

TOWN OF SHERMAN
MONTHLY BOARD MEETING
May 20, 2020

Chairman Chase Potter called the May 20, 2020 Monthly Board Meeting to order at 6:30 p.m. and stated that the meeting had been properly noticed and published.

Chairman Chase Potter, Board Members Paul Heifner, Amanda Klosterman, Lynn Smith, Kelley Krause, Clerk/Treasurer Ashley Score, and Patrolman Terry Ford were present. Randy Hathaway was also present.

Chairman Potter asked if there were any additions or corrections to the minutes from the April 22, 2020 monthly meeting. Amanda requested a change to page 3, paragraph 3 to add the residents name to the Buckeye road improvement requests and date of request made. Motion to approve minutes with corrections as stated made by Amanda, 2nd by Paul. Motion passed.

There was no public input.

Ashley provided a clerk's report and update on correspondence. Ashley shared that she contacted JB Systems regarding possible discounts and savings for the package upgrade fee and noted there were no other discounts, other than a referral program, available. JB systems, again, mentioned using MailChimp as a newsletter/email sign up option in the footer of the website indicating that option has no additional expense. Amanda made the motion to add utilizing MailChimp services to the next agenda, 2nd by Chase. Motion passed. Ashley shared the analytics for the website with a total of 4,102 visits since the website went live last year. Ashley shared the PIN report from the County and a letter that was sent to American Patriot Storage from Dunn County Zoning regarding lighting concerns for the facility. Ashley dropped off the 2019 financial materials at the Wipfli office for the annual audit. Ashley sent the liquor license renewal materials to Cottage Winery for their annual license renewal. Motion to approve the invoices for payment report made by Paul, 2nd by Kelley. Motion passed.

Review of CSMs-there were none.

Review of Building Permits – Ashley issued threes building permits, all for pole sheds, to Jonathan and Virginia Bauer, Brian and Wendy Wold, and Courtney and Lisa Olson.

Review of Driveway Permits – there were none.

Review of Utility Permits – there were none.

Paul provided an update on the Boyceville Fire and Ambulance services. Paul noted that the court case for the charges against the Chief is May 26th, and the re-instated captain is no longer employed with the Boyceville Ambulance service. Paul also shared a failed motion at the May 13th meeting to look into possible discrepancies in the ambulance association funds. Paul added there has been 83 calls, provided an update on the racing schedule, as well as a need for new lighting in the ambulance building.

Replacement lighting will be budgeted in the 2021 budget. Paul shared that the new Boyceville Fire Hall open house has been put on hold due to COVID-19 and it looks like the building project will come in under budget when the last payments are made.

Terry provided an update on road work accomplished including; stockpiling 2 loads of salt sand at the Hay River Town hall, cutting down trees from storms, picking up 4 loads of crushed rock for shouldering, cutting and spraying trees by the bridge on Wahl road, and sign replacements. Terry took the truck to Eau Claire for maintenance and the grader to the County for maintenance and recently started hand patching.

Chairman Chase moved to agenda item “Open and Consider bids for 410th and 745th Reconstruction Projects”. Chase received 2 bids, via email, from Senn blacktop and Monarch paving. Discussion on specs and costs differences for each bid for 410th. Chase stated that in-order to switch the LRIP funds from 910th to 410th the request for proposals needs to indicate LRIP funds will be used, and the RFP should be re-done to move forward with awarding the bids. Paul made the motion for Chairman Chase to secure appropriate ditching and possible culvert replacement on 410th and to not to exceed \$5,000, Kelley 2nd. Motion passed. Discussion on specs and costs for 745th and increasing the overlay to 2” when re-doing the RFP to include the LRIP funds.

Chase moved on to agenda item “Consider Chip Seal bids from Dunn County Highway Department”. Discussion on project #1 options for 750th Ave, Hintz road to crack fill only, or crack fill, chip seal, and fog seal to protect the investment for a higher traffic road. Lynn made the motion to have Dunn County crack fill, chip seal, and fog seal project #1 750th Ave from highway 79 to County Road J for \$38,954.75, 2nd by Amanda. Roll call vote, Paul-Yes, Kelley-Yes, Lynn-Yes, Amanda-Yes, Chase-Yes. Motion passed with 5 in favor, none opposed. Discussion on Project #2, 940th Ave. and Capital Improvements budget of \$150,000.00 with other priority road projects. Paul made the motion to table Project #2, 940th Ave until August and re-consider it at that time, 2nd by Chase. Motion passed.

Chase moved to agenda item “Consider Summer Road Work”. Chase noted that last year the Board approved adding a turnaround at the end of 745th Ave., the landowner had approved it as well, and all that was needed was to find a contractor to complete the job. Chairman Chase wanted to affirm that he still has standing authority to complete the job as previously stated, the Board agreed. Further discussion on dust control options on Buckeye Road. Chase will inquire with Dunn County on the possibility of a double chip seal on the last 100 feet of Buckeye Road to control dust around the homes and where Buckeye Road meets County Road J. Discussion on grader patching for upkeep on Woods Road, and Jones Road.

The Board took a short recess at 8:12pm and re-convened at 8:15pm.

Chase moved on to “Define Cemetery Maintenance Duties” to provide clear expectations for Randy. The board reviewed the draft document for cemetery maintenance duties. Discussion on who is responsible for head stone maintenance and care. Amanda will call Cemetery Sexton, Laverne Jones, to inquire about perpetual care, and options to contact remaining family members for the 14 headstones that need repair or maintenance. Motion to adopt the cemetery maintenance duties description with changes as discussed made by Amanda, 2nd by Paul. Motion passed.

Next monthly meeting is scheduled for Wednesday, June 17, 2020 at 6:30pm. Open book is scheduled for May 26th, 2020 from 9:00am-11:00am. Board is Review is scheduled for June 11, 2020 2:00pm – 4:00pm. Amanda made the motion to schedule the July monthly meeting for Wednesday, July 15th at 6:30pm, 2nd by Lynn. Motion passed.

For Discussion only. The Board discussed the draft newsletter items as previously distributed. Discussion on adding an FAQ page to the website for most of the newsletter topics and to distribute a 1-page mailing highlighting the Town website, 2020 census, and August and November elections. Paul brought up the idea of the Town offering it’s own garbage and recycling services rather than contracting with Dunn County Solid Waste and Recycling in an effort to save money. Terry shared some information about trade in value for the lawn mower. Consideration for possible lawn mower trade in will be added to a future agenda.

Motion to adjourn the May monthly meeting made by Amanda, 2nd by Paul. Motion passed.

Meeting adjourned at 9:07pm.

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