

Town of Grant
9011 County Road WW
Monthly Board Meeting
February 15, 2018

Present: Schwab, Winkler, Yetter, Luecht and Zimmerman.
Chairperson Schwab called meeting to order at 6:35pm.

Announcements/Correspondence:

- Agricultural Community Engagement Education Seminar Feb. 20, 2018
- Farm Shed Local Food Fair, Sentry World February 17, 2018
- Community Development Block Grants still available
- Three Notices of Timber Cuttings on MFL parcels
- Joseph Grant, Rural Mural Insurance Co. would like to provide a no-obligation analysis of Town's current insurance plan.
- Struck & Irwin sent information on crack sealing & slurry seal on roads.

Candidates Spring Election: April 3, 2018

- Chris Holman, candidate for Portage County Executive was at Chatter-R-Box Jan. 29th and meet with a number of Town Residents. He is a Farmer, Veteran and Leader and have made EMS a priority issue for his campaign. The towns pay 43% of the EMS levy, and while geographic realities are what they are, what's important to Chris is trying to find answers for towns that consider both the quality of service and arrival/transport time. That will be his focus moving forward. Check out website at www.holman4exec.com
- Dave ?, candidate for State Representative a substitute teacher for Tech Ed in High School. Looking at economy, jobs, and concerns of water quality.
- Jami Gebert, candidate for Portage County Executive was raised on small farm in Wood County, UWSP Graduate, Building Community through Service means Growing & retaining our workforce, Strengthening long-term county fiscal planning & infrastructure, Improving quality of life by engaging & listening to citizens, more to Portage County then center & well water quality.
- Charles Gussel, candidate for Portage County Supervisor, District 20
- Ron Becker, candidate for Portage County Supervisor, District 20

Minutes:

- **Motion: (Schwab, Yetter) Move to accept Monthly Board Meeting minutes from January 10, 2018 as corrected. Unanimous Ayes. Carried.**
- **Motion: (Yetter, Schwab) Accept Town Board Meeting minutes Closed Session from January 10, 2018 as written. Unanimous Ayes. Carried.**

Presentation: Nathan Pezewski, Horton Insurance

- Nathan Pezewski attended meeting to talk about personal vehicle coverage for 1st Responders when on EMS call.
- Nathan indicated that 1st Responder individual auto insurance is primary insurance and Town of Grant insurance is secondary.

- Physical damage to vehicle while on a call, Town insurance would reimburse 1st Responder for deductible amount up to \$1,000.00.
- Keith Kardash indicated that not making a lot of money to have to claim against own auto insurance.
- Nathan said that 1st Responders are basically volunteers. Risk Management from secondary to primary would be too high for the Town.

Officers' Report:

- Ambulance Board, Schwab reported that UEMR is looking at commitment of 5 or 10 year contract.
- Treasurer Luecht-last month worked on Dog License, due 03-31-18, Financial Reports for review, contacted Nathan Pezewski, Horton Ins.
- Supervisor Yetter- snowplowing for Town
- Supervisor Winkler- calls to vendors for truck repair quotes.
- Chairperson Schwab- Ambulance Board Meeting, Cell phone & Credit Card Policies, Record Retention Ordinance.
- Clerk Zimmerman – payroll quarterly reports, yearend reports including W-2's, gathered 2017 records for Town Review by Schenck, election information for Spring Primary Feb. 20th.

Committee/Commission Minutes or Reports:

- **Ambulance:** No report
- **Fire:** No report
- **First Responders:** Thank you cards sent out for donations received.
- **Green, Clean Action:** 1st Wednesday of the month @ 4pm McMillian Library
- **Groundwater Citizens Advisory Committee:** Assembly Bill 686, Jan. 22 in Madison, Private wells, abandonment, contaminated wells. Spraying ditches Town should be notified ahead of time, would be better to mow ditches instead of spraying
- **Historical Committee:** No report
- **Plan Commission:** Comprehensive Plan and Zoning Ordinance next meeting Feb. 21, 2018.
- **Website:** Check out: townofgrantportageco.com
- **Zoning:** Total receipts for the month of January-\$540.00. Waiting for payment of 2 Driveway permits from DNR.

Financial Report & Updates:

- Treasurer Luecht went through January Reconciliation with total receipts of \$1,121,578.14, which included real estate tax collections. Total cash on hand was \$1,032,202.97
- Treasurer Luecht and Clerk Zimmerman were in balance for the month of January 2018.
- **Motion: (Schwab, Yetter) Move to put Financial Report on record for January 2018 for audit or review. Carried. Unanimous Ayes.**

- Need to be proactive when it comes to road damage invoices. Reminder letter after 30, 60, 90 days with added interest. Resend invoices for Wysocki Farms and Russ Brody.
- While working on 2018 Budget, Town Board increased Zoning Administration wages, but never followed up with motion for wage increase. According to Schenck a motion needs to be made for all wage increases listing old wage, increase amount and new wage.
- **Motion: (Schwab, Yetter) Move to approve wage increase for Zoning Administrator in the amount of \$180.00 per year from \$3,940.00 to \$4,120.00 per year for a 4.57% increase and as a salary position no per Diem will be paid to Zoning Administrator for attending Plan Commission meetings effective January 1, 2018. Roll Call Vote: Ayes-Yetter, Schwab; Nay-Winkler. Motion Carried.**
- Purchasing Policy was implemented on January 10, 2018 an Addendum of Suggested Providers/Vendor Listing has been attached to Policy.

Public Participation:

- Wayne Brody indicated that his son Russ Brody is waiting for Road Damage Invoice. Clerk wasn't aware that he hadn't received and will resend invoice.
- Evergreen Ave road damage by Synagro will inform them by letter.
- Winkler questioned why Kafka didn't give more notice for grinding up brush pile at Transfer Station. When arrangement was made they would do the job for Free whenever they were in the area with equipment.
- Charles Rickman questioned why Jerry Reinwand was riding with Jim Yetter while snowplowing. Yetter was showing Reinwand the routes.

Ambulance Contract Proposal from UEMR:

- UEMR proposing 5 yr. or 10 yr. contract for Ambulance Service, Town of Grant has a one year contract now, Schwab would like to have Attorney Formella look over Ambulance Contract.
- Next meeting for Ambulance Board will be March 15, 2018 @ Grand Rapids Municipal Building.
- Copies of Portage County EMS Survey were available with Town of Grant responses to questionnaire per meeting on January 31, 2018.

Credit Card Policy and/or Cell Phone Policy:

- Chairperson Schwab presented draft copy with changes to Town Credit Card Policy from 2013.
- After discussion policy was changed to have Supervisor Jim Yetter issued a credit card instead of First Responder Keith Kardash. Board Members are to look over policy and it will be brought back at next meeting.
- Treasurer Luecht ordered replacement credit card for Full Time Hwy Employee, Marty Rutz.

Roads/Equipment/Garage:

- Supervisor Winkler reported that Truck #20 used for snowplowing subdivisions will need new carbide blades.
- Truck #21 – had manifold and hydraulic hoses replaced.
- Truck # 22- is in good shape right now.
- **Motion: (Winkler, Yetter) Make motion to buy carbide blades for Boss Plow on Truck #20. Unanimous Ayes. Carried.**
- Full Time employee notifies Clerk of items needed before purchase.
- Inventory of items in garage would be time consuming to create.
- Garage furnace was cleaned, still had problems after cleaning and parts replaced, final results was exhaust & intake was reversed at installation. Town only paid labor for cleaning of furnace.
- Public Works Employee January review: plowing, furnace, garbage pick-up, tiller tines, carbide bladed on truck, mower deck, pick up tires, cut trees.
- PT Grader Operator-Seasonal Agreement will meet with Dave Feit.

Town Hall:

- Furnace cleaned at same time garage was done and everything is good.

Transfer Station:**Board/Employee training dates:****Upcoming meeting dates/topics:**

- Board Meeting – 2018 Road Work February 27th @ 6pm
- ATV/UTV Ordinance – Present New Routes Monthly Board Mtg March 14th.
- WTA-Portage County Unit Meeting March 26, 2018.

Motion: (Winkler, Yetter) Move to adjourn @ 9:15 pm. Unanimous Ayes. Carried.

Respectfully submitted by,

Vicky Zimmerman

Vicky Zimmerman, Town Clerk

Approved: April 11, 2018