop were present. Also present was Highway Supervisor Ron Eickstedt and Clerk Julia Oliver. Sheriff's Deputy Andrew Meier was excused.
- 3. Approval of the agenda.** Motion by Hartwig, seconded by Huettl to approve the agenda. Motion carried.
- 4. Approval of the minutes.** Motion by Huettl, seconded Bishop to approve the minutes of the March 12, 2020 Regular Town Board meeting, the April 9, 2020 Regular Town Board meeting and the May 7, 2020 Board of Review meeting. Motion carried.
- 5. Resident comment on any agenda item.** There were no comments.
- 6. 2020 Road Projects; open road bids and award road work if applicable.** Heidtke stated road bids for the asphalt projects were received from Stark Pavement Corporation and Payne & Dolan, Inc.

For the Cedar Creek Road finish course project Stark bid 2" thickness of 1175 tons @ \$71.30 for a total price of \$83,777.50, and 1 ½" thickness of 841 tons @ \$79.00 for a total price of \$66,439.00. Stark bid the Petro Tech of 1000 feet @ \$4.25 per foot. Payne & Dolan bid the Cedar Creek Road finish course project 2" thickness of 1122 tons @ \$56.00 for a total price of \$62,832.00, and 1 ½" thickness of 841 tons @ \$60.50 for a total price of \$50,880.50. Payne & Dolan bid the Petro Tech at \$5.00 per foot, as needed.

For the Church Road pulverize and binder course project Stark bid 3" thickness of 1165 tons @ \$73.15 for a total price of \$85,219.75, and 2 ½" thickness of 975 tons @ \$77.40 for a total price of \$75,465.00. Payne & Dolan bid 3" thickness of 1100 tons @ \$60.30 for a total price of \$66,330.00, and 2 ½" thickness of 917 tons @ \$64.50 for a total price of \$59,146.50.

Motion by Huettl, seconded by Kufahl to award both projects to Payne & Dolan, Inc. – Church Road pulverize and binder course in the amount of \$66,330.00 and Cedar Creek Road in the amount of \$50,880.50 plus \$5.00 per foot for Petro Tech not to exceed \$5,000. Motion carried without a negative vote.

Fahrner Asphalt Sealers, LLC were the only bidders for crack filling of 10,526 feet @ \$1.90 per foot for a total price of \$19,999.40. Motion by Hartwig, seconded by Huettl to award the crack filling project to Fahrner Asphalt Sealers. Motion carried without a negative vote.

Following review of the remaining budget for 2020 road work, motion by Hartwig, seconded by Huettl to request bids for chip sealing the El Camino subdivision. Motion carried without a negative vote.

**MINUTES OF THE REGULAR TOWN BOARD MEETING
MAY 14, 2020
PAGE 2**

- 7. Ordinance for Sherman Road temporary weight limits.** Motion by Kufahl, seconded by Huettl to adopt Ordinance J-20-001, *An Ordinance to Set Temporary Weight Restrictions on Sherman Road*. Motion carried without a negative vote.
- 8. Stock piling agreement with C.W. Pupero, Inc.** Heidtke summarized the site stockpile option agreement between the town and C.W. Pupero for the purpose of stock piling base product on the town land adjacent (west) to the transfer station facility. Motion by Hartwig, seconded by Kufahl authorizing Chairman Heidtke to sign the stock piling agreement with C.W. Pupero, Inc. Motion carried without a negative vote.
- 9. Transfer Station overhead door repairs or replacements.** Heidtke reported that Consolidated Door has previously made repairs to the doors and did come out to look at the current damage and will provide a quote for replacing the damaged panels as well as replacing all three doors. As of the meeting Consolidated has not provided pricing. Heidtke requested pricing from Michael's Overhead Door Service and was provided a price of \$1,915 for the three bottom panels, and \$11,155 to replace all three overhead doors. After discussion it was the consensus of the board to request additional pricing for both repairs and replacement.
- 10. Chairman appointments to committees and commissions.** Heidtke reported he has contacted most members that have terms expiring and all have agreed to continue. Heidtke asked Robert Traska to fill the vacancy on the Board of Appeals. The members on the Joint Park and Recreation Committee will be contacted soon. Motion by Hartwig, seconded by Bishop to confirm Chairman Heidtke's appointments to the committees and commissions. Motion carried without a negative vote.
- 11. Assessor contract.** Nothing was received for town board consideration; no action.
- 12. Liability, property, vehicle and workers compensation insurance renewal.** Oliver reported the insurance package renews on July 1st and she would like to know if the town board wants to request proposals. After discussion, motion by Bishop, seconded by Huettl to request proposals for the town insurance coverages. Motion carried without a negative vote.
- 13. State Trust Fund loan application.** Oliver reported she needs direction on if the town board would like her to pursue a loan from the State Trust Fund noting she is having difficulty securing a one-year loan from local lenders. Oliver reminded the board that the State Trust Fund does not offer a one year term, however they recommended securing a two year loan and then sending notification in the fall that the town would be repaying the loan in full in one payment; Oliver noted there is not a prepayment penalty but the WI DOR has advised that the prepayment amount cannot be levied. The second option suggested by Huettl was to secure a two-year loan from the State for the estimated two-year amount due for the combined Fire Service Contract and the Community Center commitment, and levy appropriately. After discussion, motion by Huettl, seconded by Bishop to move forward with the application process for the loan to cover the two years of estimated fire service contract and community center agreement expenditures. Motion carried without a negative vote.
- 14. YTD budget verses actuals, and consideration of budget amendments.** Oliver provided the board with the January through April 2020 Profit & Loss, Budget verses Actual statement. Oliver noted two areas that may need budget amendments in the future due to unanticipated expenditures, both related to the increased expense of the April 2020 election. No action.

**MINUTES OF THE REGULAR TOWN BOARD MEETING
MAY 14, 2020
PAGE 3**

- 15. Washington County Sheriff's Department report – Liaison Deputy Andrew Meier.** Deputy Meier was excused; no report. Huettl stated the traffic speeding on Pleasant Valley Road has increased since the closure of STH 60 for road construction.
- 16. Washington County Board report.** Supervisors Hartwig and Bishop reported on the recent meeting: Sandra Giernoth (a town resident) was introduced as the new circuit court judge, most county employees will be taking five furlough days and the elected officials have been asked to return funds to the budget - the estimated savings is \$500,000, as well as there will be a reduction of projects budgeted for in 2020 if needed due to loss of revenue,. The county emergency order has been extended for six months thru November 11, 2020 and mountain bike trials are being installed at the Heritage Hills county park – the trails are being installed and maintained by a private mountain bike group.
- 17. Treasurer's report – April 2020.** Heidtke referred to the written reports for March and April 2020 provided by Treasurer Eilbes that were distributed. The April 2020 account balances are as follows: General Fund Checking \$144,310.63; General Fund Money Market \$1,233,652.11; Encumbered Funds-Highway Money Market \$396,508.89; Encumbered Funds-Building Money Market \$377,870.15; Property Tax Checking \$208.77; Park and Planning Checking \$12,001.39; Cemetery Fund \$16,735.75.
- 18. Chairman's report.** Heidtke reported that he continues to receive numerous complaints about the chip sealing that was done in the Appellation Ridge subdivision specifically related to the quantity of stones left on the road surface; Heidtke has asked Eickstedt to follow up with Fahrner regarding the situation. A copy of a draft correspondence from Attorney Andringa has been provided to each supervisor for review.
- 19. Buildings report.** Kufahl had nothing additional to report. Heidtke reported the windows in the town hall main entry and painted room have been installed but are still awaiting the trim.
- 20. Transfer Station report.** Huettl reported he received notice from Waste Management that having garbage mixed in with the recycling will generate a charge. Huettl stated that all paper will be given to the farmer in the future.
- 21. Highway Department report.** Chairman Heidtke summarized the highway department reports for March thru May submitted by Highway Supervisor Eickstedt.
- 22. Noxious Weeds.** Supervisor Bishop stated she has already received a call and hopes her conversations with last year's violators will reap benefits this year.
- 23. Grounds report.** Supervisor Hartwig reported he will be planting annuals at the town hall around the Memorial Day weekend.
- 24. Clerk's report.** Oliver reported she has received a quote for a new laptop as the old laptop can no longer be updated; she doesn't anticipate a need to purchase the new laptop until training is planned for the poll workers in the fall. The noxious weed notice, photos and complaint forms for 2020 are prepared and will be posted; a copy has been provided to Supervisor Bishop.
- 25. Closed Session: pursuant to Wis. Stats. § 19.85(1)(c), considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.** Motion by Hartwig, seconded by Kufahl to move into

**MINUTES OF THE REGULAR TOWN BOARD MEETING
MAY 14, 2020
PAGE 4**

closed session. Roll call vote: Kufahl-aye, Huettl-aye, Heidtke-aye, Hartwig-aye, Bishop-aye, motion carried.

26. New hires for the Transfer Station. Heidtke stated three individuals have applied to work at the transfer station: Jeraed Lighthizer, Lydia Beier and Jolene Wiedmeyer. Heidtke noted that due to the lack of workers/emergency he hired Lighthizer but would ask the board to confirm his hiring. After review of the applications motion by Huettl, seconded by Kufahl to offer part time transfer station positions to Jeraed Lighthizer and Lydia Beier at the rate of \$14.50 per hour. Motion carried without a negative vote.

27. Communications and announcements. Heidtke reported he attends weekly conference calls: on Friday the call is thru Washington County and is related to the COVID-19 situation, on Wednesday the call is thru the WI DOT and is related to the STH 60 rehabilitation project.

28. Review of Bills and Authorization for Payment. Motion by Bishop, seconded by Huettl to approve the vouchers as presented. Motion carried.

29. Adjournment. Motion by Hartwig, seconded by Huettl to adjourn. Motion carried and the meeting was adjourned.

Respectfully submitted,

Julia Oliver, Town Clerk

Minutes Approved: _____

Next Resolution Number: J-20-001

Next Ordinance Number: J-20-002