

## **Minutes of the Town of Newbold Town Board Finance and Regular Town Board Meeting held on Thursday, May 14, 2020**

The Town of Newbold Town Board met on **Thursday, May 14, 2020** at 6:00 p.m. for the Town Board Finance meeting and Regular Monthly Meeting, at the Town of Newbold Town Hall, 4608 Apperson Drive, Rhinelander, Wisconsin, 54501, Oneida County, Wisconsin. The following were in attendance: Chairman, Dave Kroll and Supervisors, Bob Metropulos, Jim Staskiewicz, Mike McKenzie. Ed Hammer was absent and excused. Kim Gauthier, Clerk and Jodie Hess, Treasurer were present along with Town Assessor, Jef Muelver. Chairman Kroll called the meeting to order at 6:00 p.m., led the pledge of allegiance and the Clerk verified that the meeting was properly noticed to the public.

Discussion and action on prior town board meeting minutes of April 9, 2020. *A motion was made by Jim Staskiewicz and Mike McKenzie to approve the **meeting minutes** of April 9, 2020, as presented. That motion carried on a voice vote of all yes.*

Discussion and action on **scheduling the Town Annual Meeting**. The board agreed to re-schedule the annual town meeting to Tuesday, July 28, 2020, due to the COVID-19 pandemic.

Discussion and action on **Clerks attendance at UWGB Municipal Clerks & Treasurers Institute** this summer. The Clerk requested to attend the Institute which is a three year certification program with this year being her first year attending. The training is scheduled for July 12 through July 17, 2020 and will be conducted virtually due to the pandemic. A grant was applied for, but not received as there is no need for hotel and travel accommodations. The cost is \$489. *A motion was made by Jim Staskiewicz and Bob Metropulos to approve the Clerk's attendance at the July, UWGB Clerk's Institute at a cost of \$489. That motion carried on a voice vote of all yes.*

**Public Comment** received by Jef Muelver, **Town Assessor** who informed the town board that open book remote access procedures are possible due to the pandemic. In the end the regular open book procedure at the town hall with social distancing will be the preferred method.

Approval of **line item budget transfers**. *A motion was made by Jim Staskiewicz and Bob Metropulos to transfer from the general fund to town hall operating budget in the amount of \$1381.63 for a copy machine; from designated capital equipment to transportation equipment budget in the amount of \$799.97 for F350 toolbox; from the general fund to NORA designated in the amount of \$160 for donations and from general fund to long range planning in the amount of \$625 for additional building analysis. That motion carried on a voice vote of all yes.*

Approval of any **bills and disbursements**. *A motion was made by Mike McKenzie and Bob Metropulos to approve bills and disbursements as presented. That motion carried on a voice vote of all yes.* Financial reports were supplied by the Treasurer.

**Administrative** review and action, if necessary, concerning general government, public safety, recycling, sanitation, culture, education, job assignments, project updates, transportation, budget items, fund transfers, and future agenda items.

The next town **board meeting is scheduled** for June 11, 2020, at which time the board will discuss a conditional use permit and a citizen request the DOT received for possible multi-use on the town bike trail. A short May 28<sup>th</sup> meeting is scheduled for the purpose of awarding road bids.

Chairman Kroll informed the board that the Two Sisters Lake Association asked for new signage at the boat launch which was approved by Mr. Kroll and shown to the board.

**Adjournment.** *The meeting adjourned at 6:46 p.m., by Bob Metropulos and Jim Staskiewicz, with no objections.*

Respectfully submitted by Kim Gauthier, Town Clerk