

Minutes of the Town of Newbold Town Board Finance and Regular Town Board Meeting held on Thursday, September 12, 2019

The Town of Newbold Town Board met on Thursday, September 12, 2019 at 6:00 p.m. in open session for the Town Board Finance meeting and at 6:30 p.m., in open session for the Town Board Regular Monthly Meeting, at the Town of Newbold Town Hall, 4608 Apperson Drive and Highway 47, Rhinelander, Wisconsin, 54501, Oneida County, Wisconsin.

Chairman Kroll called the **finance meeting** to order at 6:00 p.m. The following were in attendance: Dave Kroll, Chairman; Bob Metropulos, Jim Staskiewicz, Mike McKenzie, Supervisors; Kim Gauthier, Clerk and Jodie Hess, Treasurer. Ed Hammer was absent and excused.

Approval and payment of **bills, receipt of financial reports** and approval of fund adjustments presented.

A motion was made by Mr. Staskiewicz and Mr. McKenzie to approve the transfer from the general fund to designated NORA funds from donations in the amount of \$1,500 as presented. That motion carried on a voice vote of all ayes.

A motion was made by Mr. Staskiewicz and Mr. Metropulos to approve the bills and disbursements as presented. That motion carried on a voice vote of all ayes.

The financial reports were received and filed with the Clerk.

The finance meeting was adjourned at 6:20 p.m. by Chairman Kroll with no objections.

The **regular town board meeting** was called to order at 6:30 p.m., by Chairman Kroll, who led the audience in the pledge of allegiance. The Clerk verified the agenda was properly noticed to the public on all three town bulletin boards.

*A motion was made by Mr. Metropulos and Mr. Staskiewicz to approve the town board regular **meeting minutes** of August 29, 2019 and the special meetings of August 29th, September 3rd and September 4, 2019, as presented. That motion carried on a voice vote of all ayes.*

Monthly **Assessor report** by Town Assessor, Jef Muelver. Mr. Muelver provided a written report to the town. Newbold lead the county in new construction by percentage of equalized value at 1.38%, as published by the D.O.R. Discuss preliminary information on CAMA software and basic property information that can be published. This will be discussed further at the October 10th town board meeting.

Monthly District Library Report by Newbold Representative. Jane Roe was present and reported that the official opening of the Carnegie doors was held on September 10th. The library 2020 proposed budget was approved by the library committee with a 1.86% increase overall. The budget will be sent to the towns tomorrow. There were 1,542 Newbold users last month. The town board agreed to discuss the library budget and possible arbitration request at the next town board meeting.

County Board of Supervisors report by Newbold Representatives. Jim Winkler was present and reported on the recent funding committee work looking at ways to cut or generate income for all the county departments. There is a proposal to cut the tourism committee and not renew the UW Extension contract, along with combining social service and human resources committees into one. Further decisions will be made in the coming month.

Discussion and action on Oneida County Zoning requests, **Plan Commission** and citizen zoning requests and chairman's report. No reviews at this time, nor activity to report.

Discussion and action on **contract with Funktion Design on a proposal for town hall and town garage** renovations and/or possible rebuild.

Discussion and action on **engine repair on plow truck**. Mr. Fetzer indicated the 2006 plow truck head gasket and possible other engine repairs are needed. The two estimates received range from \$7,856 to \$8,000. Mid State has the lower estimate and able to repair the truck quicker than the second estimate. *A motion was made by Mr. Metropulos and Mr. Staskiewicz to approve agenda item eleven truck repair to be done by MidState Trucking.* An additional motion was made by Mr. Staskiewicz and Mr. McKenzie to approve plow truck repairs up to \$10,000, as described. Those motions were passed on a voice vote of all ayes.

Discussion and action on **purchase of equipment for newly acquired one-ton truck**. Mr. Fetzer indicated the additional equipment needed for the used Ford one-ton truck include a small straight plow, steel flatbed, two toolboxes in the amount of \$9,103 with an additional paint job to come before the board at a later date. *A motion was made by Mr. Staskiewicz and Mr. Metropulos to approve up to \$10,000 for updates and equipment described for the acquired one-ton truck. That motion carried on a voice vote of all ayes.*

Discussion and action on **prices for snow plowing of private roads**. The Treasurer indicated the price has remained the same for the last ten years at a rate of \$600/ year for the first 3/10th mile and an additional \$150/each 1/10th mile after. *A motion was made by Mr. Staskiewicz and Mr. McKenzie to increase the private plowing rate to \$700/year base price and an additional \$200 for each additional 1/10th mile thereafter. That motion carried on a voice vote of all ayes.*

Discussion and action on filling a **road crew vacancy**. Board discussion on opening the application process to the public or considering the previous application list from five years ago. The two part-time workers were not interested in full-time work at this time. Previously the board utilized Job Center for collection of applications. *A motion was made by Mr. Staskiewicz and Mr. Metropulos to put out an advertisement for the road crew position in local papers. That motion carried on a voice vote of all ayes.* The board agreed that applications will be due by 4:00 p.m. on October 11, 2019 with interviews scheduled for Saturday, October 19, 2019 beginning at 9:00 a.m. The board will also meet to review all applications on October 16th.

Discussion and action on **Newbold Outdoor Recreation Committee** resignation. Mrs. Gauthier needs to resign from the committee at this time. Mr. Kroll will fill the appointment temporarily. Mrs. Gauthier indicated the person she asked to take her place was not interested at this time. Further committee members will be sought.

Discussion and action on **NORA security camera and signage along with facility maintenance** and security. Mrs. Gauthier recommended the board consider purchasing a security camera and signage for the recreation area, due to some incidents reported to the Sheriff's Office. Mr. Cody also had a camera stolen at the site. The board decided Chairman Kroll would research cameras and come back with some possibilities for consideration at the next meeting. Mrs. Gauthier informed the board that Mr. Cody has caring for needs and monitoring the recreation area/disc golf course and tends to some minor maintenance needs over the years and believes he should receive some compensation along with his chairman duties on the committee. Mrs. Gauthier indicated the recreation area would not remain as clean and well taken care of without his diligence. Discussion on the current chair compensation for the plan commission at \$100/month

was presented as a comparable. The trash removal and bathroom cleaning/maintenance will continue to be the duties of the road crew, as a town park maintenance duty. *A motion was made by Mr. Staskiewicz and Mr. Metropulos to compensate Mr. Cody for oversight of town parks and the Newbold Outdoor Recreation Committee Chairman duties at a rate of \$200/month. That motion carried on a voice vote of all ayes.*

Discussion and action on **pre-election planning and assistance to the Clerk.** Mrs. Gauthier indicated there is a possibility for a special election yet this year and at least four elections next year. With the amount of large election turnout anticipated she asked the board to consider an additional \$230 through 2019 for assistance in pre-election preparations by hiring an election worker to assist her. Mrs. Gauthier will choose from workers already trained and appointed to work elections. The 2020 financial needs will be addressed in the budget process. Mrs. Gauthier also requested approval to attend clerk election training through UWGB specific to the 2020 Presidential election. The cost is \$189 for the training along with travel and hotel expenses for two days. *A motion was made by Mr. McKenzie and Mr. Metropulos to approve Clerk training through UWGB Local government for the Presidential election training November 21-22nd, as presented. That motion carried on a voice vote of all ayes. A motion was made by Mr. Metropulos and Mr. Staskiewicz to approve up to \$250 for the remainder of this year for election assistance to the Clerk as needed. That motion carried on a voice vote of all ayes.*

Discussion and action on **purchase of outdoor lighting for the town hall.** Board discussion on the outside light on the west side of the building was disconnected because it did not turn off with a switch nor at daylight. The Clerk proposed purchase of a new light presented, however it was decided an electrician may be needed to install. Mr. Fetzer will contact an electrician for an estimate and bring back to the next board meeting.

Discussion and action on **contribution to the 2020 employee health savings account.** The Clerk presented information on 2019 town contribution rates of \$4,000/family/year and \$3,000/single plan/year. The board approved going with a high deductible insurance plan renewal at the last meeting and so an H.S.A. contribution is possible again in 2020. *A motion was made by Mr. McKenzie and Mr. Staskiewicz to maintain the current health savings account contribution rates for 2020. That motion carried on a voice vote of all ayes.* The Clerk also presented information on opening H.S.A. accounts at Peoples State Bank where the town currently banks. The account set up fee may be waived for each employee receiving contributions, a \$50 minimum balance is required and the maximum contribution rates for 2019 are \$3500 for a single plan and \$7000 for a family plan with either employee or employer contributing. The switch would allow for local access to the accounts. *A motion was made by Mr. McKenzie and Mr. Metropulos to approve opening the health savings account at Peoples State Bank, as presented. That motion carried on a voice vote of all ayes.*

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 September 26, 2019. A special meeting to begin budget discussions was scheduled that same date beginning at 6:00 p.m.

Public comment and communication period per Wisconsin statutes whereby the town board may receive input on any matter raised by the public.

Comment on continued fertilization and seeding at NORA to eliminate erosion. Comment on the county and city Dettman wage study and the harm it did to both agencies which cost the tax payers.

Comment on harm in combining county committees also. Question if the building committee will be attending the architecture inspection of the old school on the 19th.

Adjournment. *The meeting adjourned at 9:05 p.m., by Mr. Metropulos and Mr. McKenzie, with no objections.*

Respectfully submitted by Kim Gauthier, Town Clerk