

TOWN OF SHERMAN  
MONTHLY BOARD MEETING  
October 23, 2019

Chairman Chase Potter called the October 23, 2019 Monthly Board Meeting to order at 7:51 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, Kelley Krause, Clerk/Treasurer Ashley Score, and Patrolman Terry Ford were present. (Refer to sign in sheet for others present).

Chairman Chase moved directly to agenda item “Consider Broadband Partnership Agreement with 24/7 Telecom”. Todd Sisko from 24/7 Telecom presented the public/private partnership agreement for grant application and noted it was the same as last year’s grant application. The Town of Sherman pledged a \$5,000.00 contribution for the grant application in 2018. Discussion on the grant application point system, importance of fiber broadband, timeline of project if grant is accepted and possible dollar amounts to contribute to project application. Amanda made the motion to pledge the same as 2018 grant application of \$5,000.00 for the 2019 partnership agreement with 24/7 Telecom broadband expansion grant application, 2<sup>nd</sup> by Kelley. Roll Call vote, Paul-Yes, Chase-Yes, Amanda-Yes, Kelley-Yes. Motion passed with all in favor.

Chairman Chase moved to agenda item of Public input. Bob Rosendahl wanted to give the Board a heads up that he intends to bring a request for a sub-division ordinance variance to switch his duplexes to twin homes with party wall agreements at the November monthly board meeting.

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

Ashley provided a clerk’s report and update on activities including sending notices out for delinquent solid waste fee charges and completing the annual workman’s compensation payroll audit for Rural Mutual insurance. Ashley shared the Highway Safety workshop information with dates, County sanitary permit, and PIN report. Ashley noted she contacted Wipfli regarding the annual financial audit and analysis report procedures and if there would be any cost savings or relief of “significant deficiency” in the internal control matters in having the Clerk complete the financial analysis report instead of Wipfli. In response, Wipfli noted that there would not be a cost reduction because Wipfli would still need to have to review the financial statements as well. And “ Assuming ‘the Clerk’ had the capability to do it ‘they’ also need about a 50 page financial disclosure checklist prepared by the ‘clerk’ to show ‘them’ the ‘clerk understands the necessary disclosures...’ and “None of our

township clients have the expertise to even attempt this. This finding is applicable to over 95% of our clients and all of our township clients as that is why they hire the auditor...” Ashley also noted she contacted the WMCA in attempt to gather information on what other municipalities procedures are. Ashley noted that the WMCA doesn’t have that information, but suggested using clerkslist to ask the question to other clerks around the state. Ashley shared the question as follows: A.) do Clerk’s provide the financial analysis reports to the auditor, B.) do they hire an accountant to do the financial analysis, C.) does the auditor do the analysis along with their report. Ashley noted that in the 5 responses-1 municipality stated they do not do financial audits because their clerk and treasurer positions are separate, and the other 4 municipalities stated C.) the auditor does that analysis along with their report. Motion to approve invoices paid report made by Kelley, 2<sup>nd</sup> by Amanda, Motion passed.

Review of CSMs-there were none.

Review of Building Permits – Ashley issued 2 permits. Dan Debee for a shed, and James Paquette for a small independent structure.

Review of Driveway Permits – there were none

Review of Utility Permits -there were none

Chase moved to agenda “Amend 2019 Budget” and stated the Budget needed to be amended to accommodate the Boyceville Fire Truck payment, and an increase in Public works for accommodate the extra cost in salt/sand and coldmix. Motion to approve amendment made by Amanda, 2<sup>nd</sup> by Kelley. Roll Call Vote, Paul-Yes, Chase-Yes, Amanda-Yes, Kelley-Yes. Motion passed with all in favor and none opposed.

Ashley shared the list of delinquent solid waste charges, and the 750<sup>th</sup> street light special charges for consideration to be added to the 2020 tax roll. Motion to approve the delinquent solid waste charges to be added to the tax roll made by Amanda, 2<sup>nd</sup> by Kelley. Motion passed. Motion to approve the street light special charges to be added to the tax roll made by Amanda, 2<sup>nd</sup> by Paul. Motion passed. Discussion on delinquent special charges from accounts receivable invoices. Motion to approve Bud Mecusker charge of \$36.93 and Chad Peterson charge of \$1,414.46 to be added to the tax roll made by Kelley, 2<sup>nd</sup> by Amanda, motion passed. Ashley will send notices of charges being added to tax roll to Mr. Mecusker, and Mr. Peterson.

Ashley shared the Dunn County Tax collection contract noting that the fee per parcel will be the same as 2019 at \$2.30 each, and the noticing requirements stay the same as well. Motion to approve contract made by Kelley, 2<sup>nd</sup> by Amanda, motion passed.

Chairman Chase moved to agenda item Consider Records Retention Policy. Kelley shared her concern of being able to access any records that are disposed of or donated to the Historical Society. Discussion on adopting a policy in order to dispose of old records. The Board agreed to add

consideration to a January meeting after everyone has time to individually go through the Historical Society's records retention policy and bring suggestions for changes/edits to be scheduled in December.

Chase moved to agenda item Roadwork update. Terry noted he has been working on tractor chain for cross links, took the truck to Eau Claire for winterizing, dealt with a down tree on Woods road, and will contact Irv Smith heating for maintenance on the shop heaters. Terry also noted he and Randy picked up a table and chairs, lawn mower, and lazy boy recliners left on the side of Retzloff road. Terry will be out of Town November 9<sup>th</sup> and the grader will be going to the County for an oil change and to get ready for winter.

Chase shared a two year road plan including 745<sup>th</sup> Ave (Finske Road), and 865<sup>th</sup> Ave (woods road) for completion in 2020, and 410<sup>th</sup> Street (Draeger Road) for completion in 2021 for consideration so the LRIP grant application can be submitted. Motion to approve two year road plan as presented made by Amanda, 2<sup>nd</sup> by Paul. Motion passed. Motion for Chase to submit the LRIP grant application made by Paul, 2<sup>nd</sup> by Amanda. Motion passed.

Paul provided an update on Boyceville Fire noting the possibility of hiring a clerk/treasurer for \$500.00/month and that Karen Adams has expressed interest in the job. Paul noted a change order for \$795.00 for the counter and sink in the new fire hall. There is a builders meeting on October 30<sup>th</sup> and the fire hall is still estimated for completion on November 20<sup>th</sup>. The generator arrived and there is discussion in switching it to compressed gas instead of LP. Next Fire meeting is November 16, 2019 at 6:30pm, and 5 year planning meeting is November 6<sup>th</sup>, 2019 at 5:30pm. Kelley shared that she attended the Menomonie Rural Fire meeting and shared the new fire truck purchased was \$491,700.00. Kelley shared that Menomonie Rural Fire would prefer the quarterly dues be paid prior to the beginning of that fiscal quarter.

Motion to schedule the November public budget hearing and special meeting of the electors Wednesday, November 20, 2019 at 6:00pm and the November monthly board meeting to immediately follow made by Kelley, 2<sup>nd</sup> by Chase. Motion passed.

Motion to set the December monthly board meeting for Thursday, December 12<sup>th</sup>, 2019 at 6:30pm made by Amanda, 2<sup>nd</sup> by Kelley, motion passed.

No other items for discussion only

Motion to adjourn meeting made by Paul and 2<sup>nd</sup> by Chase, Motion passed.

Meeting adjourned at 9:30 pm.

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