

## Minutes - TOWN OF RED CEDAR

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The monthly Town Board meeting was held at the Red Cedar Town Hall, E6591 627<sup>th</sup> Avenue, Menomonie, WI on Monday, June 13, 2016, at 6:30 p.m.

1. Call to Order/Roll Call. At 6:30 p.m., the Chairman, Pete Prochnow, called the meeting to order. Also present were supervisors Deb Gotlibson, Bob Cook, Dave Leach, and Doug Miller; the Town Clerk, Cheryl Miller; the Town Treasurer, Jill Haldeman; and the Town Patrolman, Kevin Deutsch.
2. Public Comments. Jeff Heitkamp recommended that a hiring committee be assembled with one resident member to review employment applications. The Patrolman wanted to know where the rock pile came from after he was told we didn't need any rock.
3. Business.
  - (a) Xcel Energy Special Exception Request for easement and town opinion letter to BOA. A representative from Xcel appeared and provided information with respect to moving a transmission line downstream a few hundred feet so workers can safely work on the dam starting in September. *Motion by Deb Gotlibson to recommend that the County BOA approve the special exception request; motion seconded by Doug Miller. None opposed. MC*
  - (b) Open and act on bids for 708<sup>th</sup> Avenue road project. Bids were received by Dunn County (\$107,352.50; hot mix wedging, 250 tons @ \$46.90/ton; hot mix asphalt, 1975 tons @ \$46.90/ton, 1.5 inch compacted overlay, 22' wide), Monarch (\$94,604.90; hot mix, 1990 tons @ \$47.54/ton, 1.5 inch average compacted thickness, 22' wide; cold mix, 1990 tons @ \$48.05/ton, 1.5 inch average compacted thickness, 22' wide), and Scott Construction (\$130,334.00; cold mix, 2586 tons @ \$50.40/ton, 1.75-2 inch average total compacted, 22'-28' wide ) for 1.75 mile road project on 708<sup>th</sup> Avenue. Representatives from Monarch and Scott Construction were present. Discussion had. *Motion by Pete Prochnow to accept the cold mix bid in the amount of \$130,334.00 from Scott Construction; motion seconded by Bob Cook. Further discussion had. Question called on a roll call vote – Pete Prochnow, yes; Deb Gotlibson, yes; Bob Cook, yes; Dave Leach, yes; and Doug Miller, yes. MC*
  - (c) Purchase or rental of brush chipper. Discussion had. *This matter was postponed.*
4. Minutes. The Minutes of the prior town board meeting on 05/09/2016 and special meeting on 05/17/2016 were reviewed. *Motion by Deb Gotlibson to approve both minutes as presented; motion seconded by Bob Cook. None opposed. MC*
5. Financials. The Treasurer's Report, including checks written, monthly receipts, and cash summary sheet, were reviewed. *Motion by Deb Gotlibson to approve the financials; motion seconded by Dave Leach. None opposed. MC*
6. Current Month's Claims. The monthly claims and per diems were reviewed. *Motion by Bob Cook to approve the monthly claims and per diems; motion seconded by Dave Leach. None opposed. MC*
7. Reports and Recommendations for Consideration and Action:
  - (a) Patrolman. The Chairman and Patrolman provided information as to projects completed and worked on.
  - (b) Finance Committee. Jill handed out the updated shop inventory report and first quarter itemized worksheets. The Patrolman's worksheets will be reviewed by board members and placed on the next agenda.
    - (1) Budget expenses and income to date. Reports were reviewed. *No action taken.*
    - (2) Timesheets for salaried officials. Reports were reviewed. *No action taken.*
  - (c) Ordinance Committee.
    - (1) Discuss and act on adding a refundable deposit fee for Town Hall rentals. *This matter was postponed.*
    - (2) Discuss and act on updated Public Nuisance Ordinance. Changes will be made as requested, and this item will be placed on the next agenda. *This matter was postponed.*
    - (3) Discuss and act on Junk Vehicle Ordinance. Changes will be made as requested, and this item will be placed on the next agenda. *This matter was postponed.*
  - (d) Planning Commission.
    - (1) Discuss and act on recommendation to approve final draft of Site Plan Review Ordinance. *Motion by Deb Gotlibson to approve the final draft of the Site Plan Review Ordinance; motion seconded by Doug Miller. Bob Cook abstained. None opposed. MC*

8. Building Permits and Fire Calls.

Building Permit Nos. 0816, 0916, 1016, 1116, and 1216 were approved.

Fire calls were reviewed. *Motion by Deb Gotlibson to bill the first \$500.00 to John Govin for the 1<sup>st</sup> grass fire on 04/14/2016 and \$499.32 for the 2<sup>nd</sup> grass fire on 04/14/2016 under Section 2(3) of the town's fire protection ordinance; motion seconded by Bob Cook. None opposed. MC*

9. Further Business.

(a) Employee, staff, and town official concerns. The Chairman indicated that because the contract with Prochnow Assessing is in Randy's name only, there is no conflict with him sitting on the BOR. The Chairman also indicated that he received a petition signed by 27 people with respect to the Treasurer's salary, but it did not have addresses or a circulator's name so he did not certify it. That is why he made the motion to lower the wage at the last meeting; he does not bring personal feelings to board meetings.

(b) Sign Treasurer's Contract. The new contract was signed by all parties.

(c) Revisit and/or reassess town reimbursement for Treasurer's monthly internet charges. Jill passed out information on her internet usage. She had to upgrade to the unlimited plan since the majority of usage is for town work. Discussion had. *Motion by Deb Gotlibson to reimburse the Treasurer monthly for the percentage of internet charges incurred for town work performed; motion seconded by Bob Cook. None opposed. MC*

(d) Approve and issue non-intoxicating beverage licenses. *Motion by Bob Cook to approve the non-intoxicating beverage licenses for Lindstrom Equipment, Value Implement, Govins Meats and Berries, and Valley Pasture Farms; motion seconded by Doug Miller. None opposed. MC*

(e) Rescind Ordinance No. 1014-2002 – Electrical Permits. *Motion by Bob Cook to rescind Ordinance No. 1014-2002; motion seconded by Doug Miller. None opposed. MC*

(f) Rescind Ordinance No. 0413-1993 – Burning Ordinance. *Motion by Bob Cook to rescind Ordinance No. 0413-1993; motion seconded by Deb Gotlibson. None opposed. MC*

(g) Discuss and review town shop and town hall key list. The list was reviewed. *No action taken.*

(h) Discuss and act on renewal of Fred Pryor Seminars annual subscription. Discussion had. *Motion by Bob Cook to renew the annual subscription to Fred Pryor Seminars; motion seconded by Deb Gotlibson. None opposed. MC*

(i) Trash complaint at N6496 532<sup>nd</sup> Street. The Clerk will send a certified letter to the owner after the new junk vehicle ordinance is published. This matter will stay on the agenda. *No action taken.*

(j) Update on prohibited land use activity at E7309 N. Co. Rd. E (640<sup>th</sup> Ave.). The Clerk handed out a copy of the email from Bob Colson with respect to this matter. *No action taken.*

(k) Update on trash complaint at N4930 610<sup>th</sup> St. The Clerk has sent out letters and is awaiting a response. *This matter was postponed.*

10. Communications:

(a) Correspondence and announcements to be brought before the board. Announcements were made, and further correspondence received was handed out to board members.

(b) Upcoming agenda items for discussion including specific items for inclusion or exclusion from future agendas. The July agenda will include review of employment applications received and highway maintenance worker interviews in closed session.

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

12. Adjourn Monthly Town Board Meeting. *At 8:57 p.m., the Chairman, Pete Prochnow, adjourned the meeting without objection.*

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Cheryl Miller, Clerk

June 24, 2016