

Town Board Meeting December 12th 2016

Donald Sitte called the regular monthly meeting of the Baileys Harbor Town Board to order at 6:00PM in the meeting room at the Town Hall. Present were Donald Sitte, Roberta Thelen, Peter Jacobs, Barbara Anschutz, and Doug Smith. Bob Schultz, Lois Pluff and Doug Smith were absent. There were 11 visitors.

Deputy Clerk verified posting. Motion made/second Peter/Roberta to accept the agenda. Carried.

Motion made/second Roberta/Barb to accept the minutes with one correction to the Wastewater minutes. Carried

Treasurers Report- Motion made/second Barb/Roberta to accept the Treasurers report.

Correspondence- Don read the Town of Liberty Grove Resolution #11-16, recognizing Baileys Harbor as the 13th most comfortable place by Expedia. Don thanked Liberty Grove for their acknowledgement and display of community spirit.

Citizen input- None.

Consideration of award of contract for Severn Street wastewater extension- Steve Parent recommends that the Town Board accept the Harbor Construction bid. Steve also presented the Board with a contract of waiver of Special Assessment Notices and Hearings for Michael and Martha Schulkins. Motion made/second Peter/Barb to accept Harbor Construction's bid at \$29,504.00 contingent upon the Schulkins signing the waiver. Carried.

Consideration of appointment of additional representative for Tourism Zone Commission Board- Bryan Nelson approached the Board to recommend a second representative be appointed. He explained that so far in 2016 the Town of Baileys Harbor room taxes have grossed over \$300,000. This therefore entitles the Town to two board representatives. Per the request of the Town Board, Bryan will provide a detailed description of the duties. Motion made/second Barb/Roberta intend to appoint a second representative for the 2017 term. Carried.

Update on future town employees- Don gave an overall update of Town employees and their departments. Currently, the Public Works Department has three employees for the winter months but will need a part-time employee for this coming Summer. Roberta suggested another option would be to sub-contract for the some of the larger tasks such as landscaping.

Fire Department update- Haley is now responsible for all fire and EMR payroll. She also will complete all NFIRS reports. On December 5th Don and Haley attended the informational meeting at the Fire Station. Don commented on how impressed he was with the Department as a whole. While talking with Brian Zak about the refurbishment of Engine 4, Don noticed some rust on the side panels. Don recommended Brian gather estimates to refinish the side panels as well as the under coat.

Tentative date for handbook/benefit/job description meeting (January 3rd) - Tentatively, the job description portion of the meeting will be set for January 4th.

Clerk/Administrator- The Recount is complete. There is a Wisconsin Towns Association meeting on January 12th at 7:00PM in Jacksonport.

Chair/Marina/Wastewater/Sidewalks/Personnel- Haley is now running elections completely. The County reported to the office that there were no errors for Baileys Harbor. The sidewalks are complete in front of the Square Rigger. Don is encouraging a personnel meeting in the near future.

Roads- None

Parks/Town Hall/Cemetery- The Town Hall windows will be replaced 2017. All parks are currently closed for the winter.

Plan Commission- None

Historical Society/Community Programs/Green Site- The Christmas party went well. Peil Construction will begin the cabinet installation at the Toft House soon.

Motion made/second Barb/Peter to adjourn at 6:52PM. Carried.

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

Haley Adams, Town Administrative Assistant

Douglas Smith, Town Clerk/Administrator