

## Town of Red Cedar

### Minutes of Monthly Meeting

December 16, 2013

A notice of the meeting was published in the Dunn County News, and the Agenda was legally posted at Sinz Plumbing, Value Implement, the Clerk's office, the Town Hall, and online at the Town's website ([townofredcedar.com](http://townofredcedar.com)).

1. **Call to Order:** The Town board meeting was called to order by Ron Robelia, Chairman, at 7:12 p.m. Roll call, quorum call, and verification of public notice and approval of the agenda of the town board meeting were had. The following board members were present: X Chairman (Ron Robelia); X Supervisor 1 (Debra Gotlibson); X Supervisor 2 (Andy Gansberg); X Supervisor 3 (Dave Leach); X Supervisor 4 (Doug Miller); X Clerk (Cheryl Miller); and X Treasurer (Jill Haldeman).
2. **Meeting Minutes:** Board members reviewed the prior month's minutes. *Motion by Deb Gotlibson to approve the prior month's minutes; motion seconded by Doug Miller. None opposed. MC*
3. **Public Hearings:** None.
4. **Public Comments:** Bruce Olson and Teresa Olson appeared before the board with attorney Tom Griesheimer of Bakke Norman. The Olsons want to rezone their property from A3 to a commercial category since they have been having weddings at their property location for the last few years. They intend to file paperwork with the County and appear before the PRD in January to go over issues which need clarification first, and then they will return before the Town Board with respect to a re-zone.
5. **Financials:**
  - (a) Board members reviewed the Treasurer's Report for the prior month, including checks written, monthly receipts, and cash summary sheet. *Motion by Deb Gotlibson to approve the Financials; motion seconded by Dave Leach. None opposed. MC*
  - (b) Monthly and upcoming CLAIMS and PER DIEMS were brought before the board for review and discussion. DG move; DM second. *Motion by Deb Gotlibson to accept the per diems and claims and bills; motion seconded by Doug Miller. None opposed. MC*
6. **Reports and recommendations for consideration and possible action:**
  - (a) Patrolman. Road work – the patrolman informed the board on projects worked on for the month as follows: *plowed snow; Ford had electrical problems; International had issues and went in to Eau Claire for service; signs were ordered and received; PACER has been completed and turned in.*
  - (b) Finance Committee – report of work performed and possible recommendations. *Deb Gotlibson informed the board that the committee is working on monthly review of bills and claims right now.*
  - (c) Ordinance Committee – report of work performed and possible recommendations. *Jill Haldeman passed out information to board members on policies and ordinances being worked on.*
  - (d) Planning Commission – report of work performed and possible recommendations. *Cheryl Miller informed the board on the status of the mapping process and that the alternate commission member resigned.*
7. **Building Permits/Fire Calls were brought before the board for approval:**
  - (a) **Fire Call** - E5728 490<sup>th</sup> Ave., 10/28/2013, Strand, vehicle and structure fire, \$1,729.32. Reports and bills reviewed. *Motion by Deb Gotlibson to bill the owner the full amount; motion seconded by Doug Miller. None opposed. MC*
8. **Old Business:**
  - (a) **Renew Patrolman's Contract.** Contract signed by all parties.
  - (b) **Wage increases for part-time employees.**

*At 8:34 p.m., a motion was made by Deb Gotlibson to go into closed session to discuss employment contracts and increase in wages of Patrolman, part-time employees, and then reconvene; motion seconded by Doug Miller. None opposed. MC*

*At 8:52 p.m., a motion was made by Deb Gotlibson to go back into open session to discuss and take possible action related to the subject matter discussed; motion seconded by Andy Gansberg. None opposed. MC*

*After reconvening into open session, a motion was made by Andy Gansberg to increase the part-time employee wages to \$18.00 per hour with a freeze on increases in the near future; motion seconded by Deb Gotlibson. None opposed. MC*
  - (c) **John Deere proposal for new tractor.** Discussion had. *Motion by Deb Gotlibson to table this matter until March to revisit it and put it out for bids; motion seconded by Doug Miller. None opposed. MC*

- (d) Direct Deposit/Quickbooks. Discussion had. The Clerk will set this up for the Patrolman.
- (e) Set caucus date for Monday, January 13, 2014 at 6:30 p.m.; verify candidacy of Supervisors 3 and 4. *Motion by Deb Gotlibson to set the caucus date as stated; motion seconded by Andy Gansberg. None opposed. MC*

9. **New Business:**

- (a) Nominate and appoint poll workers for 2014-2015 election cycle. List of poll workers reviewed. *Motion by Deb Gotlibson to appoint the poll workers as listed; motion seconded by Doug Miller. None opposed. MC*
- (b) Millrates and Final Assessed Values for Township. Figures were reviewed. *No action taken.*
- (c) Snow plowing private driveways, parking lots, roads/contracts. Discussion had. Currently plowing Little Elk Creek Church and St. Katherine's. *Motion by Ron Robelia to continue plowing through this winter, contact them in March to inform them that we will no longer plow for them after this winter due to State statutes, and to not take on any new parking lots; motion seconded by Andy Gansberg. None opposed. MC*  
Further discussion had on plowing of subdivisions and need for contracts with Timber Ridge, Emerald Crest, and Southfields/Bob Rosendahl. The Clerk and Chairman will look for sample contracts.
- (d) Adopt policy to delegate authority to a certain official or employee to declare a snow emergency if necessary. Discussion had. *Motion by Andy Gansberg to delegate this authority to the Town Chairman or to Head Patrolman; motion seconded by Deb Gotlibson. None opposed. MC*

10. **Communications:**

- (a) Announcements were made, and communications and correspondence recently received were brought before the Board by the Clerk, Treasurer, and/or Town Officers. *There was no discussion or action taken on the following correspondence, communications, and announcements:*
  - Clerk – passed out information and correspondence received.
  - Treasurer –SW guides went out; hall reserved for Saturday, 12/21/2013; Sat. March 28<sup>th</sup> 4H will clean hall.
  - Chairman – Re-applying for Ney Road TRIP; gravel pit on Co. Rd. E 3-year plan for road project.
- (b) Upcoming agenda items, if any, were discussed for inclusion or exclusion at next month's meeting:
  - Tabled matters.
  - The Cut Off/attorney's fees and costs incurred by town. Request that owners appear.
  - New Snow Plow truck.

11. **Next Meeting:** The next meeting date was set for Monday, January 13, 2014 at 7:00 p.m., or immediately following the Town Caucus at 6:30 p.m.

12. **Adjourn:** Said meeting was adjourned at 9:42 p.m. *on motion of Doug Miller and second by Andy Gansberg.*

Date:

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Cheryl Miller, Clerk (*subject to Town Board approval at subsequent month's regular meeting*)