**APPROVED**

Regular Board Meeting

Tuesday January 9th, 2024

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

1. **Public Comment** – None.
2. **Minutes** – Motion (Hollatz/Drexler) to approve the town board meeting minutes from the December 12th, 2023, meeting. Motion carried.
3. **Voucher Approval** - Motion (Hollatz/Drexler) to approve end of year vouchers 17977 – 17986 including automatic withdrawals totaling $19,766.58 and January vouchers 17987 – 18005 including automatic withdrawals totaling $790,179.88. Motion carried.
4. **REPORTS:**
	1. **Road Report** – Luke Serwe provided the road report. It was a quiet December and grading was done when the weather allowed. The stop sign at the intersection of Balsam Road and Hwy M has been fixed. Luke worked on the fenders of the grader and it was also pressure washed and greased.
	2. **Fire Commission** – None.
	3. **Treasurer’s Report** – Julaine Aschenbrenner provided the Treasurer’s report including cash balances. Motion (Hollatz/Drexler) to approve the Treasurer’s report. Motion carried. Motion (Hollatz/Drexler) to transfer $723,853.93 from the tax savings account to general checking account to cover expenses. Motion carried. The January settlement has been completed and tax payments are continuing to be processed as they are received.
	4. **Clerk Report** – Alexandra Skaya provided the Clerk Report. Regulatory filings have been completed. The annual state tax filing and Federal 941 filings are completed. Clerk Skaya completed the DOR statement of taxes, 1099s, and W2/W3 submissions. The 2023 finalized budget will be completed by the February meeting.

**UNFINISHED BUSINESS**

1. **Town Garage** – The new address has been approved for the new garage site. The new address will be 214478 County Road M.

**NEW BUSINESS**

1. **Invoice Correction from Dec. Meeting –** Clerk Skaya explained errors that occurred on the December 2023 invoice report at the December meeting. The corrected ledger was provided. Motion (Hollatz/Drexler) to approve the corrected vouchers 17952 – 17976 including automatic withdrawals totaling $24674.41 from the December board meeting. Motion carried.
2. **2024 Road Improvement Plans** –
	1. Balsam Road – Kurt spoke with a representative from American Asphalt and will work with them to create the appropriate language that will be needed in order to put the project out for bids this coming spring.
	2. Culvert to be replaced on Foster Road.
	3. Misc. projects will be discussed as needed if budget allows.
3. **Correspondence –** The quarterly WTA meeting will be on Thursday, January 25th in the Town of Cassel. The Town of Cleveland will be hosting the next quarterly meeting in April at the Town Hall.
4. **Closed Session & Adjournment –** The board did not go into closed session. Employee evaluations were discussed for sanitation employees Adam Schneider and George Schneider, road employees John Deiler and Connor Serwe, and roads supervisor Luke Serwe. Sanitation employee Adam Schneiders current wage is $16.50 per hour and George Schneider is currently $17 per hour. Road employees are both currently at $19.50 per hour and Luke Serwe is currently at a yearly salary of $41,910. Motion (Hollatz/Drexler) to approve wage increases from Adam Schneider and George Schneider by 3% going from $16.50 per hour to $17 per hour and $17 per hour to $17.50 per hour respectively, increase road employee wage by 8% going from $19.50 per hour to $21 per hour, and Luke Serwe to increase by 3% from $41,910 to $43,167 yearly. Motion carried.
5. Motion (Hollatz/Drexler) to adjourn at 8:00pm. Motion Carried.
6. Submitted by: Alexandra Skaya, Clerk on January 20th, 2023 - Next Regular Board Meeting Tuesday February 13th, 2023.