



634 State Road 19 PO Box 37, Marshall, WI 53559
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Town of Medina Board of Supervisors
March 7, 2018 -- 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, Phillip Braithwaite and John Ward, Clerk Ron Jacobson and Treasurer Lea Braithwaite. Also present were Patrolman Jim Hellenbrand, Barb Kohler, Kim Kohler, Dane County Sheriff Deputy Krause and Sherri Swan-Edmunds. Cathy Kozlowicz (Courier) arrived at 7:14 PM.

The Pledge of Allegiance was recited.

Meeting was posted Thursday March 1, 2018 Town Garage, townofmedina.org.

ADMINISTRATIVE:

Approval of Previous Minutes: Motion by Supervisor Braithwaite to approve the minutes from February 7, 2018 as presented, 2nd by Supervisor Ward. **Roll Call Vote:** Supervisor Braithwaite yes, Supervisor Hellenbrand yes, Supervisor Ward yes, Supervisor Zingshiem yes, Chairman Weinberger yes, motion carried 5-0.

Monthly Operating Invoices and Summary Report: Clerk Jacobson discussed that the billing from Advanced Disposal (ongoing issue) has still not been cleared up by them. The operating invoices and transaction report were reviewed with a motion to approve by Supervisor Hellenbrand, 2nd by Chairman Weinberger. **Roll Call Vote:** Supervisor Hellenbrand yes, Supervisor Ward yes, Supervisor Zingshiem yes, Chairman Weinberger yes, Supervisor Braithwaite 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 February. Clerk Jacobson indicated to the Town Board that he is considering resigning following the Annual Meeting on April 17, 2018 or July 17, 2018.

Treasurer's Report: Treasurer Braithwaite presented the income report showing income of \$106,405.51 in February with most being taxes collected. A check for the Lakeside delinquent Personal Property bill has been received.

Highway Report: Patrolman Hellenbrand reported on plowing and salting for the month, cutting edges were put on the 2013 IH, the bumper on the 2013 IH needed to be welded, there are three loads of salt left to come in, they had the Neshaw training, Berlin Rd flooded and was closed. There were two mud slides onto Clarkson Rd, numerous culverts that were frozen were cleaned out, the large culvert on Box Elder Rd east of Tower Line Rd is failing, there was damage to the stop sign at Box Elder Rd and Missouri Rd and the town roads will have the weight limits on them starting the next week.



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EMS-Fire Report: Supervisor Hellenbrand reported that a contract was approved with Nichols Electric in the amount of \$17,000.00 for the generator power disconnect with part of the funding from the Enbridge grant, the AFG grant will be used for the cardiac and CO2 monitors, the new ambulance is projected to arrive April 20, 2018, Middleton will purchase the old ambulance for \$15,000.00. Supervisor Hellenbrand has contacted Adam Ruechel (Marshall) and John Prosser (York) regarding the Fire Department agreement. Clerk Jacobson discussed the issue with the Fire Department billing.

Public Appearances: Dane County Deputy Krause presented her background information to the Town Board. Chairman Weinberger discussed with her the types of enforcement action the Sheriff's office can supply and the ongoing issues in Deansville. Sherri Swan-Edwards discussed the potential rezoning of the portion of her property on Canal Rd from Limited Commercial to residential.

OLD BUSINESS:

Action on DCPREZ 11239 - Kroneman: The final paperwork has been received from Dane County and Clerk Jacobson indicated it matches the Town Board recommendation. Motion by Supervisor Ward to approve DCPREZ 11239, seconded by Supervisor Braithwaite. **Roll Call Vote:** Supervisor Ward yes, Supervisor Zingshiem yes, Chairman Weinberger yes, Supervisor Braithwaite yes, Supervisor Hellenbrand yes, motion carried 5-0.

Discussion on Minimum Housing Ordinance: Building Inspector Steve Rewey has reviewed, it has been sent to Attorney Hazelbaker. The Town Board discussed that procedures to prompt as inspection need to be established and the enforcement mechanism needs to be established.

NEW BUSINESS:

Action on County Bridge Inspection Agreement: Motion by Supervisor Hellenbrand to approve the agreement for Dane County to complete the two bridge inspections at a cost of \$600.00, seconded by Supervisor Zingshiem. **Roll Call Vote:** Supervisor Zingshiem yes, Chairman Weinberger yes, Supervisor Braithwaite yes, Supervisor Hellenbrand yes, Supervisor Ward yes, motion carried 5-0.

Action on Spring Tree Trimming: Patrolman Hellenbrand presented information on the roads that need trimming, Sherman Rd and Missouri Rd. The Tree Trimmer can complete the work at a cost of \$130.00 per hour. Motion by Chairman Weinberger to have the Tree Trimmer complete tree trimming up to 16 hours on Sherman Rd east of STH 73 and Missouri Rd south of Sherman Rd, seconded by Supervisor Ward. **Roll Call Vote:** Chairman Weinberger yes, Supervisor Braithwaite yes, Supervisor Hellenbrand yes, Supervisor Ward yes, Supervisor Zingshiem yes, motion carried 5-0.

Action on Resolution 2018-01 (Update to Mailbox/Damage Resolution): A draft of the resolution was presented by Clerk Jacobson and the Town Board reviewed it on the screen for changes. Motion by Supervisor Zingshiem to approve Resolution 2018-01, seconded by Supervisor Ward. **Roll Call Vote:**



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Supervisor Braithwaite yes, Supervisor Hellenbrand yes, Supervisor Ward yes, Supervisor Zingshiem yes, Chairman Weinberger yes, motion carried 5-0.

Action on Resolution 2018-02 (Update to Fee Schedule): A draft of the resolution was presented by Clerk Jacobson and the Town Board reviewed it on the screen for changes. Motion by Supervisor Zingshiem to approve Resolution 2018-02, seconded by Supervisor Hellenbrand. **Roll Call Vote:** Supervisor Hellenbrand yes, Supervisor Ward yes, Supervisor Zingshiem yes, Chairman Weinberger yes, Supervisor Braithwaite yes, motion carried 5-0.

Action on Mail Box Claims: Two mail boxes were damaged during winter plowing Tim Jensen, 5673 Doschadis Rd and Bob Keller 125 E Waterloo Rd. Motion by Supervisor Braithwaite to reimburse Tim Jensen \$75.00 and Bob Keller \$75.00 for the damaged mail boxes, seconded by Supervisor Hellenbrand **Roll Call Vote:** Supervisor Ward yes, Supervisor Zingshiem yes, Chairman Weinberger yes, Supervisor Braithwaite yes, Supervisor Hellenbrand yes, motion carried 5-0.

Action on 2017 Clerk/Treasurer Audit Report and 2017 Financial Report: Clerk Jacobson indicated the reports are not finalized yet. Motion by Chairman Weinberger to table, seconded by Supervisor Ward. **Roll Call Vote:** Supervisor Zingshiem yes, Chairman Weinberger yes, Supervisor Braithwaite yes, Supervisor Hellenbrand yes, Supervisor Ward yes, motion carried 5-0.

Action on Resolution 2018-03 (Reserve Accounts): A draft of the resolution was presented by Clerk Jacobson that includes a transfer into the Contingency Fund, a transfer into an Electronics Recycling Reserve Fund and the transfer out of the Revaluation Reserve Fund. Motion by Supervisor Zingshiem to approve Resolution 2018-03, seconded by Chairman Weinberger. **Roll Call Vote:** Chairman Weinberger yes, Supervisor Braithwaite yes, Supervisor Hellenbrand yes, Supervisor Ward yes, Supervisor Zingshiem yes, motion carried 5-0.

Action on Meyer Damage Claim to State Collection: Clerk Jacobson reported that Mr. Meyer has never responded to any of the correspondence sent regarding the damages to town property. Motion by Chairman Weinberger to have Treasurer Braithwaite process the claim through the State Debt Collection system, seconded by Supervisor Braithwaite. **Roll Call Vote:** Supervisor Braithwaite yes, Supervisor Hellenbrand yes, Supervisor Ward yes, Supervisor Zingshiem yes, Chairman Weinberger yes, motion carried 5-0.

Action on Missouri Road Sign Damage: Patrolman Hellenbrand presented information regarding the damages. Clerk Jacobson indicated the party that damaged the sign has contacted him to make a payment. Motion by Chairman Weinberger to send a bill for the damages in the amount of \$162.90, seconded by Supervisor Hellenbrand. **Roll Call Vote:** Supervisor Hellenbrand yes, Supervisor Ward yes, Supervisor Zingshiem yes, Chairman Weinberger yes, Supervisor Braithwaite yes, motion carried 5-0.

Action on April Meeting Date Change: Clerk Jacobson requested that the meeting be changed to April 11, 2018 because of the time needed on the April 3, 2018 election. Motion by Chairman Weinberger to change the April meeting to be on April 11, 2018 at 7:00 PM, seconded by Supervisor Braithwaite. **Roll Call Vote:**



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Supervisor Ward yes, Supervisor Zingshiem yes, Chairman Weinberger yes, Supervisor Braithwaite yes, Supervisor Hellenbrand yes, motion carried 5-0.

Discussion on 2018 Road Bid List: Chairman Weinberger presented information from the WISLR program on potential roads to have work completed on them. Additional inspections will be completed this month and the list for bid requests will be established at the April meeting.

Discussion on Informational Meeting for the Town Clerk Referendum: Chairman Weinberger discussed the need to offer the electors the opportunity to meet with town representatives to ask questions regarding the referendum question. Chairman Weinberger will hold open house sessions on Saturday April 17, 2018 from 9:00 AM to 11:00 AM and Wednesday April 21, 2018 from 4:00 PM to 6:00 PM.

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: Motion by Chairman Weinberger to convene into closed session at 10:02 PM, seconded by Supervisor Hellenbrand
Roll Call Vote: Supervisor Zingshiem yes, Chairman Weinberger yes, Supervisor Braithwaite yes, Supervisor Hellenbrand yes, Supervisor Ward yes, motion carried 5-0. Clerk Jacobson and Patrolman Hellenbrand were invited to the closed session.

Reconvene to Open Session per Wisconsin Statutes §19.85(2): Motion by Chairman Weinberger to reconvene into open session at 10:32 PM, seconded by Supervisor Hellenbrand. **Roll Call Vote:** Chairman Weinberger yes, Supervisor Braithwaite yes, Supervisor Hellenbrand yes, Supervisor Ward yes, Supervisor Zingshiem yes, motion carried 5-0.

OTHER BUSINESS:

Correspondence: Clerk Jacobson presented information on free Naloxone training, meeting information on Farmland Preservation and Livestock Facility Siting, information the public hearing for revision to the Dane County Comprehensive Plan, MFL order changes, Local Government Center training opportunities and information from Dane County Highway on “The Ride” event that will utilize town roads in September 2018. Chairman Weinberger discussed the County Road Capital Improvement request, does not apply to any proposed town road work.

Identify Items for Future Meetings: Potential membership in the WTA Town Advocacy Council needs to be reviewed.

Adjournment: Motion to adjourn by Supervisor Braithwaite, 2nd by Supervisor Hellenbrand. **Majority Vote:** Motion carried 5-0, adjourned 10:39 PM.

Respectfully submitted by Town Clerk Ron Jacobson

Approved April 11, 2018