

TOWN OF SHERMAN  
MONTHLY BOARD MEETING  
June 18, 2019

Chairman Chase Potter called the June 18, 2019 Monthly Board Meeting to order at 6:30 p.m. at the Sherman Town Hall and stated that the meeting had been properly noticed and published.

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 May 22, 2019 monthly meeting. Amanda requested clarification on Page 3, Line 3 with further detail indicating Rassbach's previous verbal building restriction should not be enforced and they would not have to bring the driveway up to down roads standards because the parcel was purchased prior to the sub-division ordinance being passed. Motion to approve the May 22, 2019 meeting minutes as amended made by Amanda, 2<sup>nd</sup> by Kelley. Motion passed.

Chase moved to agenda item of public input. Dave Raehsler inquired if there were any plans to make improvements on Buckeye Road (390<sup>th</sup>) indicating that the gravel road has potholes and has turned to mud in portions near the connection to County Road J, and just south of the hill on the northern end. Dave voiced his concerns regarding the dust created on the road as well. Chase noted consider summer road work is on the agenda. Terry received a thank you card from John and Andrea Talmage regarding the culvert repair on their road. Shaun Dudek praised the new town website.

Ashley provided a clerk's report and update on activities including an update on the new HP Pavilion laptop (with 4 year extended protection plan) and 2019 Quickbooks accounting software. Ashley transferred the AVG antivirus subscription to the new laptop and installed the Office 365 subscription. Ashley inquired about subscribing to Quickbooks automatic online back ups or continue with thumb drive back-ups. Ashley will look into OneDrive as a back up option. Ashley noted she completed the quarterly payroll reports: Fed 941, State withholding, and unemployment report. Ashley shared 2 sanitary permits and 1 PIN report from the County as well as a thank you note and Kwik trip gift card from JB Systems thanking the Town for choosing them for the website development. Ashley inquired if the Board would like draft monthly meeting minutes emailed to them upon completion or just notified that they have been added to the website. Ashley will notify the Board when the draft meeting minutes are posted on the website. Ashley received the annual post office box renewal form from Boyceville Post Office and inquired if the Board would like to keep the post office box, or have the 3 monthly bills mailed directly to Ashley's house along with the other bills, switch all bills to the Post Office box, or leave as is. The Board agreed to switch the 3 monthly

bills to be mailed directly to Ashley's house and discontinue using the post office box. Paul W. inquired about adding mileage reimbursement to the 2019 Budget. Ashley noted the sub-line item was added under supervisor's salary in General Government. Chase stated if it looks like General Government expenses will exceed the 2019 budget, we should consider amending the budget at that time. Motion to approve invoices paid report made by Amanda, 2<sup>nd</sup> by Paul W. Motion passed.

Chase moved to agenda item review CSMs. Present were Ron Jaspersen, and Danni Burt. Chase noted this is the CSM the board previously denied due to non-compliance with the Town's sub-division ordinance requiring building permits. Danni noted the septic had been installed and provided copies of the County zoning permits and sanitary permits. Danni also noted that he is scheduled to submit the building permit with Fred Weber this Friday 21<sup>st</sup>. Chase noted that the lot sizes meet the Town's sub-division ordinance minimum requirements. Motion to approve CSM with stipulation that the building permit is issued made by Amanda, 2<sup>nd</sup> by Paul W. motion passed.

Review of Building Permits – none

Review of Driveway Permits – Chase shared a driveway permit for Joel Prichard. Motion to approve permit made by Amanda, 2<sup>nd</sup> by Paul W. Motion passed. Chase shared a driveway permit application from Michael Bloom on 810<sup>th</sup> Ave. The Board raised concerns regarding proposed location and sight distance and slope of the hill. Paul H. made a motion to request a more detailed plan from the applicant, 2<sup>nd</sup> by Paul W. General discussion on sight distance requirements. Paul agreed with friendly amendment for applicant to provide more detailed plans for the driveway location with 250 foot sight distance on road, 2<sup>nd</sup> by Amanda. Motion passed with friendly amendment.

Review of Utility Permits -there were none

Paul H. provided an update on Boyceville Fire. Paul noted that all the municipalities have paid their portions for the new fire hall. Paul reported on number of firefighters, calls, and driver's safety course as well as an update on the construction progress for the new fire hall. Paul added clarification to the building permit cost and noted there will be future discussion on the municipalities paying for water run off pond. Paul stated the next Boyceville fire meeting will be July 10<sup>th</sup> at 6:30pm and he will be unable to attend. Chase will attend in his place.

Chase moved to agenda item Roadwork update. Terry noted he has been hauling crushed rock, and cold mix. Mowing the ditches and hand patching. Terry has also scheduled the septic to be pumped by TL Sinz.

Chase moved to Consider ATV Routes. Present was Eldora Deraad the trail coordinator for Dunn County ATV/UTV Association. Eldora presented a map of the current approved ATV/UTV routes in Dunn County and indicated the Association would like to extend route options in the Town of Sherman. General discussion on speed limit, safety course requirements, infractions, signage, liability for the Town, and route options for local residents as well as visitors. Kelley made a motion

for Eldora to bring specific proposed routes in the Town of Sherman to the July 17th meeting and for the Board to provide an updated ATV ordinance to allow opening all Town of Sherman roads for consideration at the next monthly meeting, 2<sup>nd</sup> by Paul H. Motion passed.

Paul W. noted consideration of 2019 budget amendment may need to have specific budget items and monetary amounts indicated in the notice. Chase stated the Board will push 2019 budget amendment consideration on the July meeting agenda to confirm and comply.

Chase shared the updated WISLIR rating report for the Town of Sherman's roads that also included an analysis of how many residents live on each road, and the estimated cost per residence for necessary improvements to the road using the Wisconsin Town's Association estimated costs for road work.

The Board took a short recess at 8:40pm. Meeting resumed at 8:45pm.

Chase provided a list of cost estimates from Dunn County Highway Department for 5 potential projects for summer 2019 noting that Dunn County is likely the most cost effective for sealcoating, but not necessarily overlay. 760<sup>th</sup> Ave, and 745<sup>th</sup> Ave qualify for overlay. 810<sup>th</sup>, 510<sup>th</sup>, and 920<sup>th</sup> qualify for sealcoating. General discussion on costs for complete re-builds verses maintenance and possible programs to help with project expenses. Discussion on adding a turn around at the end of 745<sup>th</sup> for plowing at the same time as overlay is completed. Paul H. made the motion to go with Dunn County Highway Department for Projects #3-810<sup>th</sup> Ave. (\$33,440.00), #4-510<sup>th</sup> Street (\$19,800.00), and #5-920<sup>th</sup> Ave. (\$28,900.00) for sealcoating with fog seal, motion 2<sup>nd</sup> by Amanda. Motion passed. Amanda made a motion to go out for bids with intent for project completion this year for project #1-760<sup>th</sup> Ave. overlay, and Project #2-745<sup>th</sup> Ave. overlay with bid openings by the end of August 2019, motion 2<sup>nd</sup> by Kelley, motion passed. General discussion on Buckeye Road (390<sup>th</sup>) and possible actions to improve the road condition this year. Motion by Amanda to have Terry haul crushed rock to create a 4" base (for approx. \$5,000) in the low spot where 390<sup>th</sup> meets County Road J and approximately 500 feet on the south side of the hill, 2<sup>nd</sup> by Kelley. Motion passed.

Chairman Chase recused himself from the agenda items Consider Cottage Winery Liquor license renewal and Operator's license renewals. Ashley provided the application for liquor license renewal from Cottage Winery and noted she completed the background checks on the applications agents. Background checks came back clear for Teresa and Arlet Jorgenson. Ashley provided the Operator's application from Teresa Jorgenson, and Tiffany Arnold noting that she has not yet received the certificate of completion for the online server's safety course required to obtain the Operator's permit from Tiffany Arnold. Amanda made the motion to approve the liquor license renewal for cottage winery and the operator's license for Teresa Jorgenson, 2<sup>nd</sup> by Kelley, motion passed. Chase abstained from the vote. Ashley will wait to receive the certificate of server's safety course from Tiffany and place on future agenda for consideration.

Chase stated that due to the time, he would like to move the remaining agenda item, evaluate insurance coverage, to the next meeting. There were no objections.

The July monthly meeting had been scheduled for Wednesday, July 17<sup>th</sup> at 6:30pm. August monthly board meeting was scheduled for Tuesday, August 13<sup>th</sup> at 6:30pm.

Kelley provided an update on the Bremer Foundation and various grants offered.

Motion to adjourn meeting made by Amanda and 2<sup>nd</sup> by Kelley, Motion passed. Meeting adjourned at 9:45 pm

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