**APPROVED**

Regular Board Meeting

Tuesday October 3rd, 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 (late)

Roads Supervisor Luke Serwe

Sanitation Employee George Schneider

Fire Commissioner Gary Heil

1. **Public Comment** -
	1. Jan Arndt is a new Town of Cleveland resident and inquired about dog licensing, garbage process, and registering to vote.
	2. Joe Kiwak spoke about wind turbines. The VFW was having an open meeting Wednesday, October 4th with Farmland First from 3-7pm and some community members were doing a peaceful protest.

1. **Minutes** – Motion (Hollatz/Drexler) to approve the town board meeting minutes from the September 12th, 2023, meeting. Motion carried.
2. **Voucher Approval** - Motion (Hollatz/Drexler) to approve vouchers 17900 – 17922 including automatic withdrawals totaling $60,168.32. Motion carried.
3. **REPORTS:**
	1. **Road Report** – Luke Serwe provided the road report. 2 culverts were replaced on Balsam Road east, just waiting for diggers hotline to come out to finish digging up by some of the driveways. The driveway for the new town garage has been completed. Heartland Hills is needed a few loads of granite and possible reshaping before winter, Luke will also put some snow markers up around a back turn. Grader blade broke and we will need to order new ones. Luke will do bidding on a potential new town truck and sander which ends on October 10th, 2023.
	2. **Fire Commission** – Gary Heil provided the fire commissioner report. The upcoming meeting has been changed to October 12th, 2023, and Gary will be unable to attend so Paul Drexler will go in his place. Gary has been approved to vote by proxy in regards to whether the fire department will keep a second ambulance. If the vote is not approved, then they will sell the old ambulance.
	3. **Treasurer’s Report** – Alexandra Skaya provided the Treasurer’s report including cash balances. Motion (Hollatz/Drexler) to approve the Treasurer’s report. Motion carried. Motion (Hollatz/Drexler) to transfer $30,000 from tax savings to general checking to cover expenses. Motion carried.
	4. **Clerk Report** – Alexandra Skaya provided the Clerk Report. Regulatory filings have been completed. Payment for the WEC .gov grant was received. Clerk Skaya will be bringing the DS-200 and Expressvote machines to the county for software updates. The recycling grant has been completed and filed. Work was completed on the liquor licenses resolution, records management ordinance, fall newsletter, Balsam Road grant, budget to actual, and the 2024 Budget.
	5. **Sanitation Report –** Alexandra Skaya provided an update of the sanitation report. GFL Green for Life, is increasing their monthly garbage/recycling pick up rates. Previous cost was $586.94 per month, new monthly cost will be $645.64. The garbage collection site has a currently monthly revenue average of $1,127. Year to date garbage revenue is $10,141 and garbage expenses are $12,348, leaving a current deficit of $2,207.

**UNFINISHED BUSINESS**

1. **Town Garage** – Luke provided an update on the Town Garage. Since the driveway is now complete, he will contact the engineer about moving forward.
2. **Liquor License Resolution –** Clerk Skaya provided the board with the liquor license resolution which states that the Town of Cleveland is currently allowed to distribute 5 liquor licenses. If the population increases by 500 residents, then the town would add another.
3. **Fall Newsletter –** The fall newsletter will be sent to Cher Monofils for design purposes and then to Heinzen for printing and mailing.
4. **Propane Contract –** The town is unable to get the unused deposit back from Ritchie Oil for 2022 prepaid contract. Ritchie Oil did fill the tanks on October 2nd and based on a prepay discount the total was $1.29/gallon. There is still a remaining credit on file that the board will use up in the spring and will then readdress the propane contract for the 2024 fall season. Motion (Hollatz/Drexler) to rescind the motion approved at the September 12th, 2023, board meeting to accept propane contract through River Country at $1.299/gallon with a prepay of 2500 gallons. Motion Carried. Chairman Jochimsen did attempt to contact River Country but did not hear back.
5. **Records Management Ordinance –** Clerk Skaya provided the board with the records management ordinance. This ordinance is a state statue to be able to organize, preserve, and/or destroy town records. Per this ordinance, clerk Skaya will begin to go through the town hall records currently stored at the town hall and will work with the Wisconsin Historical Society for maintenance. Motion (Hollatz/Drexler) to adopt the Wisconsin Municipal Records Schedule Ordinance. Motion carried.
6. **Balsam Road Grant –** The board discussed which direction they would be moving forward with to apply for the Balsam Road East grant. The board will apply for the revised 2024 blacktop project of Balsam East. Clerk Skaya will each out to Stephanie Christensen for help with drafting and submitting this application.
7. **2024 Budget Review –** Clerk Skaya provided a detailed 2024 budget overview. A summary of this budget will be posted in the record review, at the town hall and town garage, and online. This budget will be reviewed again at the Levy meeting. Motion (Hollatz/Drexler) to accept the presented 2024 budget. Motion carried.

**NEW BUSINESS**

1. **MaryEl Boat Landing –** Chairman Jochimsen spoke with Scott Blado of the Wisconsin Valley Improvement Company in regards to the application that the Town submitted. We are hoping to hear back from them on the status of this application before the end of the year.
2. **WISLR/PACER Reports –** The Town is required to submit the yearly WISLR report and bi-yearly PACER report this coming December. Luke Serwe will begin with the WISLR report which shows what was done on every township road this past year. Clerk Skaya will submit this report online and then work will begin on the PACER report.
3. **Set Levy Meeting –** Motion (Hollatz/Drexler) to set the levy meeting for November 14th, 2023, at 6:30pm. Motion carried. The regular November board meeting will take place following this meeting at 7pm.
4. **Correspondence –**
	1. The highway committee will not meet again until Spring 2024.
5. Motion (Hollatz/Drexler) to adjourn at 9:01pm. Motion Carried.
6. Submitted by: Alexandra Skaya, Clerk on October 16th, 2023 - Next Regular Board Meeting Tuesday November 14th, 2023.