

TOWN OF SHERMAN  
MONTHLY BOARD MEETING  
May 22, 2019

Chairman Chase Potter called the May 22, 2019 Monthly Board Meeting to order at 6:30 p.m. at the Sherman Town Hall.

Chairman Chase Potter, Board Members Paul Heifner, Amanda Klosterman, Paul Wathke, and Kelley Krause, Clerk/Treasurer Ashley Score, and Patrolman Terry Ford were present. (Refer to sign in sheet for others present).

Chairman Potter asked if there were any additions or corrections to the minutes from the April 18, 2019 monthly meeting. Motion to approve minutes made by Paul W. and 2<sup>nd</sup> by Amanda, Motion carried.

There was no public input.

Ashley provided a clerk's report and update on activities including liquor license renewal forms mailed, and delivering the 2018 financial materials to Wipfli. Ashley also noted that she was asked by the Wisconsin Municipal Clerks Association to act as a mentor for the new Town of Tainter Clerk/treasurer who was recently appointed. Ashley shared correspondence from the power of attorney for Todd Dormanen in regards to the \$1,500 past due invoice for the fire call charge from the vehicle accident on highway 79. The correspondence included a partial payment of \$500.00 and a request for a possible reduction in the bill as Mr. Dormanen will not have any income for 17 years. The board requested Ashley to send a letter in response inquiring if the bill was submitted to insurance, and if so was it was denied. And to inquire if Mr. Dormanen has any assets left. Motion to approve the invoice paid report as presented made by Paul W, 2<sup>nd</sup> by Paul H., motion passed.

Chase moved to agenda item review CSMs. Chase shared a CSM for David and Lisa Christianson off of 760<sup>th</sup> (Retzloff Road). There were no concerns for the CSM, and lot sizes meet the Town requirements. Motion to approve CSM made by Amanda, 2<sup>nd</sup> by Kelley. Motion passed. Chase shared a proposed land division request from Amanda Klosterman, on County road J. The division is a sale of 10 acres to an adjacent land owner and the Board agreed is exempt from the Town of Sherman Sub division ordinance and referenced Wisconsin State Statute 236.45 regarding sale of lot to adjacent land owner. Kelley made the motion to conclude Klosterman land division does not need board approval based on s. 236.45 Wis. Statutes. 2<sup>nd</sup> by Paul H. Motion passed. Amanda Abstained from vote.

Review of Building Permits – Amber Jakes for a poll shed on 850<sup>th</sup> Ave.

Review of Driveway Permits – Chase shared a driveway permit for Abe Bensend on 940<sup>th</sup> Ave.

Proposed driveway meets Activity in the right of way Town requirements. Motion to approve Driveway permit made by Amanda, 2<sup>nd</sup> by Paul W. Motion passed.

Review of Utility Permits -there were none

Chase moved to agenda item Consider Boyceville fire hall, land, and truck loan. Chase obtained loan bids from 4 banks in the amounts of \$211,740.00 (fire hall construction and land) and \$248,200.00 (fire hall construction, land, and fire truck) Westconsin Credit Union, and Dairy State Bank had highest interest rates. People's State Bank bid was 3.2% fixed with a \$1,000 donation to Boyceville Fire Department, and the stipulation that we would need to move our banking accounts to them. Bremer (our current bank) was 3.1% fixed. Motion to take out a loan instead of paying for Boyceville Fire Hall costs from funds on hand made by Kelley, 2<sup>nd</sup> by Amanda. Motion passed. Motion to go with Bremer bank for a loan for up to \$248,200.00 made by Kelley, 2<sup>nd</sup> by Amanda. Motion passed. Discussion on semi-annual or annual payments. Motion to go with annual payments for a loan up to \$248,200.00 made by Amanda, 2<sup>nd</sup> by Paul W. 2<sup>nd</sup>. Rick Geisen with Bremer Bank provided a Resolution to Borrow.

Paul H. provided an update on Boyceville Fire including contact phone numbers for burning permits, the department is up to 32 fire fighters, there have been 36 calls to date, the old fire truck sold for \$5,527.00, and the department purchased it's appliances in the amount of \$6,602.00 for the new hall with the Thrivant donation money. Paul H. shared discussion on the building permit fee increase from \$20.00 to \$1,759.00. Paul H. also noted he is on the 5 year planning committee.

Chase moved to agenda item Roadwork update. Terry noted he has been hauling crushed rock, got a load of cold mix for hand patching, took care of some down trees, the shop door is fixed, took down weight limit signs, replaced broke signs, cemetery maintenance, and grader work on Buckeye and Ford roads. Mitchell Potter inquired about a timeline to add the dead end sign on their road.

Chase moved to Consider Summer Road Work. Chase shared the updated WISLIR rating report for the Town of Sherman's roads and shared the Wisconsin Towns Association estimated costs for road work based on road ratings. Chase noted that costs for local road improvements have significantly increased over the last 20 years, while funding has not, making it difficult to fund the necessary road work. Chase added some detail to help put perspective on road work. The Town of Sherman's total budget is \$360,000.00. \$200,000.00 of which is designated for roads (\$100,000.00 public works and maintenance, and \$100,000.00 for capital improvements) Chase noted that a complete road build cost (provided by the WTA) is approximately \$180,000.00 per mile, Mill and Overlay \$80,000.00 per mile and chip sealing \$25,000.00 per mile. Using the Town of Sherman's PASER ratings on roads the estimated cost for all necessary road work in the Town is estimated around \$3.1 million. Discussion on which roads that need complete re-build, and which ones require maintenance. Chase requested the Board to take a week to consider which roads should be prioritized this year.

Chase requested a short recess at 8:10pm. Meeting resumed at 8:14pm.

Chase moved to agenda item Consider lifting building restrictions on parcel 17032221913253400002 for Nick and Mary Rassbach. Chase stated that the lot in question pre-dates the Town's Sub division

ordinance that indicated a private road that has 3 residential homes on it would need to be brought up to Town Road Standards prior to the issuance of a 4<sup>th</sup> building permit, and that because the parcels were already existing, the pervious verbal building restriction should not be enforced. Paul H. made verbal affirmation that Rassbach's previous verbal building restriction should not be enforced and that the driveway would not need to be brought up to town road standards because the parcel was purchased before the Sub division ordinance was passed, agreement passed. Paul W. verbally voted no in affirming building on parcel 17032221913253400002.

Chairman Chase moved to agenda item Update on Town Website. Chase provided screen shots of what the new website looks like. Ashley noted she met with Courtney at JB systems to learn the admin side of the website on Tuesday, 21<sup>st</sup> and noted the items on the website and information available on the new website.

Chase moved to agenda item consider laptop purchase for Clerk/Treasurer. Ashley noted that the current town laptop has never had any problems, but is from 2006 and is becoming difficult to complete some administrative tasks that require newer software. Ashley noted that the accounting software, Quickbooks is also from 2006 and should be updated as well. Amanda made the motion to approve spending up to \$1,300.00 for a new laptop and software purchase, motion 2<sup>nd</sup>, and passed.

Chase moved to agenda item email addresses for Town Board. Chase stated that it's recommend that each board member have a different email separate from their personal email due to Wisconsin Open Records Law. The email address could then be passed on to the next person in that position. The new chairman address is. [Sherman.chairperson@gmail.com](mailto:Sherman.chairperson@gmail.com). Chase recommended following the same format for each email address. Example: [Sherman.supervisor1@gmail.com](mailto:Sherman.supervisor1@gmail.com).

Chairman Chase moved to discussion of reimbursement of expenses for town board members and employees. Chase stated that currently the Town does not reimburse for mileage and noted that he thinks any business miles (outside of normal expected job duties) should be reimbursed at the federal IRS rate of .58 per mile per s. ch.60 Wis. Statutes. Chase inquired with the public present on their opinions, and those that shared agreed mileage should be reimbursed. Ashley will create a form for mileage reimbursement submittal.

Chase stated that due to the time, he would like to move the remaining two agenda items to next month's agenda. There were no objections.

Motion to schedule next meeting date for Tuesday, June 18<sup>th</sup> at 6:30pm made by Amanda, 2<sup>nd</sup> by Paul H, Motion passed. Motion to schedule July meeting date for Wednesday, July 17<sup>th</sup> a 6:30pm made by Kelley, 2<sup>nd</sup> by Paul H. Motion passed.

Kelley noted that the next PR&D meeting is scheduled for Tuesday, 28<sup>th</sup> at 8:30am.

Motion to adjourn meeting made by Paul W and 2<sup>nd</sup> by Amanda, Motion passed. Meeting adjourned at 9:05 pm

Submitted by: Ashley Score, Clerk/Treasurer, Town of Sherman