

December 11, 2012 **December meeting minutes**

TOWN OF LINCOLN  
10905 Falcon Rd  
Board Meeting Minutes  
December 11, 2012 7:02 P.M.

Board Members Present: Dick Thomer, Chairman, Dave Rogers, Tom Finta, Josh Mauritz, Bob Cassaday, Carol Szymanski-Treasurer, and Kathy Lindgren-Clerk.

APPROVE MINUTES OF November 13, 2012 MEETING: The minutes of the November 13, 2012 meeting were sent via e-mail to the board members on November 18, 2012. Motion to approve the minutes of the November 13th meeting made by Josh Mauritz; second by Bob Cassaday. All ayes. Motion carried.

TREASURER'S REPORT: The financial report prepared and read by Carol Szymanski showed an October ending balance of \$7,197.20. November disbursements total \$55,993.35. November income was \$76,075.53 which included hall rental income of \$600.00-4 rentals through the building manager for \$300.00 and rental for the zoning meeting with payment from Wireless Planning LLC for \$300.00; four zoning permit payments of \$672.50; Time Federal Bank transfer of \$50,000.00 for bill payment; final 2012 shared revenue payment of \$24,112.54; invoice payment for brush cutter use of \$29.75; payment for grader use of \$90.00; voided July EFTPS payment for \$7.18, voided check #9672 for \$562.80 to the City of Marshfield for uncollectable ambulance, October interest of \$.76, leaving an November balance of \$27,279.38.

Town of Lincoln Fire Department: October ending balance of \$6,929.44. November disbursements total of \$5,074.23, which included breakfast expenses of \$74.23 and \$5,000.00 transfer to savings. November income of \$2,976.05 which included \$2,915.80 in donations, \$60.00 from coats, and interest of \$.25, leaving a November ending balance of \$4,831.26.

Invested money for the two CD's: Time Federal Savings Bank-Road Machinery Fund CD has a maturity date of 2/21/13, and a balance of \$13,162.88 after \$1,300.00 was added for invoices paid for work done by the Highway Operator. The Time Federal Passbook Savings Accounts: 1) Fire Department Fund has a balance of \$5,057.46, which was from the \$5,000.00 transfer and .04 interest added. 2) The Road Fund has a balance of \$43,928.29, which is prior year money plus \$58.91 interest 3) The Working Account balance is \$82,379.76, after the \$50,000.00 withdrawal and \$153.87 interest; the account holds the 2011/2012 tax/assessment money collected. The M&I Tax Account has a balance of \$11.66. Occupancy surcharge reimbursement total is twelve. The Working Account balance of \$82,379.76 will be added to Road Fund balance with the start of 2012 tax collection. Motion to accept the financial report as read made by Dave Rogers; second by Bob Cassaday. All ayes. Motion carried.

ACCOUNTS PAYABLE: Kathy Lindgren prepared and read the accounts payable/payroll report. Motion to pay a portion of Stratford Building Supply invoice amount of \$539.20 (non-door money) made by Dick Thomer, second by Dave Rogers; All ayes. Motion carried. Motion made by Dave Rogers to pay Veolia invoice, not received by December meeting the amount of \$8,387.65, second by Josh Mauritz; All ayes. Motion carried. Motion by Dave Rogers to amend budget transferring \$984.59 into X15 (Town Hall) from X34 (Building Maintenance), leaving a \$632.61 balance; from that balance, \$539.20 will be allocated to pay Stratford Builders invoice, leaving \$93.41 toward Kulp's invoice of \$2,200 for down payment of roof repairs. The \$2,106.59 remaining amount needed will be transferred from X38 (Garbage Collection), second by Bob Cassaday; All ayes. Motion carried. Motion to pay Kulp's a down payment of \$2,200.00 for roof repairs made by Tom Finta, second by Bob Cassaday; All ayes. Motion carried. Motion to accept the accounts payable report with check additions listed in above motion, made by Bob Cassaday, second by Dave Rogers; All ayes. Motion carried.

**REPORTS OF STANDING COMMITTEES:**

Permits: There was one building permit issued to Ryan Heiman for a new home construction at 10375 Oriole Ln.

Fire Department: December 5, 2012 meeting minutes were read by Tom Finta. Meeting started with training on thermal imager and carbon monoxide detector. Ice rescue training will be held in January. First responder training will begin in February. A house on Fairhaven is scheduled to be used for practice burn in spring. Calls for November included two first responder calls and one 1050 but were unable to locate vehicle. Transfer of more money from the checking account to savings account to get more interest. Breakfast fundraiser profit was \$8,127.15. Training on a grain rescue tube will be held. Motion made to charge \$50.00 to take fire engine to accident calls. Motion was passed in 2011 to pay fire chief a \$1,200.00 annual wage, which was paid in a lump sum this year but will be paid quarterly in 2013. In future, burning permits will be issued by: Tom Suchomel, Larry Gleichsner, and Andy Gingerich.

SPECIAL ORDERS: No special orders.

PUBLIC INPUT: Request for copies of payable report to be available for public attendees. Question regarding publication of spring caucus.

**CONTINUING BUSINESS:**

Rural Insurance: Jennifer from Rural Mutual Insurance attended and gave a summary of insurance renewal coverage. Policy is a comprehensive policy; everything is covered unless it is excluded. Town endorsement modifies original business owner's contract; elective coverages (endorsements) are also added to the policy. It is a replacement cost policy; all property is insured at replacement cost, unless indicated. The deductible is \$1,000.00. The building is insured under a blanket form with a limit of \$839,094.00: the town garage is insured for \$73,440.00 and town hall at \$765,654.00. After pictures and measurements, a reallocation was done, with a higher amount being allocated to the town hall, which is insured at a lower rate as it costs more to insure a town garage. Personal property is also insured under a blanket limit of \$40,000.00; \$30,000.00 to the town hall and \$10,000.00 to the town garage. Some personal property is listed separately. Multiple policy endorsements were explained in detail. There were two insurance claims filed and paid in 2012. Two ways to

insure town vehicles and equipment were discussed: 1) value is set and depreciated to actual value at time of loss. 2) agreed value endorsement, costs a bit more but a value is agreed upon for coverage and that is the amount paid out upon loss. Jennifer will quote cost per thousand for the agreed value and the difference between the two methods and board will decide which method to use. Liability coverage/medical expense limit coverage is \$5,000,000.00 which also covers automobile liability and hired and non-owned auto liability. Aggregate is two times the limit. Premium comparison between 2012 & 2013 was listed. Coverage enhancements to the policy were made and explained. Worker's compensation policy was explained. Public official bonds and position bonds are two year bonds and were differentiated between tax bonds. Employee benefit liability coverage is only required when offering health insurance, 401K, pension plan to employees; reimbursement of costs for benefits does not qualify. This item will be added to January agenda. Motion by Tom Finta to use Rural Insurance for 2013, second by Dave Rogers; All ayes. Motion carried.

Road Salt: This item has been dealt with.

Newsletter: Supervisor, Dave Rogers, has been working on the newsletter. Some items are still needed to complete the newsletter.

Attorney for Town: Meeting with Attorney Wolfram, who is also attorney for City of Marshfield. He is partner with Hutchinson. Conflict of interest could arise at times as he represents other municipalities. An agreement was provided for board review. Hourly rate is \$195.00 plus additional fees. No retainer is required. A copy of all ordinances should be provided to him; ordinances are available on the website. Motion by Josh Mauritz to assign Attorney Wolfram to represent Town of Lincoln as attorney, second by Dave Rogers; All ayes. Motion carried.

Posting Locations: Location options were again discussed; Corpus Christie no longer has daily morning mass as there is not a priest available, so this is no longer a valid posting location. Building of kiosks for posting was suggested again.

Nasonville School parking lot was again mentioned, but have not approached anyone for approval of this location. Wood County public land off of Yellow River Rd, suggested at November meeting, was reviewed by Supervisor, Tom Finta; a culvert would need to be installed. County will need to give approval. This item will be on January meeting agenda. Spring election notice for local offices needs to be posted.

Approve Election Workers: List of election workers for 2013-2014 was provided to board members for approval. Motion to approve election official list made by Dave Rogers, second by Tom Finta; All ayes. Motion carried.

Budget Hearing: Levy was approved at the Budget Hearing meeting at the November 13, 2012 meeting, however, the budget was not adopted by the board. A special budget meeting will be on Wednesday, December 19, 2012 at 5:30 p.m. to adopt the 2013 budget.

Road Work 2013: Bids were sent out early in 2012 but contractors missed it as it was earlier than they were expecting. Gravel bid might not be needed as Mill Creek is not as bad as originally thought; will wait to see what it looks like in spring. Bids will be put out and discussed further at the January meeting.

WI Towns Association was contacted for input into the Fairhaven dust control and grading issues. Three points were made: 1) the Town cannot special charge other town residents 2) cannot offer the service for free to non-residents without an agreement between the towns affected. 3) best course of action, considering how the two towns do business with regard to dust control, each town to charge their own residents, or not charge their own residents and have a written agreement about who does the maintenance where. The issue also is the grading of the road prior to dust control application. Town of Fremont cannot give dust control to Town of Lincoln residents for free because they charge all their residents for dust control. Town of Lincoln cannot give dust control for free to Town of Fremont residents; the two towns operate differently. Suggestion to give a reimbursement for the Town of Lincoln residents' dust control to the Town of Fremont. Town of Lincoln needs to do dust control for all Town of Lincoln residents; the issue is coordination of grading with Town of Fremont prior to dust control application. Chairman will send correspondence to Town of Fremont Chairman & board members.

NEW BUSINESS: None

ANNOUNCEMENTS: Recycle meeting on December 20, 2012 at Town of Cameron. Saturday, February 2, 2013-annual district meeting for Board of Review training at Eagles.

Kulps indicated that repair of the vapor barrier over the plow truck would require two guys with equipment at a cost of \$75.00/hour and is estimated to take less than 3 hours to complete. This would be a time and material bill. Project of building roof over washbay outside would need to be bid out as it would cost more than \$5,000.00. This will be discussed further at January meeting.

Motion made by Dave Rogers to adjourn at 9:58 p.m.; second by Bob Cassaday; All ayes. Motion carried.

Submitted on December 17, 2012  
Kathy Lindgren, Clerk