

## **Minutes of the Town of Newbold Town Board Finance and Regular Town Board Meeting held on Thursday, August 12, 2021**

The Town of Newbold Town Board met on **Thursday, August 12, 2021** 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; Supervisors, Bob Metropulos, Jim Staskiewicz, Mike Suefloh, and Mike McKenzie; along with Kim Gauthier, Clerk and Jodie Hess, Treasurer.

The finance meeting was called to order by Chairman Dave Kroll at 6:00 p.m.

### **Budget Transfers and Approval of Disbursements:**

*Motion by Mr. Staskiewicz and Mr. McKenzie to approve the transfer from general fund to designated fire insurance dues grant in the amount of \$17,142.20 and transfer from general fund to VFD operating budget in the amount of \$7,107.50 and transfer from designated fire insurance dues grant to fire insurance dues budget in the amount of \$11,984.18 and transfer from general fund to designated NORA donations in the amount of \$291.00. That motion carried on a voice vote of all aye.*

*Motion by Mr. Metropulos and Mr. Suefloh to approve bills and disbursements as presented. That motion carried on a voice vote of all aye.*

Financial reports received included the budget expenditure report, banking summary and cash status and designated funds report. The finance meeting adjourned at 6:19 p.m., on a motion made by Mr. Staskiewicz and Mr. Metropulos with no objections.

**Regular Town Board Meeting:** Chairman Kroll called the meeting to order at 6:30 p.m., and led the pledge of allegiance. The Clerk verified that the meeting was properly noticed to the public on all three town bulletin boards. The agenda was also posted on the town website.

### **Public comment and communication whereby the Town Board may receive input on any matter raised by the public.**

Nancy Ver Kuilen commented on the petitions submitted at the town board meeting on July 8<sup>th</sup> by Glenn Schiffmann stating there were 100 signatures of support of the rezone petitions previously reviewed by the town and county. Ms. Ver Kuilen obtained a copy of the petitions and noted upon further research there were many duplicates and some non-existing parcels bringing the actual amount to 31 signatures. Ms. Ver Kuilen asked how the town board is reviewing and verifying petitions for accuracy and would like the board to consider further discussion on this matter.

### **Approval of prior Town Board Meeting Minutes:**

Motion by Mr. Staskiewicz and Mr. McKenzie to approve the minutes of July 29, 2021, as presented. That motion carried on a voice vote of three ayes and Mr. Kroll and Mr. Suefloh abstaining.

### **Monthly Town Assessor Report by Jef Muelver, Town Assessor:**

Mr. Muelver provided the board with a written report and noted real estate sales are up 24% in Newbold over last year. The state will removing themselves as a taxing jurisdiction on the tax bills and there are several law changes before the legislature related to taxing.

**County Board of Supervisors Report:** Jim Winkler was present and noted the county is working on manure ordinance language. The county fair was a big success and ended the year in the “black” while working on becoming self-sustaining.

**Library Report by Newbold Representative:**

Gwen Harron was present and provided the Clerk with a written report which included an update on a new property management service; reading programs this summer and upcoming programs this coming fall; masks are required again in the library and circulations were up this summer from last year.

**Discussion and action on Oneida County Zoning Requests, Plan Commission and Citizen Zoning Requests, if any along with Plan Commission Chairman’s Report.**

Mr. Sueflohn noted there was no meeting this month and requested an update on the Michele Forstner application in his absence last meeting. It was noted by the Clerk that the county sent a letter of approval to the town regarding this application.

**Discussion and action on service agreement with Funktion Design.**

The contract was presented to the town board for additional services the board requested in possible remodeling options for the town shop and town hall. The cost of the additional services is just over \$4,000 with scope defined and read in the agreement. Discussion on need and costs of architectural services. *Motion by Mr. McKenzie and Mr. Sueflohn to approve the Funktion Design service agreement as presented. That motion carried on a voice vote of all aye.*

**Discussion and possible action on replacing the garage door at the town shop.**

Mr. Fetzer indicated the town board discussed this option on the back portion of the shop building last year and money was set aside in the amount of \$10,000. The need is to allow two plow trucks to fit in the garage without damaging the door frame, as has happened in the past. The estimate last year was \$9,500 and now the estimate is \$14,000 due to material increases. *Motion by Mr. Staskiewicz and Mr. McKenzie to approve the shop garage door project at a cost not to exceed \$14,000. That motion carried on a voice vote of all aye.*

**Discussion and action on town hall roof repair.**

Mr. Fetzer reported the following estimates after meeting with Oneida Roof and Chimney at \$28,485 to replace roof, remove vents and provide for all new capping, etc. with a 20 year warranty and 10 years on service. If only the bad membrane areas are fixed and old venting removed the estimate is \$5,000 with a 5 year service warranty. Mr. McKenzie also had some preliminary discussion with a roofer on patching but not removing vents. This item was tabled until the August 26<sup>th</sup> meeting to allow for further research.

**Discussion and action on town hall electrical repairs.**

Mr. Fetzer had an electrician look at the two electrical issues noted in the Funktion Design report and received information from TJ DeWitt Electrical that the ceiling lights do not need to be grounded. The estimate for fixing the outdoor electrical covers, placing a switch in the hall for the light instead of the fuse box and replacing the photo eye in the flagpole light totaled \$735. It was noted by the electrician that the kitchen is grounded in the fuse box. *Motion by Mr. Staskiewicz and Mr. McKenzie to approve the electrical repairs as presented. That motion carried on a voice vote of all aye.*

**Discussion and action on repair of the Brush Mower.**

Mr. Fetzer indicated repairs to the mower and replacement of the mower deck is estimated at \$9,976.74 with the possibility for additional parts. *Motion by Mr. Suefloh and Mr. Metropulos to approve the repairs to the brush mower as recommended by Mr. Fetzer and not to exceed \$12,000. That motion carried on a voice vote of all aye.*

**Discussion and repair of a 300 foot section of Muskellunge Lake Road.**

Mr. Fetzer described the deteriorating road bed on Muskellunge Lake Road beyond Stone Lake Road which is a cordwood base to stabilize the base in the swamp. This section needs 300 feet of gravel, grading and then double chip-seal at an estimate of \$2,775. *Motion by Mr. Staskiewicz and Mr. Metropulos to approve the Muskellunge Lake Road project described at an amount estimated by Pitlik & Wick at \$2,775. That motion carried on a voice vote of all aye.*

**Discussion and action on Newbold procedures for slow-no-wake zones.**

Mr. Staskiewicz asked for board input on possibly developing a procedure of citizen input prior to drafting ordinance language on these types of requests. The Clerk proposed noticing property owners of the public hearing. Chairman Kroll recommends following the law on public hearings and continue the requirement of a newspaper publication along with posting notices. No action taken.

**Discussion and action on bartender operator license of Stephen Pettis.**

The Clerk provided the board with the application and background information available. *Motion by Mr. Suefloh and Mr. Metropulos to approve the bartender application of Stephen Pettis as presented. That motion carried on a voice vote of all aye.*

**Discussion and possible action on town hall cleaning services.**

Mrs. Gauthier advised the board that the current cleaning person has resigned. Interested parties may contact the Clerk or Chairman if interested. Discussion will continue at the August 26<sup>th</sup> meeting.

**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.

Next town board meeting is scheduled for August 26, 2021 at 6:30 p.m.

Mrs. Gauthier read the Demographic Services Center preliminary population estimates in Newbold as 2,782. This represents an increase of 63 residents or 2.3% increase since the 2010 census. The county increased 569 residents or 1.6% and the state population increased 3.8%.

Chairman Kroll indicated he's received calls asking that the board consider giving some of the COVID recovery funds to Wild Instincts and noted the board can discuss this in the future budgeting discussions. He will recuse himself since he is a volunteer of the non-profit organization.

**Public Comment Period:**

Dick Guidinger commented that the portable air conditioning unit prohibited him from hearing board discussion.

**Adjournment.** *The meeting adjourned at 8:07 p.m., by Mr. Metropulos and Mr. Staskiewicz, with no objections.*

Respectfully Submitted by  
Kim Gauthier, Newbold Town Clerk