

Town of Medina Board of Supervisors  
April 5, 2017 -- Town of Medina Garage  
Monthly Meeting of the Town Board

The meeting was called to order at 7:00 PM by Chairman John Hellenbrand

Present were Chairman John Hellenbrand, Supervisors Sue Zingshiem, Timm Kersten, Todd Weinberger, John Ward, Clerk Ron Jacobson (arrived at 7:05) and Treasurer Lea Braithwaite. Also present were Town Patrolman Jim Hellenbrand, Steve Napel, Jim Lowery, Sam Anderson, Phillip Braithwaite, Todd Boetzel, Tammy Boetzel, Nathan Paoli, Cathy Kozlowicz (Courier) arrived at 7:50 PM.

Pledge of Allegiance was recited.

Meeting was posted on April 1, 2017.

#### ADMINISTRATIVE

Approval of Previous Minutes: Board members indicated the road inspection names need to be switched around, this was completed prior to the meeting. Motion by Todd Weinberger, 2<sup>nd</sup> by Timm Kersten to approve the minutes from March 1, 2017 and March 8, 2017. Motion carried 5-0.

Monthly Operating Invoices and the Voucher Summary Report were reviewed with a motion to approve by John Hellenbrand, 2<sup>nd</sup> by John Ward, motion carried 5-0.

Treasurer's report was presented including information on March income of \$2,319.31.

Highway report: Jim Hellenbrand reported on road salting earlier in March, there was some tree and sign damage due to high winds, Berlin Road was graded, all the road name signs are now up to date, the culverts on Canal Road are here and ready to be installed, he attended the Hazardous Waste training and will supply Supervisor Zingshiem with information from the training because some pertains to the waste/recycling center, the fire extinguishers had the annual inspection, there has been trash deposited on several roads, the weight limits have been removed and the repairs on trucks was discussed.

EMS-Fire: Chairman Hellenbrand reported that the EMS and Fire Department are working on the agreement for shared services. There will be a need to meet regarding the review of the District EMS and District PSB agreements. Further Discussion will be under new business.

Public Appearances: Todd Boetzel requested information on the process to add additional land to their property. An application will need to be submitted to the Town and County to complete this. He is to submit the application in the future.

#### OLD BUSINESS

TASC Account- TASC representatives were not available to attend the meeting. The status of the 2016 funding was discussed. A motion to pay out to Jim Hellenbrand the TASC balance remaining on

December 31, 2016 by Sue Zingshiem, 2<sup>nd</sup> by Timm Kersten. Motion carried 4-0, John Hellenbrand abstained.

Jim Lowery asked the Town Board about approval of the Kuhl Estate rezoning. The item was not on the agenda and will be added to the Special Town Board meeting on March 18, 2017. Will be at the County ZLR April 25, 2017.

2017 Road work was discussed based on the inspections completed by the Town Board and Jim Hellenbrand. Bid requests will be sought for the following: Ridge Road and Traut Road (this bid will be let by the Town of Sun Prairie as a joint project), Oak Park Road from CTH TT to Schenk Road, Schenk Road, Berlin Road from west of the gravel to the Town Line, Schlimgen Drive, Box Elder Road from STH 19 to Cherry Lane, Missouri Road from Box Elder Road to Sherman Drive. The bids will be reviewed and awarded in May with bids opened and prepared at a 6:00 PM opening followed by a meeting at 7:00 PM to award the contracts. The town will review work on Clarkson Road for 2018, possibly with the Town of York.

The Town Web Site was reviewed with the Town Board and those in attendance. There is additional work to be completed as it is built out. The Town Board discussed having the web host also host seven email accounts for the board members at an annual cost of \$216.00. Motion to have Best of the Upper Midwest, LLC host the emails for \$216.00 by Todd Weinberger 2<sup>nd</sup> by John Ward. Motion carried 5-0.

#### NEW BUSINESS

Steve Napel presented information to the Town Board on a Music festival to be held at the Barrel Inn from May 18 thru May 21. Music would be outside until 7:00 PM and to a later time inside. No CUP exists for this function as required by county zoning. Roger Dane at Planning and Development has indicated the county would not push the CUP requirement for a single event. Steve Napel outlined the procedures he has begun to set up for the event including working with the EMS and security/safety issues for the event. The town has no ordinance relating to such an event, it is regulated by Dane County Zoning. The Town Board took no action on the matter.

Lea Braithwaite left at 8:25 PM.

The status of the EMS District 14 agreement was discussed. The issue of how a municipality becomes a member of the district was discussed along with the need to have a regular review of the agreement by the municipalities. The voting methods outlined under sections 3.07 and 2.01(D)(4)(i) was discussed. No action was taken by the Town Board.

Clerk Jacobson presented the 2016 Annual Financial Report to the Town Board for review and approval. The Clerk and the Treasurer reviewed the final financials for the report preparation. The report will be presented at the 2017 Annual Meeting on April 18<sup>th</sup>. Motion to approve the 2016 Annual Financial Report by Sue Zingshiem, 2<sup>nd</sup> by Todd Weinberger. Carried 5-0

Electronics recycling for 2017 was discussed. Sue Zingshiem received information from Advanced Disposal that two dumpsters would be needed since some materials need to be separated. The cost

would be \$150.00 per dumpster. The past two years the Town has taken in \$400.00 and \$800.00 with a cost of \$300 for the two years, Advance Disposal never made the tonnage charge to the town in those two years. Motion to approve the electronics dumpsters by John Ward, 2<sup>nd</sup> by Todd Weinberger. Carried 5-0

Attendance at the WTA Officer Training was discussed, Todd Weinberger will be attending. Other Board members will need to determine if they are available by the April 18, 2017 Special Board meeting so registration can be submitted. The Town Board took no action on the matter.

John Hellenbrand raised the issue of the current salt shed condition and the need to plan for a future replacement. The town needs to consider having a capital account line in the budget for facilities replacement. The Town Board took no action on the matter.

Jim Hellenbrand presented to the Town Board information on some tress in the road right of ways on E Medina Road, Oak Park Road and Canal Road that need to be addressed. The Tree Trimmer will remove the tress on E Medina Road and Oak Park Road at a cost of \$700.00 and the tree on Canal Road at a cost of \$1,500.00 to cut/\$500.00 to haul/\$500.00 for stump removal. The Canal Road tree is in the road section being overlaid this year. Motion to approve the tree remove by the Tree Trimmer at a cost of \$700.00 and \$2,500.00 by Todd Weinberger, 2<sup>nd</sup> by Sue Zingshiem. Carried 5-0

Employee hiring needs and retention were discussed. An add will be placed in the paper for a new hire with interviews to be conducted in May by two board members and Jim Hellenbrand.

Information was presented on an upcoming Asphalt Maintenance training seminar. Motion to approve Jim Hellenbrand to attend the training by Timm Kersten, 2<sup>nd</sup> by John Hellenbrand. Carried 5-0

The letter received by Pat LeMahieu on his final compensation was discussed. It was determined that the town should contact the Wisconsin Towns Association for their input on the situation. Motion to contact the WTA by Todd Weinberger, 2<sup>nd</sup> by John Ward. Carried 5-0

The WisDOT Salt Contract was presented to the Town Board. Jim Hellenbrand supplied the Town Board with past usage information and indicated the town should order 475 tons with a reserve of 95 tons. Motion to submit the salt contract for 475 tons with a 95-ton reserve by John Hellenbrand, 2<sup>nd</sup> by Sue Zingshiem. Carried 5-0

The Town Board took no action on Dane County Ordinance Amendment #83 since it has been referred to the Dane County Chapter 10 Revision Committee for review by that committee.

#### OTHER BUSINESS

The costs of repairs this year, over \$3,200.00, to the F550 was reported to the Town Board for future consideration.

Information on the reconstruction of the Deansville Railroad crossing was presented.

The Nathan Paoli Motor Vehicle Dealer Application was reviewed, this use was previously approved by the town and county, the state application needed town signature of compliance.

The Clerk reported that Open Book will be held May 17, 2017 from 3:00 PM to 5:00 PM and Board of Review will be June 6, 2017 from 6:00 PM to 8:00 PM.

No correspondence.

Motion at 10:17 PM to convene into Closed Session per Wisconsin Statute §19.85(1)(e) for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds or conducting other specified public business, whenever competitive or bargaining reasons require a closed session made by John Hellenbrand, 2<sup>nd</sup> by Todd Weinberger. Motion carried 5-0. Supervisors, Clerk present.

Reconvened to open session at 10:38 PM

Motion to explore the opportunity to acquire Riley Deppe Park from Dane County for future town use by John Hellenbrand, 2<sup>nd</sup> by John Ward. Motion carried 5-0

Adjournment: Motion to adjourn by John Hellenbrand, 2<sup>nd</sup> by Todd Weinberger motion carried 5-0. Adjourn 10:40 PM.

Respectfully submitted by Town Clerk Ron Jacobson

Approved May 3, 2017