

**Town of Grant
9011 County Road WW
Monthly Board Meeting
April 10, 2013**

Present: Schwab, Winkler, Yetter, Luecht and Zimmerman.
Chairperson Schwab called meeting to order at 6:30pm.

Announcements/Correspondence:

- Senior Dinner – April 24th, at Kiwanis Klub 12:00
- Ad for PT Grader Operator, accepting applications until 4/13/13; review applications 4/15/13
- Election Results: Chairperson: Sharon Schwab 154 votes
Supervisor: Jim Yetter 136 votes
Supervisor: Dale Winkler 117 votes
Treasurer: Diane Luecht 161 votes
Clerk: Vicky Zimmerman 153 votes
- Wis. Rapids Compost Sites open April 17th, 2013, permits available from Town Clerk or Wis. Rapids garage on Chase St.
- Recycling Grant for 2013 will be \$2,346.69 for Basic Recycling Grant and Recycling Consolidation grant.
- Interim Emergency Management coverage: Captain Dale O'kroy and Lt. Steve Retzki, both from Portage County Sheriff's Office.

Minutes: Not available- Clerk personal reasons, work on for April 15th, meeting.

Officers' Report:

- Schwab reported: Culvert pipe installation workshop was very interesting. Some items mentioned included: galvanized, aluminum pipes last longest, rip rap, lining pipes instead of taking out, granular materials to help avoid dips.
- WTA-Portage County Unit: TRIP common mistakes, Portage County Hwy Dept will be crack sealing County Rd FF, culverts checklist-50% reimbursement, DNR Liaison Staff- all culverts require DNR permit unless driveways.
- Choose to ReUse: Towns of Saratoga, Siegel, Seneca, Grant and Grand Rapids all to hold this year, some on same days.
- Jim Yetter attended Pipeline Seminar on April 8th in Stevens Point, very interesting, next year 1st Responders should attend, covering Emergency Responders.

Committee/Commission Minutes or Reports:

- **Ambulance:** Al Farray reported that Negotiation Committee meet in Closed Session, so they were asked to leave. Decision – will not contract with Town of Grant; Gary Johnson, UEMR, not willing to negotiate with Portage County at this time? Sub committee of EMS Oversight to give them suggestions on our filing Notice of Circumstance. re: Ambulance Service. NOC reserves our right to make a claim against the county.

- **1st Responders:** Holding Brat Fry on May 4th, 10:00am-3:00pm at West Grand IGA. Let go new 1st Responder, Kate wasn't attending any meetings.
- **Groundwater Citizens Advisory Committee:** Portage County uses more groundwater than any other county in State. Nathan Wolosek commented that Portage County is largest vegetable producer in State.
- **Sesquicentennial Committee:** Dorothy Raasch sent memo to Grant Town Board indicating that she was turning over committee chairperson to the town board. She indicated that she would finish the history book and listed items that had been discussed, with suggested date in August 2014. Looking for new chairperson to take over. Also, indicated to keep old Official Records until after celebration for display before turning over to State Historical Society.
- **Plan Commission:** Working on Driveway Ordinance, Next meeting April 17th, @ 7:00pm.
- **Driveway Ordinance-Final:** Jim Wendels, Plan Commission Chairperson presented the final draft of Driveway Ordinance. He indicated that they had looked at adjacent municipalities in Portage, Marathon and Wood counties. The purpose of the Ordinance is to regulate driveways in the Town of Grant to assure that location, repair, construction, alteration or relocation protects the public health, safety and welfare of the community and to enforce the goals and policies set forth in the Town of Grant Comprehensive Plan, and to promote safe access onto town roads by establishing guidelines. Existing driveways are exempt except where the Town deems a hazard or drainage issue may exist. Wendels went through the Ordinance explaining definitions, general provisions, and permit application requirements and procedures. He also indicated that a Building Permit would not be issued until a Driveway Permit is issued for a fee of \$25.00. During Wendels presentation a number of issues came up, including but not in entirety: Nathan Wolosek: authority to review & final determination; Kitty Gross: Zoning Administrator-consult with Town Board or Highway employee; Charles Rickman: existing driveways should be minimum of 15ft from property lines of adjacent parcels; Ron Becker: ZA approve plan if simple, straight forward, complexity offset, site problem would take longer to approve. Charles Gussel: concept of other municipalities, simplified form; Mary Kiedrowski: agriculture access to farm and woodlands; Nathan Wolosek: numerous places you can drive through on Ag land; Marty Rutz: Deer Road, number of residents put in driveway without culverts.
- Chairperson Schwab indicated because of the many concerns and questions that discussion would be continued at the Annual Meeting on April 16th and the Town Board would postpone Driveway Ordinance decision to a later date. It was sent back to the Plan Commission for possible revisions.

Financial Report & Updates:

- Treasurer Luecht went through Bank Reconciliation and indicated total receipts for March 2013 was \$111,128.61, which included TRIP Grant funds for Deer Road of \$73,710.31. Clerk and Treasurer were in balance. **Motion: (Yetter, Winkler) Move to accept Financial Report for Audit or Review. Carried. Unanimous Ayes.**
- Clerk Zimmerman presented Budget Sheet to Board Members indicating that with all the snow this winter that we went over budget for snowplow wages and expenses.
- Town Worker's Compensation Insurance has been put into a State Insurance Pool due to the number of claims in the previous years.

- Assessor Claude Ringlemon was asked to review Personal Property Taxes for businesses. A number of inquiries came in from small businesses, some indicating that they were no longer in business. They were asked to send in form to Ringlemon and indicate business is closed. Treasurer will contact Ringlemon on other concerns.
- A claim from St. John's Church for mailboxes damaged during snowplow was received. Today Gary Getzloff, St. John's council member indicated that Trustee was not authorized to send out an invoice and that the Church would take care of cost for repairs.
- Zoning Permit Fee Schedule: Indicated we need to increase fee for new address from \$30.00 to \$50.00 to cover cost for sign, post and installation. Clerk, indicated that we need to look at Board of Adjustment Public Hearing Fee since the \$150.00 doesn't cover Town cost for paying Board of Adj. Members and newspaper ad. Suggested increase is to \$300.00 and will need to go to Plan Commission for recommendation. **Motion: (Schwab, Yetter) Move to increase fee to establish an address from \$30.00 to \$50.00 on Zoning Fee Schedule. Carried. Unanimous Ayes.**

Public Participation:

- Jim Wendels complimented the Town on the layout of dumpsters and flow of traffic at the Transfer Station.
- Dorothy Raasch questioned the Clerk as to what days and hours she is at the Town Hall to get information. The Clerk indicated that she does not have set hours, but generally is at the hall in the afternoon. Raasch indicated then that she could come to the hall any afternoon and someone would be there. Clerk response was that her hours and days are not set, since some days she is there longer and then may be off another day or works more hours certain weeks and less hours different weeks, works at night, depends on work load. Clerk instructed Raasch to call the office when she wanted to come in and if no answer leave a message and she would return her call and set up a time with her. Calling and not leaving a message doesn't work, because then the Clerk doesn't know that someone was looking for her.
- Charles Gussel asked the Clerk why the Annual Report wasn't available at April Elections as in previous years. The Clerk responded that due to personal reasons she didn't get it done. Gussel kept on questioning the reason why, until the Clerk dismissed herself from the remainder of the meeting.

[Note: minutes from this point on are presented from notes taken by Treasurer].

- Charles Rickman mentioned that Henke on Griffith plowed snow into the roadway.
- Kitty Gross brought up improvements on Lake Road
- Annual Meeting talk about upgrade of snow plow equipment

Status of Hall ramp sketch for ADA review:

- Sam Solberg had noted changes to sketch and would approve if the changes were implemented in project.

Liquor license re: training request:

- Memo reminding establishments of previous letter will be included with liquor license application packets.

Roads/Equipment/Garage:

- Monthly Report: Winkler indicated plowing and working on equipment maintenance for spring.

- Road Plan & Priorities for 2013 projects-request for materials estimates: postpone
- **Motion: (Winkler, Yetter) Move to include an additional glass block window on the north side of garage. Carried. Unanimous Ayes.**
- Estimates to clean/paint garage exterior: postpone April 15th, meeting
- Portage Cty Emergency Management Resource List-municipal equipment: Dale Winkler and Marty Rutz made list of equipment available for emergency help.
- **Motion: (Schwab, Winkler) Move to list woods mower on Wis. Government Surplus website with a minimum bid of \$2,000.00. Carried. Unanimous Ayes.**
- Sweeping roads – **Motion: (Winkler, Yetter) Move to have Portage County sweep roads when ready to do it. Carried. Unanimous Ayes.**
- Use of All American Disk: postpone
- Mertz Subdivision-too many speed limit signs (17): Ron Becker recommends 7-8 signs; no need for 17. Will check during road inspections. **Motion: (Schwab, Yetter) Move to reduce speed limit signs in Mertz Subdivision to half amount of signs. Carried. Unanimous Ayes.**
- Snowmobile Agreements for town roads (White Pine, Glenwood, others): No agreements located.
- Ideas re: additional funding for road maintenance? Postpone Annual Meeting April 16th, 2013.

Transfer Station:

- Metals contractor(s) quotes: No changes
- Contract with ODC for Electronic Recycling Services: Looking into by Schwab & Luecht.
- Recycling report to WDNR: postpone
- Business use issues: Jay Goska Painting; Robers Meat Processing have limited use has provided in their Conditional Use Permits.

Board/Employee training dates:

- FISTA training: Forestry Training April 21st and May 30th, or do at Town of Grant would need 12 people, total cost \$1,200.00, \$100.00 each person. Yetter will look into.
- Town Official Workshop May 14th, 2013 @ 8:00am in Stevens Point.

Upcoming meeting dates/topics:

- Notice of Claim re: Ambulance Service (pending)
- Annual Meeting April 16th, 2013 @ 7:00pm
- Spring Road Inspection: on hold

Motion: (Winkler, Yetter) Move to adjourn at 9:50pm. Carried. Unanimous Ayes.

Respectfully submitted by,

Vicky Zimmerman, Town Clerk