

## Minutes - TOWN OF RED CEDAR

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The Town Board of the Town of Red Cedar held its regular, monthly Town Board meeting at the Red Cedar Town Hall, E6591 627<sup>th</sup> Avenue, Menomonie, WI, on Monday, December 14, 2015 at 6:30 p.m

1. Call to Order/Roll Call. At 6:30 p.m., Chairman, Pete Prochnow, called the monthly town board meeting to order. Present were Supervisor 1, Deb Gotlibson; Supervisor 2, Bob Cook; Supervisor 3, Dave Leach, and Supervisor 4, Doug Miller. Also present were Clerk, Cheryl Miller; and Treasurer, Jill Haldeman.
2. Public Comments. None.
3. Business – discuss, review, and act on John Deere buy-back lease option (Dave Prestebak/Tractor Central). Dave Prestebak from Tractor Central appeared and informed the board that the town owns the John Deere tractor and loader which was purchased in late 2014 on a buy-back lease option. Every two years, the town can trade the tractor in for a fee and receive a new tractor. The two-year trade option is at \$10.00 per hour with a minimum of 600 hours. The town has 460 hours on the tractor right now. In 2016, the fee would be \$6,000.00 for the two –year period due at the end of the year for 2016 and 2017. The Government Discount stayed the same in 2014 and 2015. The warranty runs with the two year lease. They will take a look at the tractor in July or August of 2016, and let the town know what it will cost. The town will then have the option to trade it in or keep the current tractor. Discussion had. *No action taken.*
4. Minutes. Board members reviewed the minutes of the prior board meeting and public hearing on the expansion of the Red Cedar Sanitary District. *Motion by Deb Gotlibson and second by Bob Cook to approve the minutes of the November 9, 2015 town board meeting and public hearing to expand the Red Cedar Sanitary District. None opposed. MC*
5. Financials. Board members reviewed the prior month's Treasurer's Report, including checks written, monthly receipts, and cash summary sheet. *Motion by Bob Cook and second by Deb Gotlibson to approve the Financials. None opposed. MC*
6. Current Month's Claims. Board members reviewed bill payments due and per diems. *Motion by Deb Gotlibson to accept and approve the claims and per diems as presented. None opposed. MC*
7. Reports and Recommendations:
  - (a) Patrolman – The Patrolman informed the board that the trucks are ready for winter; he and Kevin plowed snow one time, 608 tons of sand are in the shed, Lentz drivers were trained, work will be performed on the grader wing tomorrow morning, they worked on shouldering and patching, the bridge on 720<sup>th</sup> Avenue was fixed at the guardrail, Kevin mowed, Jeff completed PASER and turned it in to the State (some road descriptions not as good as they should be), and Kevin will be completing PASER from now on. Cheryl will sign Kevin up to access WisLer/PASER.
  - (b) Finance Committee – The Treasurer passed out information with respect to accounts and the balance of funds expected at the end of the year. The LRIP payment was received. Kevin has the credit card application form to complete.
    - (1) Budget expenses and income to date. The reports were reviewed.
    - (2) Review sample employee worksheets used by County. Doug passed out sample worksheets used by county with codes for employees to use.
  - Ordinance Committee – A report was provided to board members. The permit to discharge fireworks was reviewed and discussed with respect to fire department notification. Pete indicated that we should look into charging permit fees for houses and other buildings, \$50.00 and \$25.00, and fines doubling those amounts if permits are not obtained.
  - (c) Planning Commission – A report was provided with respect to work performed by the Planning Commission.
    - (1) Review and discuss recommendation to approve and adopt the updated Comprehensive Plan (to be acted on at January Town Board Meeting). The recommendation was reviewed, and it will be acted on at the January town board meeting. *No action taken.*

8. Additional Business:

- (a) Employee, staff, and town official concerns. None.
- (b) Plowing/road maintenance of 535<sup>th</sup> Street. Discussion had. This road is off Eagle Point Road. It is a private road or driveway with two houses which has been graded and has some crushed rock on it. It was plowed last year. *Motion by Bob Cook and second by Doug Miller to inform the landowners that the town does not plow private roads or driveways. None opposed MC* The clerk will send a letter to the landowners.
- (c) Lower assessed value of Class 7 property between 5-10% for 2016 assessment roll. Pete explained that the Class 7 properties in the township will be lowered on the 2016 assessment roll by 5 to 10%. *No action taken.*
- (d) Nominate and appoint poll workers for 2016-2017 election cycle. The list presented by the Clerk was reviewed. *Motion by Deb Gotlibson and second by Bob Cook to approve the poll worker list as presented. None opposed. MC*
- (e) Sign order establishing amended boundaries of sanitary district and written findings, and discuss City annexation of parcel, or portion of parcel, where truck wash will be located. The order and findings were reviewed and signed. Pete indicated that the City of Menomonie informed him that they will survey a small portion of land, 2 to 3 acres, between the road and the Exit 45 Cenex and annex that portion just for the truck wash portion of the project. *No further action taken.*
- (f) Review mill rates and final assessed value of township. The report was reviewed. *No action taken.*
- (g) Discuss, review, and make any modifications to the proposed, updated Comprehensive Plan. The text and maps were reviewed. One correction is requested on Page 24 under Special Transit Facilities. DET is now known as Dunn County Transit. *Motion by Deb Gotlibson and second by Bob Cook to require the stated change in the text portion of the updated Comprehensive Plan. None opposed. MC*
- (h) Set caucus date for Monday, January 18, 2016 at 6:00 p.m. and verify candidacy of Supervisors 3 and 4. Discussion had. Both Supervisors plan to run for office. *Motion by Deb Gotlibson and second by Bob Cook to set the caucus date for Monday, January 18, 2016 at 6:00 p.m. None opposed. MC*
- (i) Set public hearing date to immediately follow caucus to receive final comments and enact Ordinance Adopting updated Comprehensive Plan. Discussion had. *Motion by Bob Cook and second by Deb Gotlibson to set the public hearing date to receive final comments on and approve the updated Comprehensive Plan and enact an Ordinance Adopting same for Monday, January 18, 2016 at 6:30 p.m., or immediately following the Town Caucus. None opposed. MC*

9. Communications:

- (a) Correspondence and announcements to be brought before the board. The Clerk handed out information and correspondence received. The Treasurer indicated that the 2016 solid waste and dog licensing invoices are ready to mail, the County had issues printing tax bills, and the town hall will be rental this weekend.
- (b) Upcoming agenda items for discussion including specific items for inclusion or exclusion from future agendas. Items will include enactment of the Amended Citation Ordinance, and discussion on Clerk and Treasurer duties.

10. Set Next Meeting Date. The next Town Board meeting was scheduled for Monday, January 18, 2016 at 6:30 p.m., or immediately following the Town Caucus, which begins at 6:00 p.m.

11. Adjourn Monthly Town Board Meeting. At 7:56 p.m., Chairman, Pete Prochnow, adjourned the meeting without objection.

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

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Cheryl Miller, Clerk

December 22, 2015