

Town of Woodboro Board of Supervisors

Monthly meeting minutes

Tuesday, May 19, 2020

Due to the COVID19 pandemic, this meeting was held virtually on Zoom.com Meeting ID: 75077315212.

Pledge of Allegiance was recited.

The regular monthly board meeting was called to order at 6:05 p.m. by Chairperson Phil Kriesel. Chair Kriesel confirmed the agenda was posted in appropriate places and the town's website.

Members present online were Chairperson Phil Kriesel, Supervisors Bill Rudis and James Engman, and Treasurer Joann Beltz. Clerk Judy May was at the town hall. There were 3 audience members present online and 1 in person at the town hall. Roll call completed.

Supervisor Engman made a motion and seconded by Supervisor Rudis to approve the Regular Monthly Meeting Minutes of April 21, 2020. Motion carried by voice vote.

Supervisor Rudis made a motion to accept the May 2020 Expenditures as presented. Motion was seconded by Supervisor Engman. Motion carried by voice vote.

Treasurer's Report: Treasurer Beltz reported an adjusted balance of \$589,888.20.

New Business:

First agenda item: Open Book/Board of Review. Called to order and adjourned to a later date tentatively scheduled for July 9, 2020, Open Book, and July 23, 2020, Board of Review. Motion was made by Supervisor Rudis to adjourn until the proposed dates. Motion was seconded by Supervisor Engman. Motion carried by voice vote.

Second agenda item: Shady Rest Condominium Addendum. Treasurer Beltz reported the Plan Commission met on May 18, 2020, and approved the addendum. Supervisor Engman made a motion to approve the Shady Rest Condominium Addendum. Supervisor Rudis seconded the motion. Motion carried by voice vote.

Third agenda item: Brian Schoone-Driveway permit application parcel #WB177 12. Chair Kriesel met with John Koch, representative of property owners. Chair Kriesel measured the grade at 24-34 percent grade. Chair Kriesel reported the steepest driveway in the township is at 18 percent. He discussed possible solutions to improve erosion control and safety of the driveway. Chair Kriesel also voiced concern with any fire safety equipment being able to use the driveway in cases of emergency. Chair Kriesel recommend the property owners hire an engineer to provide a design for the driveway. Property owners stated they didn't need to hire an engineer as they consulted with DNR representative Jon Simonsen who provided a sketch to them with 10-12 percent slope. Chair Kriesel stated that he thought the sketch provided slopes that were not likely to be achieved and an engineer should be consulted. Property owner, Melinda, stated that Jon Simonsen is their expert. The property owners stated they would like 90 days to achieve the 10-12 percent slope driveway as sketched. Supervisor Engman wanted it noted for the record that the owners started construction on their driveway before approval was given by the town board. Chair Kriesel proposed a conditional permit for the driveway to be completed within 90 days with a centerline of driveway at a 10-12 percent longitudinal slope. Supervisor Rudis made a motion to accept the conditional permit for the driveway as presented by Chair Kriesel. Supervisor Engman seconded the motion. Motion carried by voice vote.

The Zoom meeting ID that was being used cutoff everyone due to time limitations. A new Zoom meeting ID was created and sent to the board who were able to reconvene using a new code. For the remainder of the meeting, present was the entire board and Jeff Bowen.

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Fourth agenda item: Steven Simonsen driveway application WB122-123 Hancock Lake Rd. Supervisor Engman stated he was aware of the placement of the driveway. Clerk May noted that she had received a recommendation that a culvert be placed. Supervisor Rudis made a motion to approve the driveway permit requiring a culvert. Supervisor Engman seconded the motion. Motion carried by voice vote.

Fifth agenda item: Manson Lake Boat Landing – It was noted that no representative from Manson Lake was present at the meeting. Chair Kriesel received a quote from Bowens of \$2500 to replace the planks and \$2-300 to replace the hinge on the dock. The dock has been deemed unsafe for use. Supervisor Engman stated the dock is unusable in its current condition. Chair Kriesel informed the board that the dock had been moved to a different location. Chair Kriesel stated the repairs also included a load of gravel. Supervisor Engman stated the boat dock should be taken out. Supervisor Rudis stated the lake association should be responsible for repairs. Chair Kriesel stated that the pier needs to be fixed and it's the town's responsibility to make it safe for public use. Clerk May stated she had reached out to the Wisconsin DNR and there are two grants that are available to the lake association to replace the pier, but they needed to apply for the grant. She stated she would contact the lake association to inform them of the grant monies available. A motion was made by Supervisor Rudis to fix the hinge on the dock to make it usable again. Supervisor Engman seconded the motion. Motion carried by voice vote.

Sixth agenda item: Election news- Clerk May stated over 200 absentee ballots were mailed out with 171 returned. There were 175 in-person voters. Tom Tiffany won the vote in Woodboro 206-140. She thanked the poll workers and residents who maintained proper social distancing rules and safety precautions by wearing gloves and masks. Clerk May asked the board if they thought plastic barriers should be purchased for future elections. The board agreed that at this time they felt the election went well as is and the safety precautions in place are sufficient.

Seventh agenda item: Discuss need for deputy positions. Clerk May researched and found that many towns have the clerk as the deputy treasurer, and the treasurer as the deputy clerk. Both Clerk May and Treasurer Beltz have agreed that this is a good solution and will complete the necessary paperwork.

Eighth agenda item: Bowens Contract for highway maintenance – A new proposal was sent to the board members from Bowens. Supervisor Engman stated that most of the increases were around 15%. He also stated that the road maintenance is the number one expense for the town and the contract should be sent out for bid. He also stated that it has nothing to do with the job that Bowens is doing for the town, but that the board owed it to the residents of the Town of Woodboro to get the best price. Chair Kriesel stated that the only bidder for the last time that it was sent out for bids was Musson Brothers and they were substantially higher. Chair Kriesel asked the board and audience for concerns with the work that Bowens has performed. Supervisor Engman stated that he was happy with the work that Bowens does in the wintertime, however, the summer work is not performed well. He went on to say that the pothole fixes are less than adequate and the brush cutting done last summer has left the side of the roads dangerous with areas of cutoff trees sticking up and could hurt someone. Chair Kriesel agreed that the brush cutting left behind some areas of concern and explained that it was a result of years of neglected maintenance. Jeff Bowen stated he was limited to one month rental of the brush cutting equipment and would do it differently in the future. Jeff also explained that the hot mix asphalt cools quickly and is difficult to use for pothole repairs. After final discussions, Supervisor Rudis stated he was okay with renewing the contract. Supervisor Rudis made a motion to accept the 3-year highway maintenance contract with Bowens. Supervisor Engman seconded the motion. Motion carried by voice vote. The board agreed that additional communication with the entire board and Jeff Bowen is needed in the future.

Ninth agenda item: Driveway permit 2109 Spring Creek Rd. – Chair Kriesel stated the driveway does not need a culvert. He inspected the area for the driveway and asked the owner to move the driveway to a safer location. The owner stated he would comply. Supervisor Rudis made a motion to approve the driveway permit. Supervisor Engman seconded the motion. Motion carried by voice vote.

Old Business:

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First agenda item: Oneida Lake Access – Chair Kriesel stated Mr. and Mrs. Dable have the paperwork and hasn't signed/returned it yet. Tabled to next month.

Second agenda item: Town Roads

- Bowens has patched potholes.
- Bowens has started graveling, grading and rolling.
- County Park Rd. has been widened. Supervisor Engman stated that it looks great.
- Rambling Lane- Clerk May stated she has given the town's attorney the signed agreements from the residents.

Third agenda item: Electrical bid for town hall- WPS is waiting until 2021 to determine if they will continue with project of putting electrical wires underground. Tabled indefinitely until WPS decides on project.

Fourth agenda item: Virtual Meeting Resolution #5-20. Clerk May read the resolution aloud that would allow for meetings to be held virtually. Voice vote to approve: Supervisor Rudis, yes; Supervisor Engman, yes; Chair Kriesel, yes. Motion carried by voice vote. Concern was expressed with holding Zoom meetings due to the allowed time as some meetings may go longer than the one-hour limit. Clerk May was instructed to get prices on purchasing a Zoom subscription.

Fifth agenda item: Public Comments

- None.

A motion was made by Supervisor Rudis and seconded by Supervisor Engman to adjourn the meeting at 7:31 p.m. Motion carried by voice vote.