

MINUTES - TOWN OF RED CEDAR

The regular monthly Town Board meeting was held at the Red Cedar Town Hall, E6591 627th Avenue, Menomonie, WI on Monday, January 18, 2016.

1. Call to Order/Roll Call. At 6:19 p.m., immediately following the Town Caucus, Chairman, Pete Prochnow, called the regular monthly meeting to order. Supervisors present were Bob Cook, Dave Leach, and Doug Miller. Supervisor, Deb Gotlibson, was absent. Also present were Clerk, Cheryl Miller, and Treasurer, Jill Haldeman.
2. Public Comments. None.
3. Public Hearing on updates to Town's Comprehensive Plan and Ordinance. *At 6:20 p.m., Chairman, Pete Prochnow, called the Public Hearing to order. The updated pages and maps were reviewed, and the final draft of the Comprehensive Plan was reviewed. No public comments were received. Discussion had. At 6:27 p.m., Chairman, Pete Prochnow, adjourned the Public Hearing without objection.*
4. Minutes. The minutes of the prior meeting were reviewed. *Motion by Dave Leach to approve the minutes as presented; motion seconded by Bob Cook. None opposed. MC*
5. Financials. The prior month's Treasurer's Report, including checks written, monthly receipts, and cash summary sheet, were reviewed. *Motion by Dave Leach to approve the financials as presented; motion seconded by Doug Miller. None opposed. MC*
6. Current Month's Claims. The current month's claims sheet and per diems were reviewed. *Motion by Bob Cook to approve the claims and per diems as presented; motion seconded by Doug Miller. None opposed. MC*
7. Reports and Recommendations for Consideration and Action:
 - (a) Patrolman. The Chairman informed the board the Kevin Deutsch was on vacation, and Jeff will plow the drifts and will be available this week while Kevin is gone; Kevin will perform limbing and brushing when he returns; and that there is a problem with the wing on the International truck.
 - (b) Finance Committee. Jill provided a report as to work performed.
 - (1) Budget expenses and income to date. The budget expenses and income to date (final 2015 reports) were reviewed and discussed.
 - (c) Ordinance Committee. Jill provided a report of work performed. The proposed building permit ordinance was handed out to board members for review prior to the next meeting. This ordinance will be on the next agenda for consideration.
 - (1) Discuss and act on recommendation to enact Ordinance No. 2016-1 amending Citation Ordinance. Discussion had. *Motion by Bob Cook to enact Ordinance No. 2016-1; motion seconded by Doug Miller. None opposed. MC*
 - (d) Planning Commission. Bob and Cheryl provided a report of work performed and discussed recommendations from the Planning Commission.
 - (1) Discuss and act on recommendation to approve and adopt the updated Comprehensive Plan, and enact Ordinance No. 2016-2 adopting the updated Town Comprehensive Plan. *Motion by Doug Miller to approve and adopt the updated Comprehensive Plan dated December 7, 2015 and enact Ordinance No. 2016-2 adopting the Comprehensive Plan for the Town of Red Cedar; motion seconded by Bob Cook. None opposed. MC*

- (2) Discuss and act on recommendation to rezone a 2.5 acre parcel (back lot) on 708th from General Ag to Light Industrial for the purpose of constructing mini storage buildings (E ¼ of the S ¼ of the SW ¼ of the NE ¼ of Section 6, T28N, R12W – Dale Schmitz. The Planning Commission minutes were reviewed with respect to the Public Hearing and recommendation. Discussion had between the board and applicants relating to the rezone, site plan, lighting, water drainage issues on site, landscaping, etc. The Clerk informed the board that the requested Letter of Intent and filed Deed Restriction were received, and the Preferred Land Use Map in the Town's Comprehensive Plan shows the property mapped as Light Industrial. *Motion by Bob Cook to make a recommendation to Dunn County to approve the rezone subject to the recommendation and conditions set forth by the Town's Planning Commission as follows: (1) that any required site plan revisions be presented to the township for review; (2) that no interior electricity be allowed in any storage unit; (3) that no outside storage be allowed on the property whatsoever, whether it be vehicles, boats, campers, building materials, etc.; (4) that water must be retained on site per DNR plan approval; and (5) that lighting be installed on wall packs, preferably downward shielding, to minimize light pollution on site; motion seconded by Doug Miller. None opposed. MC*

8. Building Permits and Fire Calls:

- (a) Building Permit #0116 – Zurawski, E5471 680th Ave., 16'x20' detached shed, Staidl Construction, \$30,000.00. *Motion to approve by Doug Miller; motion seconded by Bob Cook. None opposed. MC*
- (b) Fire Call #1 – Richartz, E5943 571st Ave., chimney fire on 11/28/2015, \$1,374.11. The report and fire call charges were reviewed. This seems to be an electrical fire, not a chimney fire as indicated on the invoice. Discussion had. *Motion by Bob Cook to impose a fire call charge in the amount of \$500.00 under Ordinance No. 2014-8; motion seconded by Doug Miller. None opposed.*
- (c) Fire Call #2 – Klade, E6532 490th Ave., barn fire on 11/29/2015, \$577.78. The Chairman informed the board that this address is in the Town of Springbrook. The Clerk will inform the Fire Department of this fact. *No action taken.*

9. Business:

- (a) Employee, staff, and town official concerns. Discussion had with respect to the Clerk and Treasurer presenting time sheets each month. At the next meeting, the Clerk and Treasurer will provide a simple, one page summary of work performed for the month. *No action taken.*
- (b) Purchase of parts and supplies by Patrolman. Discussion had with respect to the Patrolman be allowed to personally purchase certain parts and supplies. *No action taken.*
- (c) Repair or purchase new tree limbing saw. Pete handed out two proposals for a new tree limbing saw. Discussion had. *Motion by Bob Cook to purchase a new saw for \$552.46 as per proposal and retrieve the old saw; motion seconded by Doug Miller. None opposed. MC*
- (d) Removal of trees and brush from ditches. Discussion had. Kevin will perform this work on his own at this time. *No action taken.*
- (e) Verify plow driver wage for on-call/part-time town employees. Discussion had. Jeff is plowing part time, on call. Wage discussed. *Motion by Bob Cook to pay Jeff the same rate (\$20.00 per hour) as other on-call plow drivers; motion seconded by Doug Miller. None opposed. MC*
- (f) Enact Resolution No. 2016-3 changing number of election officials (replaces Resol. No. 1-2003). Discussion had. *Motion by Bob Cook to enact Resolution No. 2016-3; motion seconded by Doug Miller. None opposed. MC*
- (g) Enact Resolution No. 2016-4 establishing split shifts for election officials (replaces Ord. No. 0410-2003). Discussion had. *Motion by Doug Miller to enact Resolution No. 2016-4; motion seconded by Dave Leach. None opposed. MC*

- (h) Set Open Book (4:00-6:00 p.m.) and Board of Review (6:00-8:00 p.m.) for Tuesday, May 31, 2016. Discussion had. *Motion by Bob Cook to set the Open Book from 4:00 p.m. to 6:00 p.m. and the Board of Review from 6:00 p.m. to 8:00 p.m. on Tuesday, May 31, 2016; motion seconded by Doug Miller. None opposed. MC*
- (i) Discuss Clerk and Treasurer duties. *This item will be removed from future agendas.*

10. Communications:

- (a) Correspondence and announcements to be brought before the board. The clerk provided correspondence and other items to board members in their packets, the Treasurer provided information regarding tax collections and dog licensing, and the Chairman informed the Board that he will be gone the entire month of February and that Bob Cook will supervise the road crew while he is gone.
- (b) Upcoming agenda items for discussion including specific items for inclusion or exclusion from future agendas. Items will be provided to the Clerk.

11. Set Next Meeting Date. The next meeting date was set for Monday, February 8, 2016 at 6:30 p.m.

12. Adjourn Monthly Town Board Meeting. *At 8:12 p.m., the Chairman, Pete Prochnow, adjourned the meeting without objection.*

(The minutes are subject to approval at the next, regularly scheduled Town Board meeting).

Cheryl Miller, Clerk

Date: January 20, 2016