

Minutes

TOWN OF DEKORRA – TOWN BOARD MEETING

Tuesday, July 9, 2019

6:30 pm

* Poynette Village Hall - Board Room*

106 S. Main St., Poynette, WI

FIXED AGENDA ITEMS:

1. Call to Order. **Meeting called to order at 6:30 pm by Chairman Kyle R. Knuteson**
2. Pledge of Allegiance.
3. Roll Call: **Present: Kyle Knuteson, Emma Brue, Chris Crawford, Sandy Smith, Gary Leatherberry. Others present Holly Priske, Clerk; Peggy Tomlinson, Treasurer; 18 in audience attendance.**
4. Approval of Agenda & Affidavit of posting.
ACTION: Motion by Smith, second by Leatherberry to move item 24 under item 15. Motion Carried.
ACTION: Motion by Smith, second by Brue to approve the agenda with changes. Motion carried.
5. Approval of previous TB minutes.
 - a. June 11, 2019
 - i. Utility District – **ACTION: Motion by Smith, second by Leatherberry to approve the June 11, 2019 Utility District meeting minutes. Motion carried.**
 - ii. Town Board – **ACTION: Motion by Smith, second by Brue to approve the June 11, 2019 Town Board meeting minutes with changes. Motion carried.**
6. Reports of town officers
 - a. Clerk's Report – **Clerk Priske gave a report highlighting Town records after vandalization of school, liquor licensing completed, upcoming attendance at UWGB Clerk Institute, Open Book and Board of Review dates and times, follow up regarding power at the gym, road complaint at the trailer court. Full report on file in the Clerk's office.**
 - b. Constable's Report – **Knuteson reported on an injured cat call, questions from Lakeside regarding noise ordinance and Brue reported on a call regarding a dog.**
 - c. Treasurer's Report – **Treasurer Tomlinson gave an overview of accounts, discussed moving some funds to LGIP. She also reported payments for recently sent statements are coming in. All accounts are tracking well. Full report on file in the Clerk's office.**
7. Payment of bills -**Tomlinson gave an overview of the bills to be paid.**
ACTION: Motion by Leatherberry, second by Smith to pay bills except for Falk Trucking. Motion carried.
ACTION: Motion by Leatherberry, second by Smith to pay Falk Trucking. Motion carried. Brue abstained.
8. Committee and Commission Reports
 - a. Waste and Recycling -**Falk noted that there was nothing to report.**
 - b. Town Roads -**Knuteson reported that Randy Crawford, a County employee and he toured a portion of the Town roads, discussion of roads condition report and County matching funds.**
 - c. Safety Committee – **Smith noted that there was no meeting but will meet in August to review Smokey Hollow's 2020 event schedule.**
 - d. Parks Commission -**Mark Niebuhr gave a report on the July 1st meeting, with mention of new tables, upcoming workday, still looking for student volunteers, and reported on the new pier. The next meeting is August 5th at 7:00 pm. Mark mentioned that he had gone to the County Planning and Zoning department to discuss necessary permits to work within the shoreline area of Camp Rest. He noted that the proper forms have been submitted. Mark noted that he had spoken with Ayala from Rural Insurance to confirm that volunteers are covered by the Town's liability insurance and for incidental damage.**
 - e. Plan Commission – **Smith reported that there was a simple CSM, one item on tonight's agenda and a report on work in the Township from Alliant Energy/MG&E, and a consultation with Gary Leatherberry regarding a rezone.**

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- f. Ad hoc Pier Committee -**Leatherberry noted that there was no meeting but that they will be starting to put up signs. He added that he would like to get stainless steel bolts, Tomlinson noted that this was included with the cost of the sign.**

9. Open Public Comments – **No public comment.**

BUSINESS:

10. Midwest Property Management of Southern WI, LLC/Roger Lippitt– Parcel 11010-648 – N3826 Tipperary Rd, Town of Dekorra. Tourist Rooming House Conditional Use Permit.
Action: Motion by Leatherberry, second by Brue to approve conditional use permit for Midwest Property Management of Southern WI, LLC/Roger Lippitt– Parcel 11010-648 – N3826 Tipperary Rd, Town of Dekorra with conditions as recommended by the Town Plan Commission and as outlined in the Town Planner’s comments from 06.27.19, with a note that the Planner’s notes say 06.27.18. Motion carried.
ACTION: Motion by Leatherberry, second by Smith to allow for a Tourist Rooming House Conditional Use Permit with discretionary waiver to the 1,000-foot requirement per Dekorra Ordinance 6.10(C)(2)(b). Motion carried.
Knuteson reviewed and completed the “finding of facts” for Columbia County submission.
11. Tourist Rooming House License application – Roger Lippitt
ACTION: Motion by Smith, second by Leatherberry to approve the Tourist Rooming House permit for Roger Lippitt. Motion carried.
12. Fire Commission -
 - a. Presentation of Budget proposals - **Chief Jim Tomlinson gave a presentation of the 2020 budget proposals for the Fire Department. Discussion included a report on the EMS service, review of 3 different budgets of proposed options: 1. Paid Firefighter EMT, this would result in volunteers being gone and he noted that in his opinion would be the most expensive and least attractive), 2. Private Contract EMS (last year’s proposal). This is cheaper than in house but gives an 80% increase. 3) Fire based EMS- \$62,000.00 increase to give incentives to be sure that someone signs up for calls. Currently we have a 60% reply rate for calls. Some options were discussed, with J. Tomlinson noting that Arlington charges for all calls, with a fee adjustment for taxpayers, resulting last year in a \$24,000.00 revenue. Currently only non-taxpayers are charged. He mentioned that they have been working off a 0% budget increase. Leatherberry noted that the Town has been working off a 0% increase as well. Discussion regarding Lowville’s reluctance to vote on any increases. Smith questioned the past incentive program’s success and Tomlinson stated that it wasn’t very successful. There was discussion of where the money would come from for an increase with solutions mentioned of loans and taxpayer funding.**
 - b. Joint meeting with the Town Board, Lowville Town Board, Village Board and Fire Commission-July 16th at 7:00 pm. Need someone to take minutes as the Clerk will be at the Institute. - **Smith will take notes and record for the Clerk.**
 - c. Amendment to Fire Commission agreement -**Motion by Leatherberry second by Smith to move 12c to the August 2019 Town Board meeting. Motion carried.**
13. Wastewater Treatment Plant Operator wage. **P. Tomlinson reported on current charges and income, noting where a wage increase could come from. Her suggestion is to increase rate by \$1.00 going from \$7.00 to \$8.00 per 1,000 gallons would give a \$14,000 increase. There hasn’t been a rate increase since 2008. Operator’s average hours for the year are 807 and current pay is \$19,600 per year. The request wage would be a \$10,900 increase. Leatherberry asked Gorman what his future plans were.**
14. Moratorium on development/Comprehensive Plan – **Leatherberry read the original motion to move forward with a moratorium and the requirements for a moratorium. He stated that the attorney told him that the Chairman had said not to move forward. Knuteson stated that the Attorney told him he needed more information. There was a discussion of what the conditions would be. Leatherberry said that we have to have a statement of needs, a statement of action, a time length, description of the area, exemptions of activity; sus as, a simple CSM; may be in effect for up to 12 months and can amend it once for an additional 6 months. Leatherberry said that he had talked with Matt Fleming who said that he had drafted many moratoriums similar to this. Leatherberry will get information and schedule a Town Board meeting to discuss and act on the information gathered.**
15. Constable appointment - **Knuteson confirmed with Smith that Whittaker was not interested in the position. He will talk to Andrew Moore about coming to the August meeting. Leatherberry mentioned that perhaps Greg Kaschinski, recently**

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retired deputy may be interested. Knuteson will contact him.

Clerk Priske noticed that Tom McMillan and Donna Gabbei were still present at the meeting and requested that they be allowed to address the board as they had not heard the call for the public comments section. Tom McMillan-Keebaugh Rd addressed the Board with a problem with a neighbor's dog that has killed several of their goats. He noted Dekorra Ordinance 6.02(e)(4) regarding vicious dogs. Discussion regarding what could be done. No action was taken.

ACTION: Motion by Knuteson, second by Leatherberry to move agenda item 24 after agenda item 17. Motion carried.

16. Plan Commission appointments –

- a. Appoint chair and vice chair

ACTION: Motion by Knuteson, second by Crawford to appoint Sandy Smith as chair and the alternate board member, Leatherberry or Knuteson, as Vice Chair for Plan Commission. Motion carried.

- b. Appoint citizen alternate – **Clerk will recruit for volunteers.**

17. Parks Commission –

- a. Procedure for Chair/Committee/Volunteer for cutting and removing trees. -**Discussion of what happens to the wood when volunteers cut trees, suggestion to send out notice to the public list and create a volunteer list.**
- b. Chair – **No action needed.**

18. Roads

- a. Request for speed board on Wildwood Way – **Motion by Leatherberry, second by Brue to put speed board on Wildwood Way for a minimum of 1 month. Falk will either put up the Town's speed board or get on from the County.**
- b. Complaint of a large dead tree at N3473 Tipperary Rd – leaning even more, property owner very concerned that it will fall on the power lines, leaning more than last year when he brought it up. **Knuteson will get a quote from K&M and Hamms and will bring to August meeting.**
- c. Complaint that trees are hanging over Hemlock St causing it to be more of a one lane road.
- d. Roads tour recommendations – **Knuteson noted that Tipperary was the worst from Spur St to Tipperary Point, Matching funds is set for Wildcat to CTH V for seal coat and fill.**
ACTION: Motion by Knuteson, second by Smith to continue with sign trimming up to \$2,000.00. Motion Carried. Brue abstained.
- e. Wildwood Way shoulder – **Shoulder will be fixed, and hole will be filled in.**
- f. LRIP -Smith Road project – **Discussion with Scott Construction representative regarding Smith Rd options – what materials will be used, life of project, cost and it was noted that they have a 1-year warrantee on their work. Discussion of the County's proposed project costs. Discussion of a bike path feasibility and safety. Leatherberry thought that it made more sense to put emergency access on Rory Rd when CTH V is closed than a bicycle path.**
ACTION: Motion by Knuteson, second by Brue to do cold mix for \$11,150.00 overlay and cold mix wedging for \$15,700.00 with Scott Construction. Motion carried. Leatherberry abstained.
ACTION: Motion by Knuteson, second by Leatherberry to route, heat and seal cracks on all Tipperary Rd, approximately \$19216.11. Discussion to try to change matching aids application ending point. Motion carried – 4-1 (Smith nay).
- g. E. Morse Rd/Voss Rd. – **detailed billing due to Clerk by August 1st.**

19. Ordinance 2019-01 – AN ORDINANCE REDUCING THE SPEED LIMIT ON A PORTION OF STEBBINS ROAD

ACTION: Leatherberry moves, Brue second to approve ordinance 2019-01 REDUCING THE SPEED LIMIT ON A PORTION OF STEBBINS ROAD. Roll call vote Knuteson, Brue, Smith, Leatherberry Aye, Crawford abstained. Motion carried.

20. Town Hall Site Discussion of what to do with the steel beams, they should be sold, the suggested price was \$250.00 each. Discussion that all glass windows and doors were smashed. No records were damaged.

- a. Site security -Discussion of what to do with tables and chairs and any other items of value at the school.
- b. Remaining contents

21. Town Records storage – **Falk said that he has a camera on the storage container.**

22. Cornellier Fireworks Permit – Andrew Obriecht complaint.

Discussion of the complaint and concluded that the Cornellier building and business existed prior to the ordinance change.

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23. Megan Wolfram Conditional Use Permit for Tourist Rooming House -**Discussion regarding the conditions from the Town not being met and that this property had been rented prior to approval.**
24. Treasurer
- a. List of invoices sent since last Town Board meeting – **Tomlinson noted that the current invoice and accounts receivable list is on Google Docs and in the packet. Discussion that when we have an early meeting bank statements are usually not available.**
 - b. Current Invoice list
 - c. Accounts Receivables -**Smith stated that she knew for a fact that ABS had not been invoiced because she had been in contact with Kati Lewis. Tomlinson said that letters are going with the invoices to explain the charges. Smith thinks that they should be sent certified. Tomlinson will have lists of paid accounts in the future.**
 - d. Town Board member access to bank accounts – **She sent a list to the bank for who replied to the email to gain access, Leatherberry will be added. She said that they would send a security fob and will give them instructions on how to view. She said that the statements only go back so far, 2015, 16, 17 and 2018 are in the Clerk's office for viewing. She asks that they be kept in order and kept safe as she is the keeper of those records.**
 - e. Town Financial Audit – **the last audit was with the Fire Department done in 2013 with WIPFLI. She has called Evan Gloski. She asked Smith what information she had requested, Smith said she had talked to Baker/Tilly but didn't know the answers to their questions. Tomlinson thought the last audit may have been around 1999.**
25. Word changes on the agenda – **Smith had received suggestions from another Clerk of some word changes. Clerk said that motions should be affirmative motions, not negative because it is difficult to understand if a negative motion is voted down. Clerk also handed out an article that she found to be helpful for making motions. Clerk Priske noted that motions were listed as the motion from the Plan Commission as a guide to help Board members formulate their actual motion if so desired.**
26. Clerk's attendance at the WMCA Annual Conference – **Motion by Leatherberry, second by Crawford to approve attendance for Clerk for \$279.00 plus mileage. Motion carried.**
27. Next Regular Town Board meeting -August 13, 2019
28. Adjourn -**Motion by Smith, second by Knuteson to adjourn. Motion carried.**
Meeting adjourned at 1:40 am.

Respectfully submitted by: Holly J. Priske, Clerk - Town of Dekorra

Approved: 08/13/2019