

## **Minutes of the Town of Newbold Town Board Finance and Regular Town Board Meeting held on Thursday, November 10, 2022**

The Town of Newbold Town Board met on **Thursday, November 10, 2022** at 6:00 p.m. for the Town Board Finance meeting and Regular Monthly Meeting, at the Newbold Fire Station, 4588 Highway 47, Rhinelander, Wisconsin, 54501, Oneida County, Wisconsin. The following were in attendance: Supervisors, Jim Staskiewicz, Mike Sueflohn, Mike McKenzie and Dan Hess; Kim Gauthier, Clerk and Jodie Hess, Treasurer. Absent and excused, Chairman Kroll.

The finance meeting was called to order by Mike Sueflohn at 6:00 p.m.

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

*Motion by Mr. Hess and Mr. Staskiewicz to approve the bills and disbursements, as presented. Motion carried on a voice vote of all aye.*

The Clerk noted the transportation gas, lube and oil line is over budget. *Motion by Mr. McKenzie and Mr. Staskiewicz to approve the transfers from highway reserve to gas, oil and lube budget in the amount of \$11,932.51. Motion carried on a voice vote of all aye.*

**Financial reports** received including banking summary, cash status and designated funds reports, along with a report of budget vs y-t-d actual. Nearly seventy-three percent of the 2022 budget is expended.

**Adjourn finance meeting at 6:20 p.m.**

**Regular Town Board Meeting:** Supervisor Sueflohn called the regular meeting to order at 6:30 p.m., and led the pledge of allegiance. Clerk Gauthier verified the meeting was properly noticed on three Town bulletin boards and included on the town website.

**Public comment and communication whereby the Town Board may receive input on any matters raised by the public.** None.

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

*Motion by Mr. Staskiewicz and Mr. Hess to approve the October 27, 2022 regular meeting minutes and November 1<sup>st</sup> and November 3<sup>rd</sup> special town board meeting minutes, as presented. Motion carried on a voice vote of all aye.*

**Monthly Town Assessor Report by Jef Muelver, Town Assessor.** Mr. Muelver provided the board with a written report noting there are 198 sale transactions to date, which is a 21% decrease from last year's sales. Comments received on sales trends.

**County Board of Supervisors Report:** Mr. Winkler and Mr. Roach are absent and excused.

**Discussion and possible action and update on Fundraising Activity for town hall construction.** Mr. Hess indicated the fundraiser commitments to date at \$11,358.

**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, Commission Chairman indicated the commission met last week on the following reviews.

**Discussion and action on an Administrative Review Permit application (ARP) by Kenton Bradshaw, applicant and owner of El Reno Cabin LLC to rent the dwelling as a Tourist Rooming House for no less than seven(7) consecutive days on the following described property; Part of Govt. Lot 5, Section 20, T38N, R8E, PIN #NE-678-5, 6117 Birchwood Drive, Town of Newbold.**

Plan Commission reviewed the permit for a tourist rooming application by Mr. Bradshaw and had no concerns and recommends approval with the page ten conditions set forth by the county.

*Motion by Mr. McKenzie and Mr. Hess to approve the ARP permit application of Mr. Kenton Bradshaw as presented. Motion carried on a voice vote of all aye.*

**Discussion and action a Preliminary three lot Certified Survey Map of Donna Edlund, Etal, 4 owners and McMullen & Associates Inc., Benton McMullen, surveyor for the following property further described as; Lot 1, CSM 4583, being part of the SW-NE, SE-NE, NW-SE, and the NE-SE, Section 28, T38N, R8N, R8E, PIN #NE-800-A, 6535 Spider Lake Rd, Town of Newbold.**

Plan Commission reviewed the lot size request, driveway access and zoning district and had no concerns. *Motion by Mr. Hess and Mr. McKenzie to approve the three lot map of Donna Edlund, Etal as presented. Motion carried on a voice vote of all aye.*

**Discussion and action on Awarding Town Hall construction project bids. Discussion and action on updates to the building project and any other project matters with Keller, Inc.**

The bid opening was November 3, 2022. Mr. Flannigan was present to discuss the bids and the board's thoughts on what was received. There was no well connect bid. Received bids and additional fees may be near the \$1.9 million estimate, however Keller, Inc. needs to look further at the details. Fees include civil engineering, project management and contingencies. Board requested Keller, Inc. come back with options and schedule a well bid opening on December 1<sup>st</sup> at 3:00 p.m., with further discussion on the project then and December 8<sup>th</sup> at the regular board meeting. No action.

**Discussion and action on town owned tower lease agreement and fees.** No action.

**Discussion and action on Public Works Employee Handbook 2023 revisions.**

Clerk, Gauthier presented the document with the revisions discussed at the last meeting. *Motion by Mr. Hess and Mr. Staskiewicz to approve the employee handbook revisions as discussed at the last meeting. Motion carried on a voice vote of all aye.*

**Discussion and possible action on request for donation to the Newbold Outdoor Recreation Area.** Clerk Gauthier received a request for an additional bench donation for a resident who is in final stages of life. Discussion on previous amount of bench donations and current cost of materials. Board decision to accept a donation in the range of \$300 to \$500 for bench materials and installation. Mrs. Gauthier will follow up.

**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 scheduled for December 8, 2022 with no meeting to be held on the Thanksgiving holiday.

Clerk Gauthier provided an update on the general election held November 8, 2022. Total Newbold voter turnout was 78 percent. This was only two-hundred less voters than turnout at the last presidential election. Newbold now has 2,157 registered voters in all wards combined. More voters chose to vote at the polls than absentee. State election official's recommended emergency plans be refreshed due to possible disturbances at polling places. Clerk had all staff trained and alerted with additional security measures in place at both polling sites. Comments and concerns were received on rumored election equipment tampering. The Clerk reminded voters and the board the election machine is not connected to the internet nor Wi-Fi in any way. Voting totals are telephoned into the county at the end of the night. No uploading or electronic transmittal is conducted in Oneida County.

**Public Comment Period.**

Comment by Mr. Muelver that the board keep in mind if town hall building square footage is cut this will not reduce the cost significantly and the proposed building is already a minimal proposal. Any further delays in the project will just cost more in the end.

**Adjournment.** *The meeting adjourned at 7:30 p.m., with no objections.*

Respectfully Submitted by  
Kim Gauthier, Newbold Town Clerk