



634 State Road 19 PO Box 37, Marshall, WI 53559  
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Town of Medina Board of Supervisors  
November 1, 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, Sam Anderson and John Ward, Clerk Ron Jacobson and Treasurer Lea Braithwaite. Also present were Patrolman Jim Hellenbrand, Phillip Braithwaite, Lyndon Kroneman, Bret LaBuni, Steve Schulz and Chris O'Brien (Courier).

The Pledge of Allegiance was recited.

Meeting was posted Friday October 27, 2017 Town Garage, [townofmedina.org](http://townofmedina.org).

#### **ADMINISTRATIVE:**

**Approval of Previous Minutes:** The October 18, 2017 minutes were corrected to reflect Supervisor Anderson voted to approve the purchase of the tool box for the 2017 F550. Motion by Supervisor Hellenbrand, 2<sup>nd</sup> by Supervisor Ward to approve the minutes from October 4, 2017 as presented and October 18, 2017 as amended. **Roll Call Vote:** Supervisor Anderson yes, Supervisor Hellenbrand yes, Supervisor Ward yes, Supervisor Zingshiem yes, Chairman Weinberger yes, motion carried 5-0.

**Monthly Operating Invoices and Summary Report** were reviewed with a motion to approve by Supervisor Anderson, 2<sup>nd</sup> by Supervisor Zingshiem. **Roll Call Vote:** Supervisor Hellenbrand yes, Supervisor Ward yes, Supervisor Zingshiem yes, Chairman Weinberger yes, Supervisor Anderson yes, motion carried 5-0.

**Clerk's Report:** Clerk Jacobson submitted a written report detailing reports and forms filed and, activities for the month of October.

**Treasurer's Report:** Treasurer Braithwaite presented the income report showing income of \$35,599.28 which included the final road aid payment from the state.

**Highway Report:** Patrolman Hellenbrand reported that new tractor mower was cleaned up for the year and the blades were replaced, Dunneisen Excavating completed grading of Berlin Road in the marsh and eight loads of gravel were applied to the road, numerous roads have had cold patch work completed on them, numerous roads had shouldering completed on them, a downed tree on Canal Rd had to be removed, the Kabota mower was cleaned and maintenance completed for winter storage, the end wall was completed on the salt shed and the electrician is preparing to reconnect the electric line, the 2007



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F550 and 1986 Oshkosh were prepared for sale and there were numerous showings of the vehicles and the 2017 F550 has been worked on to set it up for use.

**EMS-Fire Report:** Supervisor Hellenbrand reported that there were twelve applications for the Administrative Assistant position, the selection process has begun to fill the two Fire/EMT positions, the bid for the new ambulance came in at \$169,897.00 from Lifeline and an additional cost of \$5,000 is expected to set it up for use, expected delivery is in March 2018, the EMS director is looking at purchasing a drone with funding from grant money.

**Facility Needs Committee Report:** Ron Jacobson reported that five letters were mailed out to commercial realtors regarding working with the town on the sale of the existing facilities, one response was received as of this date. The next meeting of the committee is on November 8, 2017.

**Public Appearances:** Bret LaBuni of First Choice Insurance Solutions presented information on potential health insurance coverage for town employees, a minimum of two employees are required for the coverage.

#### **OLD BUSINESS:**

**Action on Laufenberg Rezone Petition DCPREZ-2017-11184 County Amendment:** Dane County amended the petition to include a requirement that a CSM be filed. Motion by Supervisor Anderson to approve Rezone Petition DCPREZ-2017-11184 as amended, seconded by Supervisor Hellenbrand. **Roll Call Vote:** Supervisor Ward yes, Supervisor Zingshiem yes, Chairman Weinberger yes, Supervisor Anderson yes, Supervisor Hellenbrand yes motion carried 5-0.

**Action on of Amended CSM/ROW – Schulz Rezone Petition DCPREZ-2017-11109:** A portion of the right of way for Cabbage Road was not included on the original map. Motion by Supervisor Zingshiem to approve the amended CSM/ROW for Petition DCPREZ-2017-11109, seconded by Supervisor Anderson. **Roll Call Vote:** Supervisor Zingshiem yes, Chairman Weinberger yes, Supervisor Anderson yes, Supervisor Hellenbrand yes, Supervisor Ward yes motion carried 5-0.

**Action on Contracting for Waste Disposal/Recycling – Advanced Disposal:** Motion by Chairman Weinberger to direct the Town Clerk to notify Advanced Disposal that the Town of Medina is opting out of our service contract unless we receive a contract by close of business November 10<sup>th</sup> as priced in the service proposal received October 2, 2017 identifying service cost of \$418.00 for trash and recycling, seconded by Supervisor Ward. **Roll Call Vote:** Chairman Weinberger yes, Supervisor Anderson yes, Supervisor Hellenbrand yes, Supervisor Ward yes, Supervisor Zingshiem yes, motion carried 5-0.

**Action on Medina Cemetery Wall Repairs:** One revised proposal for the five feet by twenty-five feet area was received from Earthscapes at a cost of \$4,114.80. Chairman Weinberger inquired with Patrolman Hellenbrand whether he and Fred Warren could complete the needed repairs. Motion by



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Chairman Weinberger to table action on the cemetery wall until 2018, seconded by Supervisor Hellenbrand. **Roll Call Vote:** Supervisor Anderson yes, Supervisor Hellenbrand yes, Supervisor Ward yes, Supervisor Zingshiem yes, Chairman Weinberger yes, motion carried 5-0.

**Discussion and Action on Employee Health Benefits:** The information presented by Bret LaBuni was discussed but the costs were significant. Motion by Chairman Weinberger to continue with the TASC plan for 2018 and further discussion by the Town Board on potential health insurance options, seconded by Supervisor Anderson. **Roll Call Vote:** Supervisor Hellenbrand yes, Supervisor Ward yes, Supervisor Zingshiem yes, Chairman Weinberger yes, Supervisor Anderson yes, motion carried 5-0.

**Review of Delinquent Personal Property List:** Treasurer Brathwaite reviewed the list of delinquent Personal Property Taxes accounts on the Department of Financial Institutions web site. Some businesses are closed or not identifiable. A letter will be prepared for review at the December 6, 2017 meeting.

**Motion by Chairman Weinberger to convene into Closed Session per Wisconsin Statute §19.85(1)(c) for the purpose of considering employment, promotion, compensation or performance evaluation of any public employee over which the governmental body has jurisdiction or exercises 2<sup>nd</sup> by Supervisor Hellenbrand. Invited in addition to the Board of Supervisors; Clerk Jacobson, Treasurer Braithwaite. 8:22 PM Roll Call Vote:** Supervisor Ward yes, Supervisor Zingshiem yes, Chairman Weinberger yes, Supervisor Anderson yes, Supervisor Hellenbrand yes, motion carried -0.

**Reconvene to Open Session per Wisconsin Statutes §19.85(2). 8:47 PM Roll Call Vote:** Supervisor Zingshiem yes, Chairman Weinberger yes, Supervisor Anderson yes, Supervisor Hellenbrand yes, Supervisor Ward yes, motion carried 5-0.

**Action from Closed Session:** Motion by Chairman Weinberger that the new Personnel Policy vacation compensation scale be applicable retroactive for Patrolman Hellenbrand to the tenth year of employment, seconded by Supervisor Anderson. **Roll Call Vote:** Chairman Weinberger yes, Supervisor Anderson yes, Supervisor Hellenbrand abstain, Supervisor Ward yes, Supervisor Zingshiem yes, motion carried 4-0, Supervisor Hellenbrand abstained. Motion by Chairman Weinberger to approve compensation and wages as outlined in the 2018 wage schedule, (Jim Hellenbrand \$24.25, Fred Warren \$20.50, Tom Zickert \$19.00, Steve Chadwick \$18.50, Recycling \$15.00), seconded by Supervisor Anderson. **Roll Call Vote:** Supervisor Anderson yes, Supervisor Hellenbrand abstain, Supervisor Ward yes, Supervisor Zingshiem yes, Chairman Weinberger yes, motion carried 4-0, Supervisor Hellenbrand abstained.

#### **NEW BUSINESS:**

**Action on Operator's License – Barrel Inn:** Clerk Jacobson presented one Operator's License for Heather Hinzelman. Motion by Supervisor Hellenbrand to approve the Operators License presented, seconded by Supervisor Ward. **Roll Call Vote:** Supervisor Anderson yes, Supervisor Hellenbrand yes, Supervisor Ward yes, Supervisor Zingshiem yes, Chairman Weinberger yes, motion carried 5-0.



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**Action on Kroneman Rezone Petition:** The petition was reviewed and approved by the Planning Commission with the requirements of the Town Animal Restrictions, no further development on either parcel created and a CSM being required. Motion by Supervisor Anderson for preliminary approval of the petition with the requirements subject to final approval of the CSM and the review of the Dane County application, second by Supervisor Zingshiem. **Roll Call Vote:** Supervisor Hellenbrand yes, Supervisor Ward yes, Supervisor Zingshiem yes, Chairman Weinberger yes, Supervisor Anderson yes, motion carried 5-0.

**Action on the Sale of the 1986 Oshkosh:** The final bid on the Wisconsin Auction Service site was for \$22,250.00. Motion by Supervisor Ward to approve the sale of the 1986 Oshkosh for \$22,250.00 to Four Seasons Maintenance, seconded by Supervisor Hellenbrand. **Roll Call Vote:** Supervisor Ward yes, Supervisor Zingshiem yes, Chairman Weinberger yes, Supervisor Anderson yes, Supervisor Hellenbrand yes motion carried 5-0.

**Action on 2018 Town Budget:** Additional review of the proposed 2018 Town Budget. Motion by Chairman Weinberger to have the Town Clerk prepare the final budget documents with a proposed levy increase of \$150,000.00 for the Town Board meeting on Wednesday November 8, 2017 at 6:00 PM, seconded by Supervisor Hellenbrand. **Roll Call Vote:** Supervisor Zingshiem yes, Chairman Weinberger yes, Supervisor Anderson yes, Supervisor Hellenbrand yes, Supervisor Ward yes, motion carried 5-0.

**Action on Resolution 2017-09 – Town Board to Propose Exceeding Levy Limits:** Motion by Chairman Weinberger to table Resolution 2017-09 – Town Board to Propose Exceeding Levy Limits to the November 8, 2017 meeting, seconded by Supervisor Ward. **Roll Call Vote:** Chairman Weinberger yes, Supervisor Anderson yes, Supervisor Hellenbrand yes, Supervisor Ward yes, Supervisor Zingshiem yes, motion carried 5-0.

#### **OTHER BUSINESS:**

**Correspondence:** Clerk Jacobson presented the following correspondence; Information from Dane County Zoning and TASC Newsletter.

**Identify Issues to be addressed in Future Meetings:** None

**Adjournment:** Motion to adjourn by Supervisor Hellenbrand, 2<sup>nd</sup> by Supervisor Ward. **Majority Vote:** Motion carried 5-0, Adjourn 10:31 PM.

Respectfully submitted by Town Clerk Ron Jacobson

Approved December 6, 2017