

July 9, 2013 **July Meeting Minutes-approved**

TOWN OF LINCOLN
10905 Falcon Rd
Board Meeting Minutes
July 9, 2013 7:00 P.M.

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

APPROVE MINUTES OF June MEETINGS: The June 11 & June 12 Board of Review were sent via e-mail to the board members on June 21, 2013. Motion to approve the minutes of the June meetings was made by Bob Cassaday; second by Josh Mauritz. All ayes. Motion carried. Motion to approve the June 17, 2013 Special Road Work meeting minutes made by Dave Rogers, second by Bob Cassaday. All ayes. Motion carried.

TREASURER'S REPORT: The financial report was prepared and read by Carol Szymanski. May ending balance was \$14,771.39. June disbursements total \$38,521.72. June income was \$33,955.96, which included hall rental income of \$160.00; Fire helmet purchase reimbursement of \$100.00; Liquor, tobacco & bartender license income of \$875.00; Zoning permits for \$122.00; grader invoice for \$135.00; dog licenses issued for \$17.00; Managed Forest payment of \$36.40; reimbursement from Dave Rogers for purchase of \$9.95; Time Federal transfer of \$30,000.00; Town of Rock invoice payment of \$2,500.00; June interest of \$.61 leaving a June balance of \$10,205.63.

Town of Lincoln Fire Department: May ending balance of \$1,313.70. There were no disbursements in June. June income was interest of \$.05, leaving a June ending balance of \$1,313.75.

Invested money for the two CD's: Time Federal Savings Bank-Road Machinery Fund CD balance: \$16,172.49 after \$1,320.00, which is 50% of the revenue received for work done for other townships plus \$27.11 interest was added; has a maturity date of 2/21/14. Road Work CD-\$118,808.05, after transfer from Road Work Fund #345439 which held prior year tax money and has a maturity date of 7/11/2013. The Time Federal Passbook Savings Accounts: 1) Fire Department Fund has a balance of \$8,359.10, 2) The Road Fund (#345439) balance was \$10.00; Working Account (#331299), includes all 2012/2013 tax & assessment money collected: Working Passbook Fund - \$71,884.69 after \$30,000.00 was withdrawn and \$125.18 interest was added (.45% interest rate); Heritage Bank has a balance of \$123,872.48 after interest of \$25.45 June interest was added (.25% interest rate); BMO Bank (fka M&I) Account has a balance of \$15.74. Occupancy surcharge liability remains unchanged. Motion by Dave Rogers to accept the financial report as submitted; second by Bob Cassaday. All ayes. Motion carried. Discussion regarding when to do road work on Yellow River Rd and N. Falcon Rd as former road contractor cashed the Town of Lincoln check, indicating satisfaction of the contract. Cost of chip sealing may increase if the work is put off until next year. Crack filling will need to be touched up on Yellow River Rd and Fahrner is waiting to hear if they should start. Motion by Dick Thomer to do the road work on Yellow River Rd and N. Falcon at approximately \$62,000.00; second by Bob Cassaday. All ayes. Motion carried. Time Federal Road Work CD matures in July; \$64,000.00 of the CD will be reinvested for a year, the remainder will be used for the road work on Yellow River Rd & N. Falcon Rd.

ACCOUNTS PAYABLE: Kathy Lindgren prepared and read the accounts payable/payroll report. Discussion of frequency of pumping holding tanks; discussion of ground water infiltration into tanks. Clarification on number of loads delivered by Milestone Material. A check will be made out for deposit into the Road Work CD in the amount of \$1,250.00, which is 50% of the revenue received for work done for other townships and added to the month's total of accounts payable. Motion to approve the accounts payable report as submitted, made by Josh Mauritz; second by Bob Cassaday. All ayes. Motion carried.

REPORTS OF STANDING COMMITTEES:

There were no building permits and no zoning permits reported for the month of June.

Fire Department: There was not a meeting as the first Thursday was on the holiday, July 4th; meeting will be July 11th.

PUBLIC INPUT: Question regarding tires and rims purchased for grader. Purchased used tires to be put on in summer to save the new Michelin tires for winter plowing. Clarification regarding accepting low bid for road work and if it is indicated in the request for bids that the Town has the right to refuse any and all bids. Representative from County regarding an inquiry into the grass in county ditches being cut; work will be finished by July 15th. Culvert on Cty Rd B near golf course put in by farmer who leases the land. There is a pipe sticking up that needs to be lowered and a spillway needs to be made so water will run to culvert, to help with erosion. County Highway Department meeting is Wednesday, July 10. Mention of selling/closing of county buildings as a centrally located combined highway building, possibly in Arpin, is being proposed. It would be an inconvenience for Marshfield to travel to Arpin when hauling sand/salt. This idea is still being discussed. Discussion on placement of 150' stand-alone communication tower for emergency government, possibly on Town of Lincoln property; permission of near-by area land owner is needed in case tower would fail.

CONTINUING BUSINESS:

Road Work 2013:

Grader Blades, Tires & Rims – This has been completed.

Crack Filling Issues–Total Asphalt – Eagle Rd, from Highway 10 to the bridge, was chip sealed with the small chips (1/4") when the large chips (3/8") was contracted. A representative from Fahrner was present to answer questions. It had been recommended by Fahrner representative to use larger chips for most emulsion due to condition of the roads. FA2 aggregate (small chips) is going to be the dominant aggregate used and dominates the market due to the oil application. Smaller aggregate will pack tighter and give a better seal. Workmanship was well done; Eagle Rd gets a lot of heavy agriculture

traffic and concern that it will not last as long. Township thought chip seal with larger aggregate would last approximately 6 years; a thinner layer of emulsion is used for the smaller aggregate, 10% to 11% less. Trucking company used to haul aggregate may have asked for the incorrect size (FA2) or the pit loader may have took them to the incorrect pile. Every aggregate pit has different specs, sieve analysis, on what the FA2 is called. Crew was mobilized from a different area. Fahrner did not realize the error until they were partially into the contract, error was not deliberate. Question about what Fahrner will do to rectify the error; road will be inspected for loss of aggregate several times a year. Quote was for \$1.508/sq yd for 3/8" fractured or \$1.325/sq yd for 1/4" fractured. Aggregate has value, but longevity of smaller aggregate may be shorter and may be additional cost to Town. Fahrner does not give warranty but will stand behind the work done. The road has an estimated phaser rating of 5; it is a chip sealed road; road had been asphalt and was pulverized and chip sealed approximately 6 or 7 years ago. Fahrner representative believes the seal of the smaller aggregate will last as long as the seal of larger aggregate. Question as to if weather at the time of road work was documented. FA2 is approximately .18 less than the contract size; \$4,042.26 will be deducted for the aggregate error. Fahrner will re-chip seal Eagle Rd if the road does not stand up to normal wear and tear as expected.

Additional road work for Fahrner as a result of road work issues of prior contract company: crack filling and chip sealing of Yellow River Rd from Cty Rd B to Eagle and Falcon Rd from Cty Y to Lincoln-Spencer Rd. Supervisor requests to be notified before road work project begins.

Airport Rd pipeline patch; choice that Town of Lincoln does the patch work and pipeline company is billed or pipeline company contracts patchwork to be done; the latter is the agreement the Township chose. Property owner at 11072 Eagle Rd has fenced off the ditch and is grazing horses there. Zoning ordinance addresses this issue; Jim Kniech will be notified. Culvert on Eagle Rd used to have a guard rail; since culvert has been replaced, shoulder has been widened and guard rail was not replaced. Hazard of guard rail may be more than what it is protecting.

Review of Attorney road work bid contract draft. Discussion of inclusion of statement that contractor has received the Town specifications and signs off; this statement might be on the bidding end. The 30 day payment upon completion statement was changed to read 30 days from receipt of invoice due to meeting monthly. Road Work contracts will be printed front to back so signatures are on visibly on the contract.

Hole on Lincoln Rd and Airport Rd needs to be repaired. In review of the maintenance agreement between City of Marshfield and Town of Lincoln it was determined that the center line of Airport Rd is the split and therefore is the responsibility of the township. In review of the hole, it was determined that due to the extent of the damage, there is not much to left in the intersection that is good to patch into, so essentially the patch would be the entire intersection. The City of Marshfield will pay its share of the road shaping, excavation, and asphalt. Discussion on determination of City share and collection of City's portion of the repair project. It was determined that approximately 30 tons of asphalt (\$3,800.00) would be required for the repair plus excavation. Motion made above regarding CD is amended to leave \$60,000.00 in the cd made by Josh Mauritz; second by Dave Rogers. All ayes. Motion carried. A written agreement between the City and Township regarding payment will be drafted.

Town Hall Maintenance: Kulp's reviewed the wash bay roof vapor barrier issue. It appears that when the cap/peak was installed, it wasn't put on straight and the flashings don't line up. The cap is supposed to come down further than the flashing so water is working its way through the calk and dripping. Two methods of repair: 1) take the cap off and remove flashing and start over; this would require an estimate and a motion. An estimate for this will be done and presented at the August meeting. The issue is that the cap was installed using lag bolts, placed every 2", which causes a problem with realignment and also the possibility of the holes from the bolts not being protected from the water, so lower flashing might have to be replaced. 2) In the areas where the lower flashing extended further than the upper flashing, a heavy rubber membrane was wrapped around the flashing and glued, which should stop the leak. Insulation is now soaked. This problem is not a warranty issue as prior work done by Kulp's was not done to this area. Will call for estimate for stucco repair as weather is conducive to have work done and can determine if budget will allow for repair work to be done. Appears that the doors are no longer leaking. Stratford had put a bead around the bottom, not certain if that was a temporary repair. Will continue to monitor for leaks for a couple months. Stratford will be called to check if repairs done were temporary so payment can be made.

Hall Rental Agreement Update: Town hall deposits are not being made as it is not clearly stated on the rental agreement. Suggestion to have rental fee and deposit to be two separate checks; deposit check will not be cashed and will be returned after event. Rental agreement verbiage will be changed and address will be corrected. Electrical issues regarding breaker problems; explained to renter at the time of hall renter, also written procedure.

Town Business at Board Members Residence: Accidents that happen on property of a board member residence is covered by insurance. Board member address could be listed on insurance policy.

Advanced Disposal Notice: Advance Disposal is not liable for property damage that occurs while collecting garbage. There is a Northwest Recycling meeting scheduled before the end of August, which is the submission date of the notice. This will be discussed at that meeting and will be put on meeting agenda for August.

OTHER BUSINESS: None

ANNOUNCEMENTS: Wisconsin Towns Association meeting on Friday, July 19, 2013 at 7:30 p.m. at the St. Joseph Chapel Hall - Altdorf, Vesper. Jerry Minor, Pittsville Fire Chief, will talk about current topics affecting fire service. A DNR representative will also speak. September 20, 2013, Town of Lincoln will host Wisconsin Town's Association meeting: Bob Cassaday will give presentation on fossils.

Motion made by Dave Rogers to adjourn at 9:09 p.m.; second by Bob Cassaday. All ayes. Motion carried.

Submitted on July 22, 2013
Kathy Lindgren, Clerk