

**Town of Grant  
9011 County Road WW**

**Monthly Board Meeting  
March 10, 2010**

Present: Schwab, Kertis, Goska, Raasch and Zimmerman.  
Chairperson Schwab called meeting to order at 6:30pm to review bills.

**Announcements & Correspondence:**

- Home Bound Meals contact: Mary Ann Sankey @ 715-347-0365
- Send in 2010 Census form before April 1st; only 10 questions to answer
- Packet for Courthouse Annex available if anyone interested
- Received franchise fee from Charter Communications for \$172.33
- Stevens Point School District is offering informational presentation to municipalities interested before the April 6th Election on School Referendum.
- Prairie Chicken Festival will be held April 16th - 18th, 2010
- Letter sent to Sandie Curtis, Emergency Mgt. Director from Sharon Schwab, Chairperson Town of Grant, Timothy Kluck, Fire Chief Village of Plover and Dean Wiese, Fire Chief Plainfield Fire Dept. to change ESN #210 territory to reflect fire/rescue coverage provided by Plainfield Fire Department due to existing contract agreement and not Village of Plover Fire/EMS Department.

**Presentation:** Jon Trautman, Schenck & Associates: Presented 2009 Audit to Board Members along with Memorandum of Advisory Comments, additional copies are available for interested electors. Jon mentioned that the current staff of the Town maintains financial records which accurately report revenues and expenditures throughout the year and that it wouldn't be financially beneficial to have on hand a staff member to prepare yearend adjustments and closing entries. Doing an Audit takes care of these entries. The Box Audit worked very well this year and cost the Town less. Another option would be to do a Review, which is very limited and doesn't test transactions or doesn't access internal control.

The Town's General Fund has an undesignated fund balance of \$107,237.00 as of December 31, 2009. This amount represents approximately 16% of the total general fund expenditures for the 2009 budget. This is a reasonable amount and is considered a Healthy General Fund Balance.

**Motion: (Goska, Kertis) Approve Monthly Board Meeting minutes from Feb. 10th, 2010 as corrected. Carried. Unanimous Ayes.**

**Motion: (Schwab, Goska) Approve Special Town Board Meeting minutes on Roads from March 1st, 2010 as written. Carried. Unanimous Ayes.**

**Officer's Reports:** Schwab reported that Town of Grand Rapids Recycling Committee would like to have their Choose to ReUse dates the same as ours. Our Choose To ReUse dates are the 2nd Saturday of each month from May until September, with Tire Day on May 8th. Town of Biron has someone who will take old bikes and fix them and ODC is collecting old computers.

E.M.S. Oversight Committee met on Feb. 18th. Schwab noted that United Emergency Medical Response was the only ambulance service having to report response times. S. Curtis indicated that other ambulance service response time is received through the reporting system and didn't get that information for United Emergency Medical Response services. It was suggested by Mallison that a separate response times report be sent directly to the technical team for their information, instead of including it on Monthly Activity Reports. Next meeting is Thursday March 18th at 3:30pm.

Zimmerman reported that Mark Maslowski will run as a registered Write-In Candidate for County Executive for the April 6, 2010 Election. A Public Hearing will be held on Tuesday March 23, 2010 at 4:00pm regarding Text Amendment for Portage County Zoning Ordinance.

**Committee Minutes/Reports: Portage County:** Well Abandonment in Town of Grant has to be performed by a Licensed Plumber including drilled wells and point wells. **1st Responders-No Report;**

**Groundwater Citizens Advisory Committee** minutes from January 7th meeting are available from the Clerk upon request. **Historical/Sesquicentennial Committee:** First meeting was held on March 3rd and copy of minutes were available. The next meeting date will be decided on at the Annual Meeting on April 13th at 7:00pm. **Plan Commission** is finishing Dog Ordinance, working on Fire Protection Ordinance, then will go on to Junk Ordinance, Nuisance Ordinance or Wind Turbine Ordinance. Next meeting is March 24th. **Zoning** had zero building permits for February, but did receive two CSM maps that needed signatures.

**Financial Reports:** Raasch gave report for February reconciliation. Total receipts for the month of February were \$19,883.32 excluding tax collections.

**Motion: (Goska, Kertis) Move to accept Financial Report for Audit. Carried. Unanimous Ayes.**

**Motion: (Goska, Schwab) Move to amend Budget to designate \$500.00 from Misc. line to be used by the Historical/Sesquicentennial Committee for expenses. Carried. Unanimous Ayes.**

Zimmerman reported that the Clerk and Treasurer balance for the months of January and February. She went through Budget Sheet updates that the Board received for the month of February at an earlier date. The 2010 QuickBooks software has been purchased and needs to be installed. A Closed Session will be held at a later date with the First Responders officers and Town Board to discuss finances per State Statue 19.85 (f).

#### **Public Participation:**

- Pat Barten questioned why the First Responders Rep isn't attending monthly meetings and giving a report.
- Marv Raasch complained about 100th St. between Cty Rd FF and Elm St. as to why there was water across the road. When that road was fixed last year Marv told Kertis that more loads of gravel needed to be added and Kertis indicated there was enough gravel and there won't be any water over the road, but there is water on the road now. Raasch said that Kertis needs to listen to the residents.
- Charles Gussel was wondering if an ambulance is kept at the new facility on County Road W for United Emergency Medical Response garage. They thought one ambulance was left in the building, but would need to check with Kathy Larson to be sure.
- Charles Rickman would like to commend Garry Saeger for brush cutting and indicated that he did a Great Job.
- Marv Raasch also indicated that a very good job of brushing was done on Washington. He also mentioned that on the Five Year Road Plan that the segment on Angle Dr is not 1/2 mile, but maybe only 1/4 mile.

**Presentation of Revised Fire Protection Ordinance:** Schwab went through the history of Fire Protection Ordinance and indicated that Plan Commission had gone through Fire Protection Ordinance and that the Fire Protection Committee is to take a look at revised ordinance to see if anything else needs to be considered and to give comments. Goska will get a hold of members and set up a meeting date. No action.

**Garage/Heavy Equipment/Roads:** Schwab passed out updated copies of Draft Five Year Road Plan, with candidate roads for 2010. The four roads for consideration in 2010 are 90th St (Griffith-Cty WW), Washington St.(Cty U - 90th St), Lake Road (Cty U - (85th St in 2010)90th St.), Angle Drive 1/2 mile west of Cty F. Jim Wendels' also provided his suggestions on Lake Road. A number of comments were made about Lake Road including, but not limited to: water across road in areas, need to take pictures now to see where water is standing, utilities, moving some mailboxes, curve by 85th St. Schwab will prepare Road Bids for next meeting.

**Street Signs:** Schwab turned in a cost estimate from Adams County Highway Dept. for them to do a Sign Retroreflectivity Assessment for the Town of Grant with a paper and electronic report when finished for \$3,284.21. Goska feels we can do the work on our own and do a Blanket Replacement of all signs and make our own record keeping form to know when to change signs in the future. We could replace signs by sections, safety issues, etc., with all STOP signs being changed first, then Yellow/Black signs second and Street signs next. If we spent \$3,000.00-\$4,000.00 a year we could replace all signs and meet Federal guide lines. Goska looked into some prices and indicated that all Town STOP signs could be replaced for approximately \$3,500.00. This will be brought up at Annual Meeting on April 13th.

**Motion: (Schwab, Goska) Move to go with City of Wisconsin Rapids yard waste agreement, that allows residents to purchase a Compost Pass for \$35.00 a year. Carried. Unanimous Ayes.**

**Spring Newsletter** will be drafted with information on: Uniform Dwelling Code Ordinance, Historical/Sesquicentennial Committee, Sign Reflectivity etc.

**Meeting Dates:** April Monthly Board Meeting, Wed. April 7th.  
Annual Meeting, Tues. April 13th @ 7:00pm

**Motion: (Kertis, Goska) Move to adjourn meeting at 9:15pm. Carried. Unanimous Ayes.**

Respectfully submitted by,



Vicky Zimmerman, Clerk Town of Grant