

TOWN OF SHERMAN
MONTHLY BOARD MEETING
July 17, 2019

Chairman Chase Potter called the July 17, 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, Clerk/Treasurer Ashley Score, and Patrolman Terry Ford were present. Supervisor Kelley Krause arrived late at 6:37pm. (Refer to sign in sheet for others present).

Chairman Potter asked if there were any additions or corrections to the minutes from the June 18, 2019 monthly meeting. Chase requested an edit to Page 3, paragraph 6 to further indicate that he abstained from voting on the liquor license approval for cottage winery not just recused himself from the discussion. Ashley will make the correction to the spelling of Kelley's name in the same paragraph. Motion to approve the June 18, 2019 meeting minutes amendment made by Chase, 2nd by Amanda. Motion passed. Motion to approve the June 18, 2019 meeting minutes as amended made by Paul, 2nd by Chase. Motion passed.

There was no public input.

Ashley provided a clerk's report and update on activities including the submittal of the annual liquor license report to the Department of Revenue. Ashley shared correspondence from Valarie Dormanen regarding the remaining unpaid portion of the fire call charge. Ms. Dormanen indicated they thought the Town of Sherman previously submitted the charge directly to their insurance. Ashley noted in the previous discussion with Mr. Dormanen, she was of the understanding he had submitted the charge to his insurance and was waiting to hear back. The Board agreed to request Ms. Dormanen to submit the charge to insurance for reimbursement. Motion to approve invoices paid report made by Paul, 2nd by Amanda, Motion passed.

Review of CSMs-there were none.

Review of Building Permits – Ashley issued 1 permit to Duane and Cindy Talmage for a 40'X80' poll shed. (Ashley will ask Fred Weber to provide a physical address for his habitable structure permits.)

Review of Driveway Permits – there were none

Review of Utility Permits -there were none

Chase moved to consider amending the ATV Ordinance. Present was Eldora Deraad the trail coordinator for Dunn County ATV/UTV Association. Eldora presented a highlighted map of the proposed signed trail to add to the 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 proposed signed trail for addition to the Dunn County trail map for non-residents using the trail system. General discussion on amending the Town of Sherman ATV Ordinance to include all Town of Sherman roads for residents to use to get to trail and adding clarification that “all-terrain vehicles” is the same as ATV/UTV. Chase asked if the Board was ready to end the discussion and take a roll call vote to amend The Town of Sherman ATV Ordinance No. O-01-2013 section 5 to include “All Town of Sherman Roads” for ATV/UTVs. Ashley took a roll call vote as follows: Paul, yes. Chase, Yes., Kelley, Yes. Amanda, Yes. Ordinance Amendment passed with all in favor. Ashley and Chase signed resolution #2019-2 ATV Ordinance Amendment for publication. Amendment has been instituted for Town of Sherman, and the State of Wisconsin DNR and Dunn County have been notified of the ATV ordinance amendment.

Chase provided an update on Boyceville Fire. Chase noted the continued discussion on storm water retention pond. A stormwater retention pond for fire hall construction was not included in the itemized costs from the engineer. The Charlotte street construction included a 12,000 cubic foot pond. A decision was made to increase the Charlotte Street pond to 15,000 cubic feet to accommodate the fire hall construction rather than build two separate ponds. Chase noted the discussion on possible ways split the cost for the stormwater retention pond with the fire district and the Village of Boyceville.

Chase moved to agenda item Roadwork update. Terry noted he has been putting up new signs/posts, cutting ditches, taking care of down trees, grader patching, hand patching and the shop’s fire inspection went well. Ashley will add minutes to the long distance calling card for the shop. Terry noted it took him approx.. 1 hour to place the dead end sign on Lund Road. Amanda made a motion to submit an invoice to Chase and Mitchell Potter for 1hr labor at \$35 truck/man time, 2nd by Paul. Motion passed. Chase Abstained. Gail Stark inquired about the old culverts sitting by the old town hall and the possibility of the County removing them since they are currently working on that stretch of County Road F. Chase will call Dustin with the inquiry.

Chairman Chase moved to agenda item Consider Cottage Winery Operator’s license renewal. Ashley receive the certificate of server’s safety course for the application, but received a request to cancel the approval from Teresa. No consideration of an operator’s license for approval was needed.

Chase moved to agenda item Consider Draft of Wipfli 2018 financial audit report previously sent to the Board members. Ashley noted the letter and report looks similar to previous years and the total retained taxes by the Town is less than budgeted amount due to tax collections taking place in December and January, 2 separate fiscal years. Discussion on the possible internal control steps that

could be taken to alleviate the “significant deficiency” in the internal control matters and segregation of duties. Ashley shared that she has inquired about this issue in the past, and that she was told it is a statement used by financial auditors because it’s a combined clerk/treasurer position and there is no segregation of financial duties. The Board agreed to have Ashley contact Wipfli to see if there are further internal control steps that could be taken to alleviate the deficiency prior to approval of the draft.

Chase moved to Consider Amending the 2019 Budget to increase the Public Safety, Boyceville Fire expense line \$211,740.00 from \$13,361.00 to \$225,101.00. Increasing Capital Improvement expense line \$86,000.00 from \$100,000.00 to \$186,000.00, increasing income \$248,000.00 for the Bremer Bank Fire Hall note, and increase total indebtedness \$248,000.00. Ashley took a roll call vote to amend the 2019 budget as discussed. Paul, yes. Chase, yes., Kelley, Yes. Amanda, Yes. 2019 Budget Amendment passed with all in favor. Chase and Ashley signed Resolution #2019-1 Amending the 2019 budget for publication. Amendment will be effective 1 day after publication.

The Board took a short recess at 8:00pm. Meeting resumed at 8:05pm.

Chase moved to agenda item discuss vacancy for supervisor #3 position created by Paul Wathke’s resignation. Paul noted due to time constraints with work he would be unable to fulfill the duties of the position effective after the June monthly meeting. Chase shared that he believes because there is no Sherman ordinance increasing the Board size from 3 to 5 in 2002 that it was done incorrectly and should be addressed. Options shared from Carol, WTA attorney are to pass an ordinance now to officially increase the board size, or go back to 3 board members. Discussion on pros and cons of 3 or 5 members. The Board agreed to leave Supervisor #3 position vacant at this time and address the issue later this fall.

Consider summer road work. Chase noted that the request for proposals was submitted for publication and to two local companies for the two overlay projects. Chase stated after further discussion he and Terry thought it appropriate to push aside fill and add crushed rock at the end of 745th instead of including a turn around in the job bid. Motion for Chase to talk to land owner and contact contractor’s to create space for a turn around, not to exceed \$5,000.00 made by Amanda, 2nd by Kelley. Motion passed. Chase shared the bridge petition for the culvert repair cost share from county. The total cost was \$7,692.00, the County will reimburse 50% of the total cost. Motion to approve the petition made by Paul, 2nd by Amanda, Motion passed. All board members signed the petition. Chase shared a concern from a resident regarding the need for ditching on Rodey Road. Discussion on the greater need for ditching in the Town. The Board decided to table to the discussion to a future agenda.

The August monthly meeting had been scheduled for Tuesday, August 13th at 6:30pm. September monthly board meeting was scheduled for Wednesday, September 18th at 6:30pm.

Kelley provided thoughts on the Dunn County proposed sub-division ordinance amendment and the next WTA meeting scheduled for July 29th. Amanda shared a resident's concern on sight distance on 810th Ave, the county will be contacted to handle.

Motion to adjourn meeting made by Amanda and 2nd by Paul, Motion passed. Meeting adjourned at 9:12 pm

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