**APPROVED**

Regular Board Meeting

Tuesday August 08th 2023

7pm

1. Chairman Jochimsen called the meeting to order at 7:00pm.
2. The Pledge of Allegiance was recited.
3. Roll Call: Present:

Chairman Kurt Jochimsen

Supervisor Paul Drexler

Supervisor Lori Hollatz

Clerk Alexandra Skaya

Treasurer Julaine Aschenbrenner

Roads Supervisor Luke Serwe

Sanitation Employee George Schneider

Fire Commissioner Gary Heil

1. **Public Comment** -
	1. Joe Kiwak commented that since we would be discussing the propane contract at tonight’s meeting that the board should look into filling up now prior to winter while prices are lowest. He wasn’t sure if we knew how much propane was used per year and if the town filled both tanks now if it would be enough to last until next spring.
2. **Minutes** – Motion (Hollatz/Drexler) to approve the town board meeting minutes from the July 11th, 2023 meeting. Motion carried.
3. **Voucher Approval** - Motion (Hollatz/Drexler) to approve vouchers 17846 - 17869 including automatic withdrawals totaling $66,410.44. Motion carried.
4. **REPORTS:**
	1. **Road Report** – Luke Serwe provided the road report. The River Road project is almost complete and should be done within the week. Plan is to move onto Eau Pleine Road followed by Balsam Road West. The wires on graders were rubbed through which caused the air conditions to not work but have since been fixed. Luke spoke with Chris Kafka regarding Bob’s Lane, and he will work with Chris to reshape the shoulders and they have agreed to add 10 loads of gravel to the road. Luke will arrange this and let clerk know if any bills need to be sent out to the residents of Bob’s Lane. Luke plans to talk with Scott Dennee from the Village of Stratford in regard to possibly purchasing their old plow truck from them. Scott also let Luke know that Kafka comes out to grind down their brush pile for them, so Luke will check into the cost of getting Kafka to grind the brush pile at the town garbage site.
	2. **Fire Commission** – Gary Heil provided the fire commissioner report. The new ambulance is completed and in the process of being shipped to Minneapolis. At the next fire commissioner meeting it will be decided on whether or not the fire department will be keeping the second ambulance. If keeping, there will need to be an additional $12,500 in the equipment fund per year in addition to the $3400 needed to outfit the start plus maintenance and depreciation. It was suggested that the fire department do a one year trial with the two ambulance to evaluate if it is beneficial and economical. The town board would support a one year trial. The Stratford Quarterback Club requested permission to use the fire department during the season for after football games for their “5th quarter”. Permission was granted and the club will take care of an insurance requirements.
	3. **Treasurer’s Report** – Julaine Aschenbrenner provided the Treasurer’s report including the cash balances. Motion (Hollatz/Drexler) to approve the Treasurer’s report. Motion (Hollatz/Drexler) to transfer $60,000 from the tax savings account to general checking to cover expenses. Motion carried.
	4. **Clerk Report** – Alexandra Skaya provided the Clerk Report. Regulatory filings have been completed. Clerk Skaya completed the MaryEl Boat Landing grant application, met with Computer TR regarding town hall security, continued work on budget to actual and followed up liquor licenses questions along with the regular monthly duties.

**UNFINISHED BUSINESS**

1. **Town Garage** – Ratsch engineering provided three different designs for the town garage. All three options were reviewed and discussed. Motion (Hollatz/Drexler) to approve option #1 with monoslope roof. Motion carried.
2. **Town Hall Security –** Clerk Skaya met with Computer TR for a walk through of the town hall in order to receive an up-to-date estimate. Computer TR provided an estimate of $2065.00. This includes the labor and installation of 4 cameras. Motion (Hollatz/Drexler) to accept Computer TR bid of $2065.00 and to move forward with installation. Motion carried.
3. **Wisconsin Election Commission (WEC) Grants –** Due to changeover in staff on the state level, the .gov grant has taken longer than expected. KerberRose is aware and will update as soon as they are ready to move forward.
4. **MaryEl Boat Landing –** The grant has been submitted for the MaryEl boat landing.
5. **Liquor License –** Clerk Skaya has been working with the Department of Revenue on details surrounding how many liquor licenses the Town of Cleveland is authorized to distribute. The liquor license quota was established in December of 1997 and at that time a notice was placed stating the number of Class B liquor licenses and reserve licenses the town has. Clerk Skaya is trying to locate this notice and if it is unable to be found, will work with the DOR on the formula used to establish this quota. Archived records show that as of 2005 the town did authorize 5 liquor licenses.
6. **Lock Box –** The town has a lock box that can be utilized for communication purposes. Luke would need to set up outside of the hall. Motion (Hollatz/Drexler) to put lock box with code that will be dispensed per the board’s discretion. Motion carried.

**NEW BUSINESS**

1. **Fall Newsletter –** Clerk Skaya will begin working on the fall newsletter and asks boards members to prepare their portion by the September meeting.
2. **Propane Contract –** Paul Drexler will check into current propane rates and if a winter contract is needed. Paul and Luke will check the propane tanks to see how much propane is used and how if a fill is done this fall if we would need to refill before next spring.
3. **2024 Budget –** Clerk Skaya will begin work on the 2024 budget and will have a draft prepared for review at the September meeting.
4. **Correspondence –**
	1. There are several new road grants that were presented at the Western Towns meeting and the board is looking into whether or not the town would eligible for any of these grants.
	2. Information was provided at the Western Towns meeting regarding septic tanks and possible replacement as well as grants or loans to help assist with this. Information can be collected at the town hall if interested.
	3. Winter garbage hours will begin September 9th on Saturdays from 10-1. These hours will continue until Summer 2024.
5. Motion (Hollatz/Drexler) to adjourn at 7:51pm. Motion Carried.
6. Submitted by: Alexandra Skaya, Clerk on August 12th, 2023 - Next Regular Board Meeting Tuesday September 12th, 2023