

## Town Board Meeting January 9, 2012

Donald Sitte called the regular monthly Town Board meeting to order at 6:00PM in the meeting room at the Town Hall. Present were Donald Sitte, Robert Schultz, Barbara Anschutz, Peter Jacobs, Roberta Thelen, Douglas Smith, Lois Pluff and 10 visitors.

Clerk/Administrator verified posting. Motion made/second Bob/Roberta to accept the amended agenda. Carried.

Accept minutes – Motion made/second Peter/Bob to accept the minutes. Carried.

Accept Treasurer Report – There is a large amount of money in the Baylake Bank money market account due to tax payments being received. The account offers the highest interest and we will be making our disbursements to the various taxing authorities in the near future. An account for the water rescue boat has been created. Lois also presented budget changes and fund balances/annual audit adjustments. Fund balances are dollar amounts that are carried forward to subsequent years with a specific purpose. The amounts may be adjusted during the annual audit due to late arriving bills. Motion made/second Robert/Peter to accept the Treasurer Report. Carried. Motion made/second Roberta/Barb to accept the budget changes. Carried. Motion made/second Peter/Barb to assign the following for use in subsequent years with changes in dollar amounts as a result of the Annual Audit Adjustments: Fire Dept. Donations, \$22,148; Fire Truck Replace Fund, \$110,000; Road Construction, \$131,600; Room Tax Disbursements, \$87,350. Carried.

Citizen input – None.

Discuss/decide beer festival on Town Hall property in conjunction with the Ridges Sanctuary's Bike Ride for Nature – Paul Salm of the BHCA was present and explained that they will be working with the Ridges again this year for the bike ride and adding a beer festival to the event. It's basically a new festival that they are trying to grow. Last year was successful. The event would be held on June 16 from 2PM to 6PM and they would be looking at closing down a small portion of CTH F, from STH 57 to Guy Street. The Lodge will also be providing live music. Motion made/second Barb/Bob to allow the BHCA to establish a summer beer festival. Carried.

Discuss/decide responsible parties for various Town holiday decorations – Since it's getting hard to find volunteers, it is being suggested that the Town employees help the BHCA with the various decorations that occur over the course of the year. This year for the Christmas trees there were only two people setting up trees and two people doing lights. The Association would still pay for the trees. The idea would be for the maintenance employees to put the trees up, the lights on and take the trees down after the holiday. The Town employees could also put up our flags on June 1 and take them down at some point before Halloween. The details of various other holidays can be worked out as they get closer. Motion made/second Roberta/Barb to approve the Town helping the

BHCA with various holiday decorations. Carried. Paul will coordinate everything with Doug and Bob will be kept involved.

Discuss/decide ordinance #01-2012, An Ordinance Establishing a Referendum Question to Appoint the Town Treasurer – Don read the ordinance. Motion made/second Barb/Don to approve ordinance #01-2012. Carried.

Discuss/decide procedures for hiring a new Town Assessor – Mike Walker is retiring at the end of this year. Also, prior to the end of the year, all of his files will need to be put into some sort of digital format. The incoming assessor would be responsible for helping Mike with that. Doug will work with Don and Mike on this process. Motion made/second Peter/Bob to initiate the process of hiring a new Town Assessor. Carried.

Discuss/decide open house for Public Works building – We're looking at sometime in April, May or June when it's warmer outside so the doors can be open. It should be done after the parking lot is blacktopped, the land has topsoil and everything is complete. Motion made/second Barb/Roberta to authorize the Administrator to organize an open house for the Public Works building when he sees fit. Carried.

Discuss/decide authorization to begin DNR permitting process and bid specification preparation for dredging at Marina – We'd like to get everything dredged before the Brown Trout Tournament. John will be giving a description of what needs to be dredged and the contractor will be coming up with a price based on that. Motion made/second Don/Barb to begin the DNR permitting process and bid specification preparation for dredging at the Marina. Carried. Doug will work with John Hammarstrom to get it accomplished.

Discuss/decide acceptance of grant funding for Anclam Park project and authorize Town engineer to begin bid specification preparation – Doug and Don met with Steve Parent, Amanda Surfus, Jim Rossol, John Meredith and Randy Nesbitt to look at the documentation for the Scenic Byways grant. Since there is quite a bit to it and it has to be done correctly, Steve and Doug would like to begin working on it as soon as possible. As for the Great Lakes Restoration Initiative grant, we need to use it by the end of this year. The overall project can be broken up so we can get going on the beach remediation portions for the GLRI grant. Motion made/second Peter/Bob to authorize the Administrator and Engineer to complete the paperwork for the Scenic Byways grant. Carried. Motion made/second Peter/Roberta to authorize the Administrator and Engineer to prepare the bid specifications for the beach remediation portion of the Anclam Park plan. Carried.

Committee reports – Clerk/Administrator report – Doug reminded the Board of the WTA meeting at the Town Hall on Feb. 9 at 7:00PM. Refreshments will be served. Doug will be out of the office on Thursday, Jan. 19 for election training.

Chairman/Wastewater/Marina/Sidewalks report – Don is developing a 5 year plan for sidewalks, working with Bob.

Bob – Roads – None.

Peter – Plan Commission – The plan is back in Jeff Sanders hands to incorporate the changes that were talked about last week. There will be a joint meeting on February 6 at 6:00PM. Once the changes are made to the plan, we will probably need to work with a consultant to put together a package to advise us on zoning changes, etc.

Barb – Cemetery/Town Hall/Parks – None.

Roberta – BHCA/Historical Society/Community Programs – Historical Society will be giving an update to the Board next month.

Payment of bills – Motion made/second Bob/Barb to pay all bills.

Motion made/second Barb/Bob to enter into Closed Session per State Statutes 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. Roll call vote: Roberta Thelen, aye. Peter Jacobs, aye. Barbara Anschutz, aye. Donald Sitte, aye. Robert Schultz, aye. Motion carried. Also present for the Closed Session was Clerk/Administrator Douglas Smith.

Motion made/second Barb/Peter to enter back into Open Session and continue with the agenda. Roll call vote: Roberta Thelen, aye. Peter Jacobs, aye. Barbara Anschutz, aye. Donald Sitte, aye. Robert Schultz, aye. Motion carried.

Discuss/decide any recommendations from Closed Session – None.

Motion made/second Barb/Peter to adjourn at 7:49PM. Carried.

These minutes are subject to correction at the next regular monthly Town Board meeting.

Douglas Smith  
Town Clerk/Administrator