

## Minutes of the Town of Newbold Town Board Finance and Regular Town Board Meeting Held on Thursday, December 8, 2016

The Town of Newbold Town Board met on Thursday, December 8, 2016 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. The following was discussed:

- Chairman Kroll called the meeting to order at 6:00 p.m. The following were in attendance: Dave Kroll, Chairman; Bob Metropulos, Jim Staskiewicz, Ed Hammer, Supervisors; Kim Gauthier, Clerk and Jodie Hess, Treasurer. Mike McKenzie was absent and excused.
- Approval and payment of bills, receipt of financial reports and approval of fund adjustments.  
*A motion was made by Mr. Metropulos and seconded by Mr. Staskiewicz to approve the bills and disbursements as presented. That motion carried on a vote of all ayes and zero nays. A motion was made by Mr. Hammer and seconded by Mr. Metropulos to authorize the Clerk and Treasurer to make year-end adjustments and transfers as needed. That motion carried on a vote of all ayes and zero nays.*  
The financial reports were received by the Town Board as presented.
- Discussion and action on amendments to the Employee Handbook. The Clerk presented revisions to the road crew employee handbook which included the increase in the town's contribution to the health savings account and wage increases for 2017, as previously approved by the board. *A motion was made by Mr. Staskiewicz and seconded by Mr. Hammer to approve the employee handbook as amended. That motion carried on a vote of all ayes and zero nays.*
- *A motion was made by Mr. Metropulos and seconded by Mr. Staskiewicz to adjourn the Finance meeting at 6:20 p.m. That vote carried with all ayes and zero nays.*
- 6:30 p.m. The Regular Town Board Meeting was called to order by Chairman Kroll who also led the audience in the pledge of allegiance. Mrs. Gauthier verified that the agenda was properly posted in all three locations in the town.
- Discussion and action on second addendum to Lone Pine Condominium final plat as presented by Oneida County Zoning. Scott Ridderbush, Oneida County Zoning requested the Clerk and Chairman sign the final plat, as it had not been signed when approved. No other action needed.
- Approval of prior town board meeting minutes. *A motion was made by Mr. Metropulos and seconded by Mr. Hammer to approve the meeting minutes of the regular meeting on November 10, 2016 and the special meeting minutes of November 17, 2016, as presented. That motion carried on a vote of all ayes and zero nays.*

- County Board of Supervisors report. Mr. Winkler was absent and excused. Mr. Metropulos commented on a recent presentation at the last county board meeting regarding state-wide boathouse sizes and noted Oneida County has some of the largest in the state.
- Discussion and Action on Oneida County Zoning Request, Plan Commission and Citizen Zoning request, if any. Mr. Hammer indicated the commission will meet in January to discuss a possible land division.
- Discussion and action on administrative review permit application for Jeff Hanke to use his shop to construct cabinet doors at 6293 Northwestern Drive. Mr. Hammer indicated the plan commission recommended noise concerns associated with a woodworking shop be addressed prior to town board action. Mr. Hanke currently lives in the Town of Piehl where he operates a woodworking shop, but wishes to move to Newbold and continue his operation. Scott Ridderbush, Oneida County Zoning presented information gathered regarding noise decibel measurements, the conditions recommended by the department and research conducted pertaining to Mr. Hanke's proposed operation. After much discussion pertaining to containing woodworking noise, hours of operation, neighboring properties and tree buffers, the town board concluded the concerns could be addressed with the conditions set by the county. *A motion was made by Mr. Hammer and seconded by Mr. Staskiewicz to approve the ARP for Jeff Hanke, as presented in the application provided. That motion carried on a vote of all ayes and zero nays.* It was further clarified that the town agrees with the conditions set and have no other conditions to add at this time.
- Discussion and action on Class B Liquor and Beer license application for Ruth E. Kempf d/b/a Rainbow Lake Bar. Mrs. Gauthier, Clerk presented the application information, background check information, noted licensing requirements had been met and fees were paid and approval was recommended. *A motion was made by Mr. Metropulos and seconded by Mr. Staskiewicz to approve the Liquor License for Ruth Kempf as presented. That motion carried on a vote of all ayes and zero nays.*
- Discussion and action on bartender/ operator license application. An application was received from Candace Johnson. Mrs. Gauthier, Clerk indicated all requirements of the application have been met and recommended approval. *A motion was made by Mr. Staskiewicz and seconded by Mr. Hammer to approve the bartender application for Ms. Johnson as presented. That motion carried on a vote of all ayes and zero nays.*
- Monthly Newbold Outdoor Recreation report by NORC Chairman, Pete Cody. Mr. Cody provided the town board with a report of activity.
- Discussion and action on opening the NORA trail for hiking and snowshoeing when signage is in place and adequate snow cover. Discussion and action on additional money needed to purchase signs for the trail. *A motion was made by Mr. Metropulos and seconded by Mr. Staskiewicz to approve opening the trail and authorize any added expenses for signage as needed for the remaining signs. That motion carried on a vote of all ayes and zero nays.* Mrs. Gauthier indicated the board previously approved \$500

for signs, however additional approval is needed. The current funds donated and designated funds for this recreation site is approximately \$31,000 as of November, 2016. Chairman Kroll noted that the funds are available and to be spent on this project.

- Discussion and action on recommended NORA park rules to be posted. The outdoor recreation committee presented a list of recommended rules that need to be posted at the site to include: Hours of operation May to September dawn to dusk and October to April 7:00 a.m. to 10:00 p.m. to allow for night time snowshoeing. Also, no hunting and no trapping, no glass bottles or containers allowed, no unauthorized motorized vehicles, no overnight parking or camping, all dogs must be leashed and noted for a complete list refer to town ordinance chapter 4, town parks.  
The town board discussed inconsistencies with the recommended hours and the town ordinance, also the ordinance does not allow for dogs in any town parks with the exception of boat launch areas. After further discussion on allowing or not allowing leashed dogs on the trail and the hours of operation, it was decided to keep consistent with the ordinance at this time. Also, added to the rules were: open fires prohibited and to take all trash out (carry in, carry out). Mr. Metropulos noted he objects to the hours of operation and believes it should allow for the night snowshoeing, as the committee recommended. *A motion was made by Mr. Hammer and seconded by Mr. Staskiewicz to approve the park rules as amended. That motion carried on a vote of three ayes, one nay and none abstaining.*
- Discussion and action on NORA service road and gate. Mr. Cody noted in the report there were items of action needed by the town such as the installation of gates and signs that had not been accomplished this year, as promised. Mr. Cody recommended this be taken care of immediately to keep in good relations with the neighboring property owner. He also noted there was hunting on the town property and adjacent property this gun-deer season. It was recommended that farm style gates be purchased and installed in place of the current service road gate and the second to be placed on the east end of the property near Mr. Nix property and garage to keep from access outside of the main entrance to the recreation site. *A motion was made by Mr. Hammer and seconded by Mr. Metropulos to purchase and install two gates at the outdoor recreation area, as discussed.* It was further clarified that Mr. Fetzer will purchase and install the gates. Mr. Cody also noted the need for grading the service road into the recreation area, as rocks are showing from previous town use. Mr. Fetzer will improve the service road in the Spring.
- Discussion and action on Fire Department Inspector wages. Chief Fetzer indicated the fire department members voted to raise the inspector wage from \$8 per hour to \$15 per hour effective immediately, since there has been no increase for many years and a need to get these done timely. *A motion was made by Mr. Metropulos and seconded by Mr. Staskiewicz to approve the fire inspector wage at \$15/hour, as recommended. That motion carried on a vote of all ayes and zero nays.*
- Discussion and possible action on a contract for the tower rental or lease agreement. Chairman Kroll provided a draft agreement for the town board to review and discuss at the next town board meeting on December 29, 2016.

- Administration 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 December 29, 2016. It was noted that tax bills should be available this weekend with the Treasurer.

- Public Comment and Communication Period per Wisconsin Statutes whereby the Town Board may receive input on any matter raised by the public.
- Adjournment at 7:45 p.m. *A motion was made by Mr. Metropulos and seconded by Mr. Staskiewicz to adjourn. That motion carried on a vote of all ayes and zero nays.*

Submitted by Kim Gauthier, Town Clerk