



634 State Road 19 PO Box 37, Marshall, WI 53559
www.townofmedina.org

Town of Medina Board of Supervisors
June 7, 2017 -- Town of Medina Garage
Monthly Meeting of the Town Board

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

Present were Chairman Weinberger, Supervisors Sue Zingshiem, John Hellenbrand, John Ward and Sam Anderson, Clerk Ron Jacobson and Treasurer Lea Braithwaite. Also present were Heidi Studnicka (DCSO) and Phillip Braithwaite, Scott Reed arrived at 7:25 PM and Cathy Kozlowicz (Courier) arrived at 8:00 PM.

Pledge of Allegiance was recited.

Meeting was posted Friday June 2, 2017 Town Garage, townofmedina.org

ADMINISTRATIVE

Approval of Previous Minutes: Motion by Supervisor Hellenbrand, 2nd by Supervisor Zingshiem to approve the minutes from May 3, 2017 and May 10, 2017. Motion carried 5-0.

Monthly Operating Invoices and Summary Report were reviewed with a motion to approve by Supervisor Ward 2nd by Supervisor Anderson, motion carried 5-0.

Chairman's Report: Chairman Weinberger discussed the town salt shed, ordinance updating, roads and town equipment.

Clerk's Report: Clerk Jacobson gave information regarding paperwork from DWD for Steve Schulz unemployment claim, the Meyer accident claim, records updating, attendance at the Responsible Units Meeting, the recycling grant, the TRIP project and new election duties.

Treasurer's Report: Treasurer Braithwaite presented the May income report.

Highway Report: Patrolman Hellenbrand reported he has stock piled gravel for the summer and has completed some shoulder work, some patching has been completed, Berlin Road was graded but the amount of cattails close to the road is creating water issues, trees were cleaned up from storm damage, the Towerline culvert was cleaned, signage was put up for the music festival at the Barrel Inn, he worked with Wolf Paving on the Canal Road TRIP project, he cleaned up the broken blacktop on Feenstra, there have been numerous signs stolen in the town, road side mowing has been started and he is going to wait until the fall for Jensen Heating to inspect the furnaces due to the amount of dust during the summer.

EMS-Fire Report: Supervisor Hellenbrand reported that the EMS and Fire Department agreement is at the attorney, there will be a District meeting in July on the agreements, the job announcement is being



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prepared and will include fire inspections, the service was out on Mother's Day and the cost for Epipens was \$300 but the cost has been reduced to \$60.

Public Appearances: Deputy Studnicka gave the Town Board a short report on activities, Steve Nampel worked with her on safety issues at the music festival and no problems were reported from the event, she discussed with Patrolman Hellenbrand the stolen signs, Chairman Weinberger brought up the issues of the speed on Clarkson Road with the Hwy 19 detour, burning issues, spillage on the roads and the removal of the trees at Kohler's in Deansville.

OLD BUSINESS:

Pat LeMahieu Compensation: Additional discussion on the compensation, Mr. LeMahieu returned the check and still feels he has compensation due. The issue revolves around the \$500.00 "clerk salary" payment made to Jean Johnson in July 2015. Motion by Supervisor Anderson to have Clerk Jacobson with the assistance of Chairman Weinberger draft a letter to Mr. LeMahieu for the June 21, 2017 meeting, 2nd by Supervisor Hellenbrand. Carried 5-0.

Marshall Fire Department Parade Detour: The request for the road detour was discussed with questions on the form submitted to the town for approval. Motion by Supervisor Ward to authorize Chairman Weinberger to enter into the agreement after discussing the agreement with Marshall Police Chief Hellenbrand using the alternate route and meeting town requirements, 2nd by John Hellenbrand. Carried 5-0.

Planning Commission Appointments and Terms: Chairman Weinberger made the following appointments: Phillip Braithwaite, Chair, term ends April 2019, Mike Haag, term end April 2019, Lonnie Bennish, term ends April 2018, Supervisor Zingshiem, Secretary, term ends April 2018 and Rodell Reamer, term ends April 2018.

DaneCom Memorandum of Understanding: The Intergovernmental Agreement received from the county was reviewed. Motion by Supervisor Ward to sign the DaneCom Intergovernmental Agreement effective July 1, 2017 provided the past payments of \$3,551.00 are waived, 2nd by Supervisor Anderson. Carried 5-0.

Approval of Final CSM DCPREZ-2017-11110 (Kuhl): The map has not been presented to the town. Motion by Chairman Weinberger to table until June 21, 2017 meeting, 2nd by Supervisor Anderson. Motion carried 5-0.

Employee Hiring/Town Benefit Package: Employee retention was discussed including the Town joining the Wisconsin Retirement System (WRS), health benefits and contracting for mowing services. The agreement for the WRS was reviewed by the board. Motion by Chairman Weinberger that the Town as an employing municipality adopt A Resolution of Inclusion Under the Wisconsin Retirement System



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effective January 1, 2018, 2nd by Supervisor Anderson. Motion carried 4-0, Supervisor Hellenbrand abstained.

Appointment to Town of Medina Facility Needs Committee: Four citizens have expressed interest in volunteering to serve on the committee, all were presented and indicated they would accept appointment. Motion by Supervisor Anderson to appoint Ron Jacobson (Chair), Sam Anderson, Phillip Braithwaite and Scott Reed to the committee, 2nd by Chairman Weinberger. Motion carried 5-0. If additional citizens are willing to serve on the committee additional appointments can be made.

Prioritize Town Action List: The Town Board discussed how to move forward. Phillip Braithwaite agreed to be involved in the review of the Driveway Ordinance, Supervisor Zingshiem and Clerk Jacobson indicated they can complete the review of the Recycling Ordinance, Clerk Jacobson indicated he will also review the Burning Ordinance for some updates. Chairman Weinberger indicated he would like the Town Board to address the issue of a Town Clerk or a Town Clerk/Treasurer office by the August 16, 2017 meeting. Chairman Weinberger also requested that each Supervisor identify five issues the Town Board needs to address immediately and send them to the Clerk for the June 21, 2017 meeting.

Resolution 2017-3 Adopting Budget Format Change from Excel to QuickBooks with adjustments: Clerk Jacobson presented documents showing how line items lined up from the original excel format to the line items in QuickBooks and the budget format before and after resolution 2017-1. This information will be placed on the web site. Motion by Chairman Weinberger to adopt Resolution 2017-3, 2nd by Supervisor Anderson. Motion carried 5-0.

NEW BUSINESS

Resident Letter Regarding Burning Issues on Feenstra Road: The letter from Marcos Hernandez was reviewed by the Town Board. Clerk Jacobson was directed to send a letter to the individuals identified with a copy of the Town Burning Ordinance.

Feenstra Road Blacktop Issue: Patrolman Hellenbrand cleaned the area up and will attempt to patch the area as best he can.

Medina Cemetery Stone Wall Issue: Clerk Jacobson reported that Earthscapes gave a rough estimate to repair/replace the wall at \$11,500 to \$17,000. There are not funds for the repair this year and the Town Board directed the Clerk to send out requests for proposals to review in September and include in the 2018 budget.

Bridge Aid Application – Future Road Work: The Town Board discussed road work and potential bridge aid work. Due to the short time line, the Town will not submit a Bridge Aid request for 2018.



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Board Attendance at Municipal Clerk Conference: The training at the conference was discussed but due to the cost it was determined other training at a lower cost would be pursued.

Local Government Training Materials: The Local Government Center offers USB drive materials of training sessions at a cost of \$35 per session. This would be available to all board members for viewing. Clerk Jacobson will research what training is available in this manner for a future meeting for the Town Board to order.

Renewal Alcohol Beverage License Applications: Clerk Jacobson informed the Town Board the Steve Nampel (The Barrel Inn) and Colin Gorder (The Dock) have submitted renewal applications for approval at the June 21, 2017 meeting.

Change July Board meeting date: Motion by Supervisor Anderson to change the July meeting date from July 5, 2017 to July 12, 2017, 2nd by Supervisor Ward. Motion carried 5-0.

OTHER BUSINESS

Correspondence: None Presented

Identify Issues to be Addressed in Future Meetings: Chairman Weinberger commented that the board needs to shorten the old business list and make the new business list longer.

Adjournment: Motion to adjourn by Supervisor Hellenbrand, 2nd by Supervisor Anderson. Motion carried 5-0. Adjourn 10:12 PM.

Respectfully submitted by Town Clerk Ron Jacobson

Approved as **Amended** July 12, 2017