



634 State Road 19 PO Box 37, Marshall, WI 53559
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Town of Medina Board of Supervisors
October 3, 2018 Town of Medina Hall/Garage
Monthly Meeting Minutes 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 Tammy Jordan and Treasurer Lea Braithwaite. Also present were Patrolman Jim Hellenbrand, Jim Lowrey, Jeff Delmore & Kris Zhea (Delmore Consulting), Kim Kohler, Barbara Kohler, Dean Pennekamp, Robert Strasburg, Chris O'Brien (The Courier)

The Pledge of Allegiance was recited.

Meeting was posted Thursday September 27, 2018 at the Town Hall/ Garage and on townofmedina.org.

ADMINISTRATIVE:

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

A motion by Chairman Weinberger to table the minutes for September 19, 2018 were to a future meeting, 2nd by Supervisor Hellenbrand. **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: The operating invoices and transaction report were reviewed with a motion to approve as presented by Supervisor Ward, 2nd 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.

Clerk's Report: Clerk Jordan did not have a written report. She reported on the upcoming election, notifying the election workers and base training she completed, as well as, all the monthly duties completed.

Treasurer's Report: Treasurer Braithwaite presented the income report showing income of \$2,730.24 for September 2018, which included \$1,376.10 in dumpster collection.



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Highway Report: Patrolman Hellenbrand submitted a written report, that included: shouldered Crestview Rd and posted 10 ton, cleaned up sand bags and put some in culvert wash out in Maple Heights and on Box Elder Rd, picked up new decks, filled Box Elder bridge and culvert with big rocks, shouldered Oak Park Rd and Box Elder Rd, graded Berlin Rd and Stransky Rd, opened Berlin Rd from closure for flooding, put mower on and started mowing, fixed tractor light, took Ford truck in for warranty work, ordered culvert for Box Elder Rd, there were overweight trucks on Box Elder Rd, DNR transportation Licenses, got John Deere mower prices, FEMA work with Clerk Jordan for flooding, it might take a month to receive the replacement culvert for Box Elder Rd. He also stated he would need to purchase more Cold Patch and that he might possibly take a Highway Safety Training seminar in December.

EMS-Fire Report: Supervisor Hellenbrand shared the reports are on the website. It was also discussed that all Board members and Clerk Jordan would attend the October 10, 2018 EMS-Fire Budget Meeting at the Public Safety Building.

Facility Needs Committee Report: Chairman Weinberger reported that he spoke with Darrel Klompaker, with Little Amerikka. Little Amerricka is planning on selling some parcels of land. Chairman Weinberger also spoke with Devin Flanigan from Keller & Associates, to set up a Needs Assessment meeting with the Facility Needs Committee. Chairman Weinberger also spoke with GEC to let them know the Board decided to go with Keller & Associates.

Public Appearances: Robert Strasburg addressed the Board; he wants to understand the road weight limits. He asked about Berlin Road. After discussion with the Board, Mr. Strasburg has agreed to keep his farming equipment off of Berlin Road. Chairman Weinberger thanked him for coming to the meeting. Mr. Strasburg stated he wants to work with the Town.

OLD BUSINESS:

Presentation by Delmore Consulting: Delmore has been in business for 5 yrs. They have been to many other Town Board meetings and knows what Towns need. The core of their business is Road Condition Reports/Past Work Mapping/Document Backup/Culvert Inventory & Mapping/Sign Inventory & Mapping/Road Aid Assistance. They explained that the Town can pick and choose the types of services they want. Delmore can create what the Town needs. Their mapping is Google-based and color coded with layers. They explained that they work closely with the patrolmen, to use his knowledge of the Town. The Culvert mapping is done with a metal detector, help from the Patrolmen and area residents. They help with future planning and inspect and rate each road, as well. All of their reports are in hard copy and include charts and graphs.



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Action on “The Ride” Race Refund: A motion was made by Supervisor Hellenbrand, to refund the “The Ride” race check, 2nd 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.

Discuss Finalizing Ordinances:

Minimum Housing: Chairman Weinberger spoke with building inspector Steve Rewey. Mr. Rewey stated that electrical codes are changing and he won’t be able to do the electrical. Mr. Rewey stated he would send the Clerk an email explaining the details.

Driveways and Culverts: Chairman Weinberger stated there will be lots of changes and that he wasn’t able to get to them.

Refuse Disposal and Recycling: It was discussed that an addition should be added to include; all freezer and refrigerator doors must be removed. Clerk Jordan will make the changes.

Special or Seasonal Weight Limits: Clerk Jordan stated that there was a prior ordinance that was completed but was never passed. If the Board chooses to use that one, it will need to be formatted to match the others.

Action on Tractor Financing Options: A motion was made to purchase John Deere Tractor as quoted by Mid-State by Supervisor Hellenbrand, 2nd by Chairman Weinberger. **Roll Call Vote:** Supervisor Braithwaite yes, Supervisor Hellenbrand yes, Supervisor Ward yes, Supervisor Zingsheim yes, Chairman Weinberger yes, motion carried 5-0.

Discussion on 2019 TASC/Health Benefits: The Town currently offers each full-time employee \$6000 in TASC benefits each year. Clerk Jordan will research the State health care plan for the October 24, 2018 meeting.

NEW BUSINESS:

Action on Re-Zone/CUP – Josh Ireland: Mr. Ireland would like to purchase the easement from the Pooch family. It is currently a C1 with a CUP. The Planning Commission gave a preliminary approval of the re-zone LCIw/CUP. A motion was made to approve the Planning Commission’s recommendation of re-zone/CUP application as amended at 4818 Hwy 73, by Supervisor Braithwaite, 2nd by Supervisor Hellenbrand. **Roll Call Vote:** Supervisor Zingsheim yes, Chairman



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

Action on Resolution 2018-12(Budget): Motion to adopt and approve Resolution 2018-12 by Supervisor Braithwaite, 2nd by Supervisor Zingsheim. **Roll Call Vote:** Supervisor Ward yes, Supervisor Zingshiem yes, Chairman Weinberger yes, Supervisor Braithwaite yes, Supervisor Hellenbrand yes, motion carried 5-0.

Action on Purchasing Office 365: Motion was made by Chairman Weinberger to purchase Office 365 for the Clerks computer at \$99 per year, 2nd 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.

Action on Clerk/Treasurer Audit Report thru September 2018: Supervisor Zingsheim made a motion to approve, 2nd 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.

Action on EMS 2019 Budget: Motion to approve as presented by Chairman Weinberger, 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.

Action on Fire Dept 2019 Budget: Motion to Table until October 10, 2018 at the Fire Dept Budget meeting, pending their presentation made by Chairman Weinberger, 2nd by Supervisor Braithwaite. **Roll Call Vote:** Supervisor Hellenbrand yes, Supervisor Ward yes, Supervisor Zingsheim yes, Chairman Weinberger yes, Supervisor Braithwaite yes, motion carried 5-0.

Action on PSB 2019 Budget: Motion to approve as presented by Supervisor Hellenbrand, 2nd by Supervisor Braithwaite. **Roll Call Vote:** Supervisor Ward yes, Supervisor Zingsheim yes, Chairman Weinberger yes, Supervisor Braithwaite yes, motion carried 5-0.

Discuss Appointed Clerk Job Description List: Clerk Jordan presented a packet of Clerk job duties to each board member.

Discuss Plantz Road: Dean Pennekamp addressed the Board with his concerns about the school bus not able to come down his road to pick up his kids, as there is no longer a place to turn the bus around. Previously the bus had been driving around the neighbors' barn to turn around. The



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neighbor is no longer letting the bus turn around, as it is a private driveway. Mr. Pennekamp asked if the Town could place a roundabout on the road. Chairman Weinberger stated that it would be very expensive. Chairman Weinberger suggested having a meeting with Lazars, the Town Patrolman and the neighbor. Mr. Pennekamp also stated that he plans to repair the damage to the road he made. He also offered to widen his driveway or to possibly pay to put the roundabout in. Supervisor Ward will set up the meeting date.

OTHER BUSINESS:

Correspondence:

Marshall Community Engagement Group has monthly meetings. Chairman Weinberger suggested a different representative from the Town Board could attend each month.

Bridge Inspection will be coming up in the next few weeks.

Identify Items for Future Meetings:

Recycling Lightbulb Container Needed
Personnel Working Hours
Facility Needs Committee for Keller & Associates

Adjournment: Motion to adjourn by Supervisor Hellenbrand, 2nd by Supervisor Ward. Majority Vote: motion carried 5-0, adjourned 10:43 PM

Respectfully submitted Nov 3, 2018, Town Clerk Tammy Jordan