**APPROVED**

Regular Board Meeting

Tuesday July 11th 2023

7pm

1. Chairman Jochimsen called the meeting to order at 7:04pm.
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

Absent: Fire Commissioner Gary Heil

1. **Public Comment** -
	1. Shardell Meidl has some questions/concerns regarding septic tank systems, especially those around the MaryEl subdivision. In the past there was discussion about how many of the septic tank systems are failing and they would all have to be upgraded by 2022. This deadline has come and gone, and she hasn’t heard if that is still something that needs to be done and if there may be any grants available to help assist with this. Also, to see if a property is not currently approved for a mound if one could take the existing drain field and get rid of that and add sand which would then make it acceptable for a mound system to replace where the drain system was. Mrs. Meidl also made mention of a neighbor who does not take care of their property and not sure what is done regarding a situation like this.
	2. Tim Sondelski is the new member of the board of supervisors for district 25. His contact information is on our website and if any residents have any questions or concerns, they can feel free to contact him.
2. **Minutes** – Motion (Hollatz/Drexler) to approve the town board meeting minutes from the June 06th, 2023 meeting. Motion carried.
3. **Voucher Approval** - Motion (Hollatz/Drexler) to approve vouchers 17822 - 17845 including automatic withdrawals totaling $48,569.07. Motion carried.
4. **REPORTS:**
	1. **Road Report** – Luke Serwe provided the road report. The project on River Rd has begun. Luke is ditching and digging out soft spots and to date is about halfway done. Once this is complete, Luke plans to move onto digging ditches on Eau Pleine Rd then move onto Balsam. Once culvert will need to be replaced during this project and if the road needs to be closed for a day or two Luke will make sure to give proper notice to residents. 5 loads of dust control have been applied on all township roads, 1 more load is expected to finish out this round of application.
	2. **Fire Commission** – Gary Heil sent an email to Clerk Alexandra Skaya with a short report. There was no fire commissioner meeting last month and no other issues have come up. They are finished with the floor and are mounting circulating fans now.
	3. **Treasurer’s Report** – Julaine Aschenbrenner provided the Treasurer’s report including the cash balances. Motion (Hollatz/Drexler) to approve the Treasurer’s report. There was discussion on interest rates and how the town can best maximize their funds to take advantage of this in any way. Treasurer Aschenbrenner stated that the majority of our accounts are in money markets so unless we put funds into a CD that we would probably not get better rates. Currently, a 13-month CD has a rate of 4.1% interest for any amount over $10,000. Motion (Hollatz/Drexler) to transfer $25,000 out of contingency fund and $60,000 out of the equipment fund to put into a 13-month CD. Motion carried.
	4. **Clerk Report** – Alexandra Skaya provided the Clerk Report. Regulatory filings have been completed. Clerk Skaya completed the garbage ordinance, compliance assurance plan, WEC Grants and liquor licenses. The current budget to actual was reviewed.

**UNFINISHED BUSINESS**

1. **Town Garage** – Ratsch has begun the engineering details for the town garage. They will update township with plans and any details when moving forward.
2. **Town Hall Security –** Clerk Skaya spoke with Computer TR out of Abbotsford in regard to questions and more detail regarding the town hall security. They would put in 4 different cameras, one at each entrance and one on a light pole to view the parking lot. There is no monthly charge, it is just the initial purchase charge and labor. All cameras could be viewed from the office on a monitor and can also be set up to view on a cell phone if desired. Clerk Skaya will reach out to them to check how far the viewing for the parking lot cameras would be or if 2 cameras would be required, and also to see if they will do a site visit in order to get an more accurate estimate of services.
3. **Wisconsin Election Commission (WEC) Grants –** The ADA election grant was approved, and the town received reimbursement for 2 new stand-alone ADA voting booths and headphones for the express vote machine. No update on the .gov grant and clerk Skaya will reach out to KerberRose to check status on this.
4. **Election Voting Booths –** Due to high volumes of voter turnout it may be beneficial to have more secure voting areas to ensure flow of voters. An official tabletop voting privacy screen is available to purchase for $22 through the election systems and software website. Motion (Hollatz/Drexler) to purchase 4 additional tabletop voting privacy screens. Motion carried.
5. **Garbage Ordinance & Compliance Assurance Plan (CAP) –** Clerk Skaya completed the garbage ordinance and compliance assurance plan for the board to review prior to the meeting. These two documents are required in order to be eligible for the recycling grant through the DNR. Motion (Hollatz/Drexler) to accept the garbage ordinance and compliance assurance plan for the Town of Cleveland. Motion carried.
6. **Wind Energy Ordinance –** No further updates.
7. **MaryEl Boat Landing –** Clerk Skaya is in the process of applying for a grant to help update the MaryEl boat landing and possibly receive reimbursement for work already completed. Luke Serwe provided estimates for this work, which would include extending the parking lot and creating a better flow for water because right now the water overflows into the road.
8. **Assessor Contract –** Jeremy Kurtzweil provided his resume at the June board meeting. The board reviewed this resume. Motion (Hollatz/Drexler) to accept Jeremy Kurtzweil as the new town assessor under a 3-year contract from 2024-2026. Motion carried.

**NEW BUSINESS**

1. **Bob’s Lane Invoice/Letter –** Clerk Skaya completed invoices for the work done on Bob’s Lane from December 2022 through June 2023. Luke Serwe expressed concerns over the conditions of the road and a letter will be sent to the residents of Bob’s Lane with their invoices with details of what Luke is considering. This work would include 40 loads of granite and labor costs. Bob Boeger is the spokesperson for Bob’s Lane so the town will communicate with him regarding the residents decision in moving forward.
2. **Shared Revenue –** The recently passed Act 12 law passed on June 20th will increase the amount of shared revenue that the town receives. Currently, the town receives $29,520 in shared revenue, will this law passing an additional supplemental payment of $55,129 every year beginning in 2024.
3. **Liquor License –** Chairman Jochimsen was contacted regarding the possibility of an establishment obtaining a liquor license. Currently the town is allowed 3 liquor licenses every year. Clerk Skaya will look into the possibility of receiving authorization from the state to issue another liquor license within the town.
4. **Lock Box –** The Marathon County Sheriff's Office has indicated that on occasion they would like to post notices on the town communication board in the town hall parking lot. Currently there is not access for them unless a board member, clerk, or treasurer would be able to unlock for them. They expressed that other townships have a lock box available with the key inside so they would be able to post items without having to disturb anyone. Clerk Skaya will see if we have a lock box available and will present this at the August meeting.
5. **Correspondence –**
	1. The Western Towns Association will have their quarterly meeting on Thursday July 27th.
	2. There will be a sheriff sale on August 1st, the notice is available on our website or at the town hall communication board.
	3. Marathon County will be having a listening session regarding elderly/disabled transportation information. The notice is available on our website or at the town hall communication board.
6. Motion (Hollatz/Drexler) to adjourn at 8:22pm. Motion Carried.
7. Submitted by: Alexandra Skaya, Clerk on July 18th, 2023 - Next Regular Board Meeting Tuesday August 8th, 2023