

July 19, 2011 **July Meeting Minutes**

TOWN OF LINCOLN
Board Meeting Minutes
July 19, 2011 7:05 P.M.

Board Members Present: Dick Thomer, Tom Finta, Dave Rogers, Judith Johnson, Carol Szymanski, Josh Mauritz and Kathy Lindgren

APPROVE MINUTES OF JUNE 14, 2011 MEETING: The minutes were sent via e-mail to the board members prior to the meeting. Motion to accept the minutes with the noted correction to delete 'and' from the zoning committee conditional use permit minutes, made by Tom Finta, second by Dave Rogers. All ayes. Motion carried.

TREASURER'S REPORT: The financial report prepared and read by Carol Szymanski included: Town of Lincoln May ending balance of \$13,771.16; June disbursements of \$35,142.80; June income of \$43,411.20 which included hall rental of \$807.00, transfer savings of \$35,000.00, building permits of \$1,430.00, zoning permits total of \$660.00, personal tax payment of \$186.00, grading for \$40.00, electric pole fire payment of \$67.50, liquor license, bartender operator license & cigarette license renewal total of \$1,014.00, wood sale for \$40.00, managed forest payment of \$36.40, fire dues of \$4,129.33, May interest of \$.97, leaving a June balance of \$22,039.56.

Town of Lincoln Fire Department May ending balance of \$2,565.65. There were no June disbursements. June income of \$30.23 (reimbursement for coat of \$30.00 & interest of \$.23), leaving a June balance of \$2,595.65. Invested money remains the same for the three CD's. Next month road machinery fund will be coming due. The passbook savings road fund had interest of \$119.26 leaving a balance of \$76,119.15. The working account had to withdraw \$35,000 which represented \$1,727.27 interest received so far this year and principal of \$33,278.73. The M&I tax account remains the same, \$10.61. Occupancy surcharge fee of \$1,000 for Dave Rode at 10032 Fairhaven Ave was added. The fire truck note stayed the same, \$31,910.498, plus interest. All FEMA money has been returned. Carol noted that she checked the account today using internet banking and noticed that there was a check returned in the amount of \$263.00 from Venom for liquor license. Carol will check this on-line. Motion by Judy Johnson to accept the financial report, second by Josh Mauritz. All ayes. Motion carried.

ACCOUNTS PAYABLE: Kathy Lindgren prepared and read the accounts payable report and payroll report. Discussion about the new software report format, various options and available reports. Motion by Judy Johnson to accept accounts payable report and payroll, second by Tom Finta. All ayes. Motion carried.

REPORTS OF STANDING COMMITTEES:

Zoning Committee: A public hearing was held on Wednesday July 6, 2011 at 7:30 p.m. at the municipal building at 10905 Falcon Rd. The hearing was to rezone the property located at 11771 N. Lincoln Ave as residential in order to receive a conditional use permit as a church. The mini-golf course will be retained. The zoning committee met following the public hearing and approved the conditional use permit for Grace Baptist Church Inc. Motion by Dave Rogers to approve the minutes of the Zoning Committee, second by Judy Johnson. All ayes. Motion carried.

Building Permits: No building permits were issued.

Fire Department: July 7, 2011 meeting. Two Emergency Scene ahead signs were ordered. Fire safety class will be held on July 14, 2011. Pediatric class will be hosted by Hewitt Fire Department on August 10, 2011. There were three first responder calls and three fire calls in the month of June. First responder refresher class begins in September. The checking account balance and equipment CD balance as per treasurer's report. When the county radio system is updated in 2012 to narrow band, nine township radios will need to be replaced. Education items will be ordered for Get Fired Up using the 2% fire dues money. Members took the engine to pump water from a dry hydrant for practice. Discussion about invoicing for calls, Rural Fire Department and township reimbursement. Dick Thomer will see if a representative from Rural Fire Department can attend an upcoming meeting to clarify how reimbursement is done for calls.

SPECIAL ORDERS: None

PUBLIC INPUT: None

CONTINUING BUSINESS:

Road work 2011: The name is on the tractor; cost was one culvert. Bridge on Robin Rd, north of Yellow River Road, south end is shifting but it was not in the bridge inspection report. May want County to look at it as they had done work on the north end in the past. Need to check if 50/50 would apply for bridge work. Tom Sucomel would be willing to be on-call for snow plowing. He does not have a CDL but could drive the grader. Andy Gingerich would have to train him. Tom Herkert might be able to help with snow plowing also. He has a CDL so would be able to drive the plow truck. An excavator was rented for a week to do road work. Overtime hours were put in versus renting the equipment for additional days. Andy pulled the trailer with the excavator with his personal vehicle, putting on approximately 125 miles, pulling 18,000 lbs. Discussion on reimbursement to Andy Gingerich for wear and tear and fuel on his personal vehicle. Motion by Josh Mauritz to reimburse Andy \$1.00 per mile for use of his personal vehicle for the month of June, second by Dave Rogers. All ayes. Motion carried. More road work needs to be done that would require rental of the excavator: 1) The culvert on Ranch is collapsed and the ditch has filled in, 2) Pine Lane ditch needs to be cleaned as the cornfield has been plowed into the ditch right-of-way and 3) The ditch on Falcon needs to be cleaned. Discussion on issues of rental of larger excavator; United

Rental doesn't have a rental trailer large enough to haul the larger equipment so they would have to load it and move it to the various job sites, which would need to be scheduled ahead of time or there would be delays, and moving the equipment would be an additional charge. Tom Finta has located a 23' dual axel tandem trailer with ramps for sale for \$4,800; new one is \$9,500. Discussion of various township uses of a trailer to justify expense of buying a trailer and advantages of having Andy Gingerich do township road work versus contracting it out. Culverts on Sunset have landscaped edges; when the culverts were reset, the landscape rock was put back they way it was, which took extra hours and a couple yards of field stone. Discussion on replacing landscape rock around culverts is the responsibility of land owner as it is in the right-of-way. In this instance, the ditches are being maintained by the homeowners, so that is a savings to the township. Also discussed was when to invoice the land owner if they fail to respect the right-of-way, as in the case of farmers who plow into the right-of-way, which results in grading and ditch repair. The protocol discussed was that on the first offence, the violation would be discussed with the property owner with the land owner not incurring the cost of the repair. The land owner will be notified by certified mail of the repair cost and if future violations occur, the land owner will be invoiced for cost of repairs. A record needs to be kept on file so incidences can be tracked. Fahrner can't give a date of when they will do chip sealing; September 15th will be date given to them to do the work. If they can't get chip sealing done by then, the money will be put in a CD until next construction season and re-bid. Complaints from various township members regarding damage to equipment from removing chip sealing/road tar from equipment. Township members who have issues with this are asked to put it in writing and the complaints will be forwarded to Fahrner.

Liquor License Fees: An ordinance was drafted, discussed, and signed which includes fees for various liquor licenses. Discussion on liquor license quota, formula to calculate the quota, and number of liquor license and reserve liquor license in place. Discussion on if a public hearing is needed when acting on an ordinance and if so, is it required to be published or posted. Discussion on publishing/posting of monthly agenda and meeting notices. Locations for posting were discussed; Weber Farm Store, Nasonville Dairy, Corpus Christi Church, in addition to the town hall were noted as highly visible posting places in the township. Motion to approve the schedule of fees for alcohol related licenses with changes made at the meeting, made by Josh Mauritz, second by Judy Johnson. All ayes. Motion carried.

Accounting Software: Agreement to have Clifton Gunderson work with the township on software issues, financial reviews and financial reporting methods needs to be signed, agreeing that they can charge us for time we spent with them. Motion to have Clifton Gunderson assist the township with future accounting processes was tabled until more detail regarding time involved to accomplish this can be determined. Security of laptop wireless connection will be checked by Josh Mauritz.

Internet Connection: Fire Department would like to have internet at the town hall, but if they are the only department that will utilize it, then they don't think it would be worth the cost.

Brookview Lane: Dave Rogers will contact Jeff Hill to request him to attend the meeting on August 9, 2011 to discuss Brookview Lane. Tom Finta drafted a proposal to Jeff Hill regarding Brookview Lane that was suggested to be signed and dated by Jeff Hill which states that he will give the township permission to continue snow plowing but that he needs to bring the road up to the township specifications before it will be accepted by the Board as a town road and at that time the township would be responsible for all road maintenance.

Veitschegger Land: Addressing concerns brought up at the public hearing: liability insurance on the property will cost \$15 - \$55/year and, the land does not have to be open for hunting because it is public land. Date for board members to walk the land is scheduled for August 2, 2011 at 5:00 p.m.

Clerk Institute: Motion by Dave Rogers to approve reimbursement of expenses to clerk incurred from attending Clerk Institute held in Green Bay July 10, 2011-July 15, 2011, second by Josh Mauritz. All ayes. Motion carried.

Employee Health Insurance: Due to recently enacted Governor changes to municipal benefits, health care coverage of township employees was discussed. An estimated breakdown of wages and benefit package was done for Andy Gingerich and Charlotte Jackson. The benefit estimation calculates to an hourly rate for Charlotte Jackson of \$20.80 while that of the Andy Gingerich was \$18.50. It was noted that the wage for Charlotte Jackson was brought up by a different member of the public at the last three monthly meetings. Motion to decrease Charlotte Jackson's insurance payment by 50%, effective October 1, 2011, made by Dave Rogers, second by Josh Mauritz. All ayes. Motion carried.

NEW BUSINESS:

P.O. Box for Township: Issues about all the different township members that receive mail, change of addresses and forwarding of the mail, pros and cons of a PO Box were discussed. Motion by Judy Johnson to retain a P.O. Box, second by Tom Finta. All ayes. Motion carried.

Deb's Unemployment: Discussion on unemployment claims charged to the township on behalf of Deb Langreck.
Town Hall Rental Issues: Banners and decorations have been hung on the walls and ceiling during various events held at the town hall, which is against the hall rental agreement that is signed by the party. Discussion regarding when it's appropriate to withhold the town hall security deposit and that the determination is the authority of the Board. Physical damage and negligence of the property would warrant withholding the security deposit. Issues with youth moving scrap from pile and stacking in front of garage doors. Discussion about erecting a fence to prevent this activity. Parking issues for upcoming weekend wedding were discussed.

ANNOUNCEMENTS: Sherriff cancelled his town hall visit for July 26 at 10:00 a.m. He will try to reschedule for end of August or September. Wisconsin Towns Association meeting will be held September 16, 2011 at the Town of Lincoln.

Motion to adjourn at 10:21 p.m. by Josh Mauritz, second by Judy Johnson. All ayes. Motion carried.

Posted on July 26, 2011 by
Kathleen M Lindgren
Town Clerk