

Minutes - TOWN OF RED CEDAR

The monthly Town Board meeting was held at the Red Cedar Town Hall, on Monday, September 12, 2016. At 6:30 p.m., Chairman, Pete Prochnow, called the town board meeting to order. Present were supervisors Deb Gotlibson, Bob Cook, Dave Leach, and Doug Miller. Also present were Cheryl Miller, Clerk, and Jill Haldeman, Treasurer.

Public Comments. Addison Vang from the Dunn Co. Planning and Zoning Department appeared and informed the board that the County was working on updating their 5-year Outdoor Recreation Plan. The Town of Red Cedar would like to be included in the County's plan.

Minutes of prior Town Board meeting (August 15, 2016). The minutes of the prior meeting were reviewed. *Motion by Deb Gotlibson to approve the minutes; motion seconded by Bob Cook. None opposed. MC*

Financials. The Treasurer's Report, including checks written, monthly receipts, and cash summary sheet, were reviewed. *Motion by Bob Cook to approve the prior month's financials; motion seconded by Doug Miller. None opposed. MC*

Current Month's Claims. The monthly claims and per diems were reviewed. *Motion by Deb Gotlibson to approve the monthly claims and per diems; motion seconded by Doug Miller. None opposed. MC*

Patrolman Report. Projects worked on for the month included completing brush mowing on the south side of town, working on sign posts, marking ditches in Cedar Falls by the boat landing, and patching. Scott Construction will be starting on 708th Avenue soon. Grader patching was performed today with Bob. The Patrolman was called in to help with the drain tile project.

Finance Committee Report. The budget income and expenses to date sheets and timesheets were reviewed. Jill handed out information re: work performed by the finance committee and second quarter itemized receipts for vehicles and road maintenance. The current balance of the building loan is \$41,831.05. She also handed out the 2015 improvements list with the updated inventory list. The 2nd Quarter Patrolman Worksheets and receipts were handed out for review by board members prior to the next board meeting.

Ordinance Committee Report. Jill provided a report of work performed by the committee and passed out the minutes from the last meeting.

Planning Commission Report and Recommendation. Cheryl provided a report of work performed by the commission and the recommendation to approve the Site Plan Review Application and Submittal Checklist. The minutes and application and checklist were reviewed. *Motion by Deb Gotlibson to approve the Site Plan Review Application and Submittal Checklist as presented; motion seconded by Doug Miller. None opposed. MC*

Building Permits. Building permit Nos. 2316 and 2416 were reviewed. *Motion by Deb Gotlibson to approve the building permits as presented; motion seconded by Bob Cook. None opposed. MC*

Asphalt overlay on 550th Ave. Information from the County was reviewed. Discussion had. *This matter was postponed*

Culvert replacement on 510th Ave. Information from the County was reviewed. Discussion had. *Motion by Deb Gotlibson to accept the \$5,000.00 estimate from the County for culvert replacement on 510th Avenue and move forward with the project; motion seconded by Bob Cook. None opposed. MC*

Revisit purchase or rental of brush chipper. The town used the 2008 Morbard M8D Cyclone brush/wood chipper on a trial basis. Discussion had. *Motion by Dave Leach to purchase the brush chipper for \$12,000.00 as per the Bobcat quote; motion seconded by Deb Gotlibson.* Further discussion had. Question called. MC Cheryl will mail in the contract with payment.

Options for winter plowing assistance. Discussion had. Lentz charges \$40.00 per hour per man, and town equipment would be used. DKS charges \$20.00 to \$28.00 per hour plus benefits. A snow emergency policy was discussed with respect to winter plowing assistance and hiring of on-call drivers. *This matter was postponed.*

Adopt and enact Dog Ordinance No. 2016-12. The ordinance was reviewed by board members. *Motion by Bob Cook to adopt and enact Dog Ordinance No. 2016-12; motion seconded by Pete Prochnow. None opposed. MC*

Review Building Permit Ordinance 2016-5 for possible updates. Discussion had. Add language – including, but not limited to: garden shed, outbuildings, additions to existing structures, decks/porches/sunrooms, greenhouses, and in-ground swimming pools. The fees listed within the document will be removed, and it will be noted that current fees are listed in the Town's Fee Schedule. Jill will make the corrections. *This matter was postponed.*

Review Per Diem Policy for possible updates. Discussion had. The On The Farm Twilight Meeting will be removed, and reference to the Clerk and Treasurer receiving per diems will be removed. *This matter was postponed.*

Determine permit fees for exceptions allowed under Public Nuisance Ordinance 2016-9. Discussion had. *Motion by Deb Gotlibson to enact fees for each exception under the Public Nuisance Ordinance of \$100.00 per year if on two acres or less and \$500.00 per year if on two acres or more; motion seconded by Bob Cook. None opposed. MC* Jill will make the changes.

Dunn Co. Unit WTA annual banquet registration and fees. Six will attend (Deb, Dave, Pete and Guest, and Cheryl and Guest). Currently, the town pays for the meals but not a per diem for attending. *Motion by Dave Leach to have the town pay for both the banquet meals and per diems. No second was made. Motion failed.*

Renewal of Prochnow Assessing 3-year maintenance contract (2017-2019). The assessor, Randy Prochnow, was present and informed the board that at this time, the town is in compliance for the next four years before a reassessment must occur. The Town should revalue and reassess after the three-year contract expires. *Motion by Dave Leach to approve and accept the 3-year contract with Prochnow Assessing; motion seconded by Bob Cook. None opposed. MC*

WTA Turnout for Transportation meeting – identification of three infrastructure issues. South Ney Road from 12/29 to Co. Rd. E; Ball Diamond Road from Co. Rd. J to Co. Rd. Y; and 510th Avenue from 610th St. to Co. Rd. J were identified. Pete will take pictures and get them to Cheryl to provide to the WTA.

PSC/broadband grant approval. There will be a \$150.00 hookup fee per location. 24/7 Telcom will host a resident/business informational meeting at the Town Hall on September 14, 2016 at 6:30 p.m.

Update on prohibited land use activity at E7309 N. Co. Rd. E (640th Ave. – Larson/Siler property). The most recent correspondence from the County was reviewed. *This matter was postponed.*

Work on Town Board budget. The proposed, final draft of the 2017 budget was reviewed and discussed. It will be finalized for the November elector meeting.

Correspondence and announcements were brought before the board, and upcoming agenda items were discussed.

The next meeting date was set for Monday, October 10, 2016 at 6:30 p.m.

At 8:46 p.m., 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: September 23, 2016