

TOWN OF SHERMAN
MONTHLY BOARD MEETING
December 12, 2019

Chairman Chase Potter called the December 12, 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, 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 November 20, 2019 monthly meeting. Motion to approve the November 20, 2019 monthly meeting minutes made by Amanda, 2nd by Paul. Motion passed.

There was no public input.

Ashley provided a clerk's report and update on activities including tax roll preparation and certification, mailing 2020 solid waste and dog license postcard billing and picking up the permits and tags from the County. Ashley submitted the Levy Limit worksheet to the DOR, PILT mill rate worksheet to the DNR, Statement of Taxes to the DOR, completed the 941 quarterly payroll report, and completed the 2019 tax summary sheet. Ashley inquired about options for distributing the courtesy tax summary report. In previous years, the report has been mailed with the solid waste permit, and the new 2020 solid waste permit envelopes are glued shut. Discussion on distribution through website access and paper copies. Amanda made the motion to post the 2020 tax summary sheet to the website with a note that paper copies are available upon request and will be available at the Town hall during monthly meetings and elections, 2nd by Paul. Motion passed. Ashley shared the proposed open book and Board of Review dates for 2020. Motion made to confirm BOR for June 11, 2020 from 2:00-4:00pm, and to reconsider open book due to conflict with Memorial Day made by Chase, 2nd by Paul. Motion passed. Ashley noted she will be attending election security training in Hudson on Tuesday, December 17th. Ashley shared the PIN report from the County and correspondence received from the County sent to Kevin Hoyt regarding unpermitted structures. Motion to approve the invoices paid report made by Amanda, 2nd by Chase. Motion passed. Motion to approve reimbursement to Terry for welding supplies in the amount of \$110.72 made by Paul, 2nd by Kelley. Motion passed.

Review of CSMs-there were none

Review of Building Permits – there were none

Review of Driveway Permits – there were none

Review of Utility Permits -there were none

Chase moved to agenda item Roadwork update. Terry noted he has been working on salt sanding, plowing and repairs.

Chase provided an update on Boyceville Fire and Ambulance noting there were 73 fire calls in November. The Fire District has 2 new hires and discussion on adding propane capability to the natural gas generator. Completion date of the new hall is anticipated for December 20th and an open house to be schedule in the new year. Chase shared an update on a possible ordinance with a fee schedule for fire inspections. The district is currently working on getting a law firm to assist in updating the district municipality agreements. Chase noted that the Ambulance Chief is currently on paid administrative leave and the interim chief and captain requested an additional \$2,000 each for the month of December, and \$1,000 each in January for the additional work load. The Ambulance district approved a job description and \$6,000 yearly salary for the new clerk/treasurer position and a decrease of \$4,800 for chief position due to less work load when a new clerk/treasurer begins.

Chase moved to agenda item consider approval of Wipfli 2019 financial audit contract for services. Ashley shared she contact 6 accounting/financial firms to get quotes for municipal audits. Brunstrom Accounting, Richardson Tax and Accounting, SH Young & Associates, and McMahon, Scheifler & Wood do not to municipal audits. Clifton, Larson, Allen quoted \$4,000-\$5,000, and Bowman and Associates quoted \$3,500-\$4,300. Discussion on financial audit costs. Kelley made the motion to approve the 2019 Wipfli financial audit contract, 2nd by Amanda. Motion passed.

Chase moved to agenda item consider election inspector list for 2-year term 2020-2021. Ashley shared a list of 12 people, with the only updates of removing Jean Retz, and adding Marilyn Heifner. Motion to approve election inspector list for 2-year term 2020-2021 made by Chase, 2nd by Amanda. Motion passed.

Motion to schedule 2020 caucus for Wednesday, January 8th at 6:00pm and the January monthly meeting to immediately follow made by Kelley, 2nd by Paul. Motion passed.

Motion to schedule the February monthly board meeting Wednesday, February 19th, 2020 at 6:30pm Made by Paul, 2nd by Chase. Motion passed.

Any other business for discussion only. Chase shared that the 90/10 program grant application for Wood road had been submitted. Chase also noted that the town bridges are on a 2-year inspection schedule with 2 of the bridges on a 1-year inspection schedule. The County completed the inspections on the 2 yearly inspected bridges. The Wisconsin Department of Transportation completed structural testing on timber bridge P17-102 on 380th street with new policies effective January 1, 2020 requiring structural review on timber bridges that don't meet requirements. The Town will wait to see if bridge P17-102 will be grandfathered in or will require structural engineering review. Kelley noted the next solid waste meeting is January 7th, 2020 at 4:30pm and assessment increases planned for 2021.

Chase moved to agenda items consider health care allowance for patrolman. Paul made the motion to go into closed session pursuant state statute 19.85 (1)(c) considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, 2nd by Amanda. Roll call vote as follows: Paul-yes, Chase-yes, Amanda-yes, Kelley-yes. All in favor, none opposed.

Closed session.

December monthly meeting adjourned while in closed session at 8:15pm.

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