

**M403 ELM STREET
TOWN BOARD MINUTES
January 11, 2016 7:00 PM**

The meeting was called to order at 7:00 p.m. by Chairperson Carolyn Opitz.

The Pledge of Allegiance was recited.

Roll Call: Debbie Derfus, Dave Swenson, Carolyn Opitz, Gary Franz and Joe Burger – All Present.

Visitors: Clem Safranek from MSA introduced Dave Krueger, Project Engineer. MSA Professional Services was asked about finding funding for lighting and will work with our CIP Plan. Kirk Skoog was the previous contact person from MSA.

Dave/Debbie moved to change the Agenda so as to allow John Bujalski to give his Plan Commission report. All Ayes.

John reported that the Larry and Sara Yaeger re-zoning is now complete. John also reported on the Town of McMillan Subdivision work that is being done, more responsibility for the developers with fees assessed to them. This discussion and Subdivision work will be brought back to the Town Board next month.

Comments from Audience: Carolyn introduced Patti Rahn, a new Deputy Clerk for our township.

Approval of Minutes

Debbie/Dave moved to approve the Town Board Meeting minutes of December 28, 2015, with the following changes noted to those minutes. # 1 – Joe/Debbie moved to approve Marshfield Insurance Agency through Continental Western Insurance Company as our insurance provider for 2016 for our Town and Fire Department coverages, total costs of \$18,833.00. # 2 – The payment for Lorrie Bauer – EMS Training (\$340.00) was removed from the designation of year-end funds, correctly stating the money for the Highway Dept. – road repairs to be \$72,167.62.

Roll Call: Debbie, Dave, Carolyn, Gary and Joe – All Ayes.

Debbie noted in the future no checks are to be written without Board approval.

Reports:

Plan Commission – John Bujalski submitted the following report;

See John's report above.

Fire Department - Rod Bauer submitted the following report;

Fire Department Report for the Town Board – 1-11-16

Number of calls to date:

EMS Calls – 8 Medical Calls

Fire Calls - 1 Mutual Aid with Stratford Fire Department

2 Motor Vehicle Accidents

New Applicant to Fire Department – The Fire Department has accepted Jeremy Brockman as a new member.

Rod has ordered two multigas meters and one single gas meter for the department. They are all from Drager. The department will be sending two members to Mosinee for Firefighter 11 class. The two "Emergency Scene Ahead" signs are at the department to help control traffic on scenes.

EMS Update: The EMS group has submitted the training paperwork for two new skills. The skills are Aspirin and Narcan. Just waiting for the approval from the State and then these skills will be in place. Lorrie will be ordering the traction splint for the group to train on and then submit paperwork to the State for this advanced skill.

Library – Ruth Voss – No Report.

Supervisors:

Carolyn Opitz – Garbage, Ordinances, Newsletter.

Carolyn reported that the next Western Towns Association Meeting will be on January 28, 2016 at the Town of Emmet.

David Swenson – Highway

Dave again stated that residents of our Township should not be pushing snow across roads.

Debra Derfus – Buildings & Grounds, Website

Nothing new to report at this time.

Joe Burger – IOH PERMITS – TOWNHALL MAINTENANCE

Nothing new to report at this time.

Gary Franz – NEWSLETTER – TOWNHALL MAINTENANCE

Nothing new to report at this time.

Clerk –

Financial Report for the Month of December, 2015

The beginning cash on hand was \$327,736.87. Receipts for the month of December totaled \$1,723,047.82. Total disbursements for the month were \$95,311.38. In order to reconcile to the cash balance on hand, we add back the \$5,301.42 in unpaid payroll tax liabilities for December, and subtract the November payroll tax liabilities of (\$1,950.90) that were paid in December. The ending cash balance at 12/31/15 was \$1,955,473.31.

Approval of Checks Written from 12/29/2015 to 1/11/2016

The check register from 12/29/2015 through 1/11/2016 totals \$1,368,674.49 and is comprised of checks numbered # 13931 - # 13976, excluding voided checks # 13961 and # 13967. Also, does include checks # 77 and # 78, documentation prepared for automatic withdrawals from our checking account. Checks # 13884 - # 13930 were shown in the previous Clerk's report.

Debbie/Joe moved to approve and accept the Clerk's financial report and the checks as listed above.

Roll Call: Debbie, Dave, Carolyn, Gary and Joe. All Ayes.

Treasurer -

Financial Report:

Checking Account Bank Balance \$143,809.19

Minus: Outstanding Checks	(50,826.57)
Checking Account Balance - 12/31/15	92,982.62
Tax Savings Account	1,722,048.85
Fire Department Equipment CD (3/12/16)	20,109.67
Public Works Replacement Apparatus CD (1/18/16)	80,212.06
Park Fund Savings Account	6,998.36
Volunteer Firefighters Fund Savings Account	33,121.75
Total Cash on Hand –12/31/2015	1,955,473.31
Citizens State Bank of Loyal Loan on 2002 Fire Truck	\$113,392.76

Debbie/Dave moved to accept the Treasurer’s Financial Report as presented and to transfer \$1,950.00 from our General Checking Account to the Park Fund Savings Account.

Roll Call: Debbie, Dave, Carolyn, Gary and Joe. All Ayes.

Unfinished Business –

None

New Business –

Approve/Disapprove action on Public Works Replacement Apparatus CD, maturing 1/18/2016.

Dave/Debbie moved to extend the CD for 3 months to 4/18/2016.

Roll Call: Debbie, Dave, Carolyn, Gary and Joe – All Ayes.

Approve Resolution for re-zone of Sara and Larry Yaeger.

Debbie/Dave moved to approve the Resolution for re-zoning the land of Sara and Larry Yaeger per the recommendation from the Plan Commission.

Roll Call: Debbie, Dave, Carolyn, Gary and Joe – All Ayes.

Debbie/Dave moved to adjourn at 7:45 p.m. All Ayes. Adjourn.

