



634 State Road 19 PO Box 37, Marshall, WI 53559

www.townofmedina.org

Special Meeting of the Town Board Supervisors

Tuesday April 16, 2019

Town of Medina Hall/ Garage

The meeting was called to order at 6:00 PM by Chairman Todd Weinberger.

Present were Chairman Todd Weinberger, Supervisors Phillip Braithwaite, John Hellenbrand, John Ward and Sue Zingshiem, Clerk Tammy Jordan. Also present were Patrolman Jim Hellenbrand. Treasurer Leaota Braithwaite was absent.

Pledge of Allegiance was recited.

Meeting was posted Friday April 12, 2019 at the Town Hall/Garage and on townofmedina.org. Amended was posted Monday April 15, 2019.

ADMINISTRATIVE:

Public Appearances:

NONE

PRESENTATIONS:

NONE

OLD BUSINESS:

Discussion on Weight Limits – Follow Up: Patrolman Jim Hellenbrand reported that the 10-ton weight limit signs have been taken down, except for E Medina Rd. He said they would keep an eye on the roads in case we need the signs need to be put up again. Hellenbrand said he would put up extra signs on E Medina.

Discuss/Action on Final Copy Clerk Job Description: Chairman Weinberger went through the Clerk Job Description page by page and highlighted changes and deletions that were made. A motion to approve the Clerk Job Description as presented was made by Supervisor Ward, 2nd by Supervisor Hellenbrand, motion carried 5-0.

Discuss/Action on 2018 Financial Reports: Clerk Jordan gave a lengthy explanation on the 2018 Financial Reports. Jordan stated that the software currently being utilized is not set up to do Fund Accounting. She will look into other options for accounting software and will bring the information to a future meeting. A motion to accept the 2018 Financial Reports as presented was made by Supervisor Zingshiem, 2nd by Supervisor Braithwaite, Roll Call Vote, motion carried 5-0.

Discuss/Action on Building a Berm: Patrolman Hellenbrand received a quote from Dunneisen Excavating. They suggested bringing in the extra dirt needed from the ditches in the Town that need to be cleaned out. The quote also included needed silt socks and a Culvert. The total quote was \$5500.

A motion to contract with Dunneisen to clean the Ditches – Berlin Rd Dirt, not to exceed \$3500, was made by Supervisor Zingshiem, 2nd by Supervisor Hellenbrand, motion carried 5-0.



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A motion to contract with Dunneisen to construct a Berm, not to exceed \$1500, was made by Supervisor Zingshiem, 2nd by Supervisor Ward, motion carried 5-0.

NEW BUSINESS:

Discuss/Action on Proposed Driveway – James Duffy

Tabled to a future meeting.

Discuss/Action on Replacing Washed Out Culvert – Berlin Rd: A motion was made to Replace Culvert and do graveling and re-pave later for \$1800 - \$2000 by Supervisor Ward, 2nd by Supervisor Hellenbrand, motion carried 5-0.

Action on Appointed Clerk Position – Beginning April 17, 2019: Motion for Board to offer the letter of Appointment for the Clerk Position to Tammy Jordan for 2 years, was made by Supervisor Braithwaite, 2nd by Supervisor Zingshiem, motion carried 5-0.

OTHER BUSINESS:

Correspondence: NONE

Identify Items for Future Meetings: Roads for May 1st, Tractor Resolution

ADJOURNMENT: Motion was made by Supervisor Hellenbrand at 7:07 PM to adjourn, 2nd by Supervisor Ward; Majority vote passed.

Respectfully submitted May 21, 2019 by Clerk Tammy Jordan