

## Town Board Meeting April 10, 2017

Donald Sitte called the regular meeting of the Baileys Harbor Town Board to order at 6:00PM in the meeting room at the Town Hall. Present were Donald Sitte, Barbara Anschutz, Robert Schultz, Peter Jacobs, Roberta Thelen, Haley Adams, Ray Einhorn and 11 visitors.

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

Accept Minutes- Motion made /second Robert/Roberta to accept the minutes. Carried.

Accept Treasurer Report-Motion made/second Peter/Barbara to accept the report. Carried.

Citizen Input - Donald Sitte announces change in citizen input procedure - citizens need only state their names and no longer need to state their address before addressing the board.

Appoint vice Chair- Donald Sitte appoints Robert Schultz to the position of Vice Chair, for the best interest of the Town. Motion made/second Peter/Barbara to appoint Robert Schultz as Vice Chair. Carried.

Personnel Committee resolution – Donald spoke with the Town’s attorney and his recommendation is to create a new committee now that Douglas Smith is no longer with the Town. Personnel committee will consist of three members: the town chair, vice chair and one appointed person. The Committee will consist of Donald Sitte, Barbara Anschutz, and Robert Schultz. The Committee will oversee and work with each department. Roll call: Roberta Thelen, aye. Peter Jacobs, aye. Donald Sitte, aye. Barbara Anschutz, aye. Robert Schultz, aye. Motion carried.

BHCA update – No representatives present.

Consideration for the agreement for Shoreline Cruises – postponed until May.

Discussion on possible utility easement on S Ward Street – Motion made/second Peter/Barbara to move forward on a sewer easement (not utility), concerned parties, Tishler, Garrity and the Town of Baileys Harbor. Roll call: Roberta Thelen, aye. Peter Jacobs, aye. Donald Sitte, aye. Barbara Anschutz, aye. Robert Schultz, aye. Motion carried.

Consideration of approval on future sewer extensions on CTY F/EE corridor – Motion made/second Barbara/Robert to approve a letter saying the town is in favor of a possible sewer extension. Carried.

Consideration on possible amendment to Cemetery Ordinance – Barbara did some research on Bio-Urns, they have become popular, she would like to discuss if this would be feasible for our cemetery if a interested party would ask. Donald appeared concerned over the maintenance as well as the height limits. An amendment was made in regards to the cemetery ordinance. All monuments shall be no taller than 3 feet above grade and pet remains may be buried within the Town cemetery only when cremated.

No grave site may contain only pet remains. . Roll call: Roberta Thelen, aye. Peter Jacobs, aye. Donald Sitte, aye. Barbara Anschutz, aye. Robert Schultz, aye. Motion carried.

Reappointment of committee/commission members- Donald announced reappointment of Christine Salmon (Alt) and Bill Nelson (Alt) to the Plan Commission. Paul Kordon to the Waste Water Committee. Bob Bultman and Tim Tishler to the Marina Committee. Motion made/second Barbara/Robert to reappoint committee/commission members for another term. Carried.

Employee time clocks- Robert would like to install time clocks in all department locations. Motion made/second Robert/Peter to put in time clocks in all departments. Carried.

#### Committee Reports

Clerk- Annual refreshments will be served at the Annual Town Board meeting on the 18<sup>th</sup>. The office has a new Deputy clerk, Ray Einhorn. The election on April 4<sup>th</sup> went well; 324 voters in total.

Chair/Marina/Sidewalks/Personnel- Don has scheduled a Personnel Committee meeting on April 20<sup>th</sup>.

Roads- Bob reported the roads have been sweep, graded and graveled. Robert mentioned he will be looking into resurfacing some roads this year and will check the road budget.

Town Hall/Parks- The Town Hall windows will be replaced this year by Peil Construction. Bluff Road will be getting flower beds along the new walkway. Bridenhagen Landscaping has moved the rocks along Brann Field as well as replanted the tree line.

Plan commission- A joint Plan Commission and Town Board meeting will be held on May 1<sup>st</sup> 2017.

Historical- The Green Site sign is almost done, an ordinance will be in place an signs will be posted. Volunteers/ Historical Society are working on implementing flower beds and a community garden at the Toft House.

Continue discussion on employee handbook and benefits- The Town Board continued to read through each article of the employee handbook to update any changes. Article 15-revision, Safety: standard procedure to have two employees to operate a chainsaw. Stopped on Article 17, needs to be revised. Barbara gave an update on insurance and the amount employees will receive as a benefit. Mike Farrell of David Insurance will attend the April 20<sup>th</sup> meeting to further discuss the Town's options.

Motion made/second Robert/Barbara to adjourn at 8:15PM. Carried.

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

Haley Adams, Town Clerk