

**Town of Grant**  
**9011 County Road WW**  
**Monthly Board Meeting**  
**February 8, 2017**

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

**Announcements/Correspondence:**

- Certificate of Insurance received from United Emergency Medical Response (UEMR)
- Received confirmation from Roger Hobbs, Wis. Dept. of Transportation (WisDOT) that our amended Implement of Husbandry Ordinance #2015-01 has been published on the internet site of WisDOT effective January 2017.
- Chairperson received information on 2018 Census.
- Community Development Block Grant training sessions on Feb. 22 & March 1<sup>st</sup>
- Information received from A-1 Services
- Struck & Irwin sent information on slurry sealing and micro sealing
- Farm Shed Atlas out with names of local producers and announcement of Winter Farm Market, Saturdays 8am-12pm, November-March.
- Wis. Independent Assessing Officers Association (WIAOA) sent letter with application for joining their fight to keep municipalities the option to hire own assessors vs County taking over. Associates dues are \$100.00 a year for municipalities. Claude Ringlemon, Town Assessor is President of Association.

**Minutes:**

- **Motion: (Winkler, Schwab) Move to approve Monthly Board Meeting minutes from January 11, 2017 as written. Unanimous Ayes. Carried.**
- **Motion: (Schwab, Yetter) Move to accept Town Board Meeting minutes from January 25, 2017 as written. Unanimous Ayes. Carried.**

**Motion: (Schwab, Yetter) Move to adjourn Monthly Board Meeting until Monday, February 13, 2017 @ 7:00pm. Unanimous Ayes. Carried.**

**Monthly Board Meeting**  
**Reconvened February 13, 2017**

Present: Schwab, Winkler, Luecht and Zimmerman. Jim Yetter excused due to illness.  
Chairperson Schwab called meeting to order @ 7:05pm.  
Reviewed remaining payroll and bills.

**Announcements/Correspondence:**

- Franchise fee received for \$1,659.28 from Solarus for 2016 4<sup>th</sup> Quarter.
- Wis. DOT final approval for HWY 54/CTH U Intersection project received.

- Schwab sent letter to Portage County Gazette clarifying news article about Town of Grant vs Portage County in regards to Ambulance Services.
- Resolution to Support Private/Public Partnerships for Equitable Ambulance Service in Portage County has been signed by 10 municipalities with Towns of Dewey, Buena Vista and Pine Grove didn't sign.

**Minutes:**

- **Motion: (Schwab, Winkler) Move to approve Monthly Board Meeting minutes from May 11, 2016 as corrected. Unanimous Ayes. Carried.**
- **Motion: (Schwab, Winkler) Move to approve Monthly Board Meeting minutes from July 13, 2016 as corrected. Unanimous Ayes. Carried.**
- **Motion: (Winkler, Schwab) Move to accept Town Board Closed Session Meeting minutes from September 14, 2016 as written. Unanimous Ayes. Carried.**
- **Motion: (Schwab, Winkler) Move to approve Monthly Board Meeting minutes from September 14, 2016 as corrected. Unanimous Ayes. Carried.**

**Motion: (Schwab, Winkler) Move to adjourn Monthly Board Meeting until minutes are completed. Unanimous Ayes. Carried.**

- Winkler commented that it is a disadvantage to continue with meeting when Jim Yetter is not present.
- Charles Gussel supportive of Schwab decision to adjourn meeting; have to clear slate.
- Schwab will send out email to reschedule meeting February 20<sup>th</sup> or 23<sup>rd</sup>, 2017.

**Monthly Board Meeting  
Reconvened February 20, 2017**

Present: Schwab, Winkler, Yetter, Luecht and Zimmerman.  
Chairperson Schwab called meeting to order @ 3:40pm.

**Announcements/Correspondence:**

- Representative Scott Krug would like to have a listening session on Saturday, March 18<sup>th</sup>, 2017 from 11:00am – Noon at Town Hall. Schwab and Zimmerman will not be available that day to open doors, others to check their schedules.

**Minutes:**

- **Motion: (Yetter, Winkler) Move to accept Town Board Meeting and Closed Session Meeting minutes from July 27, 2016 as corrected. Unanimous Ayes. Carried.**
- **Motion: (Schwab, Yetter) Move to approve Monthly Board Meeting minutes from October 7, 2015 as corrected. Unanimous Ayes. Carried.**

**Motion: (Schwab, No second) Move to adjourn meeting for lack of minutes.  
Motion failed for lack of second.**

Reconvened Monthly Board Meeting from February 8, 2017 continued.

**Officers' Report:**

- EMS Oversight Board Meeting will be March 15<sup>th</sup>, 2017.
- WTA-Portage Cty Unit Meeting will be held at Town Hall on May 22, 2017.
- WTA-Unit Meeting: Representative Katrina Shankland talked about sexually violent offenders being released to rural communities, Nathan Check discussed Bridge Inspections offered by County, recorded on CD, which Schwab has Town copy in her possession. Village of Plover looking to provide ambulance service; has to go to Portage Co. Ambulance Negotiation Group.
- Portage County Planning & Zoning Dept. approved Town of Grant Farmland Preservation Plan and will send to next County Board Meeting.
- EMS Negotiations Group meeting was cancelled due to County Chairman's illness and is rescheduled for March 9<sup>th</sup>, 2017.

**Committee/Commission Minutes or Reports:**

- **Ambulance:** No report
- **Fire:** Extrication Services below.
- **First Responders:** No report
- **Green, Clean Action:** No report
- **Greater Kellner Area Business Group:** No report
- **Groundwater Citizens Advisory Committee:** No report
- **Historical Committee:** No report
- **Plan Commission:** Draft of February 1<sup>st</sup> meeting minutes available, Schwab reported working on Chapter 6 of Comprehensive Plan and other corrections to Zoning Ordinance, when done moving on to Nuisance Ordinance.
- **Website:** No report
- **Zoning:** Two permits were issued for month of January for a total of \$70.00.

**Request for Grant ESN change for Rescue (extrication) Services:**

- Fire Chief Don Bohn, Grand Rapids Fire Dept. and Fire Chief Mark Deaver, Village of Plover Fire Dept. are requesting that Town of Grant ESN be changed for rescue extrication services.
- At this time Plover Fire Dept. is being paged for extrications because Grand Rapids Fire Dept. didn't have Jaws of Life, but now have equipment. If at any time additional help is needed both would be paged under Mutual Aid, which also would include Plainfield Fire Dept. that does cover south part of Town for extrications.
- **Motion: (Schwab, Yetter) Move to have Town of Grant ESN system changed from Village of Plover Fire & Rescue Dept. to Grand Rapids Fire & Rescue Dept. for extrication services. Unanimous Ayes. Carried.**

- Schwab will write a cover letter along with copy of minutes to Denise Schultz, Portage County Public Safety Communications Manager. This will be sent with letters received from Fire Chief Don Bohn, GRVFD and Fire Chief Mark Deaver, Village of Plover Fire Dept.

#### **Financial Report & Updates:**

- Treasurer Luecht reported Receipts for month of January totaled \$942,177.95, cash on hand of \$614,278.55.
- Treasurer Luecht and Clerk Zimmerman are in balance for December 2016 and January 2017.
- **Motion: (Schwab, Winkler) Accept Financial Report for month of January 2017 for audit or review. Unanimous Ayes. Carried.**
- Clerk Zimmerman will make copies for Board Members of Budget Sheet for end of 2016.
- Schwab took some old signs to Barrett & Sons, LTD auction which brought in \$9.37. Will probably stay with Wis. Surplus Online Auction.

#### **Public Participation:**

- Supervisor Winkler reported that Sheriff Dept. was called for damaged mailbox on 90<sup>th</sup> St. just before CTH W, but never came out. Luecht also commented that Ed Schroer's mail box was also damaged on 90<sup>th</sup> St.
- Supervisor Winkler also requested that Chairperson Schwab return Road Bid Documents from 2016 to Clerk.
- Clerk Zimmerman read email from Attorney Rick Manthe, WTA that Town Board Members have no statutory authority to withhold salaries/payroll checks of any officials. That money is guaranteed while you hold office.

#### **Roads/Equipment/Garage:**

- Winkler reported that 87<sup>th</sup> St. & Lake Rd. tree/brush removal will be completed after the snow season is done.
- Re: Winter Maintenance: there are no settings or shoes on plow trucks that would allow you to adjust how much snow/ice/slush is removed from roads.
- Haven't received Certificate for Extended Warranty on Grader, Winkler will call John Deere.
- Plow Trucks working good right now.
- Marty Rutz provided quotes for repairs on 7320 J. Deere tractor & Diamond Mower, Winkler went through items he felt needed to be done for a total of \$3,264.00 plus \$1,353.39 for a tank for Diamond Mower which are both 14 years old.
- **Motion: (Winkler, No second) Move to fix J. Deere tractor. Motion failed for lack of a second.**
- Schwab had gone through all paper work with Rutz, and marked what repairs were necessary, but had left paper work at home. Will bring back to next meeting for decision on repairs.

- Yetter reported that Portage County was not interested in snowplowing 84th St... But he hadn't received answer about putting salt on CTH 54/90<sup>th</sup> St. intersection.
- Public Works for January involved mostly snowplowing and applying sand/salt mix to roads, February brought grader out for snowplowing, also working on signs. Also, reported that Marty Rutz will be gone for vacation March 2<sup>nd</sup> – 9<sup>th</sup>.

**Town Hall:**

- Schwab will search out for an electrician for bathroom fan and get quote for foundation work.

**Transfer Station:**

- Move forward to have Bob Pichard fix wiring for lights on aluminum trailer.

**Board/Employee training dates:**

- Records Retention – March 21, 2017
- Road Maintenance - May 16, 2017

**Upcoming meeting dates/topics:**

- Monthly Board Meeting March 1, 2017 @ 6:30pm
- Luecht suggested following items only: Minutes, Financial Report, Public Participation and Roads, since we just had meeting February 20<sup>th</sup>, 2017 and could spent more time on roads.

**Motion: (Schwab, Yetter) Move to adjourn @ 5:30pm. Unanimous Ayes. Carried.**

Respectfully submitted by,

*Vicky Zimmerman*

Vicky Zimmerman, Town Clerk

Approved – 03/01/2017