

# Town of Woodboro Board of Supervisors

## Monthly meeting minutes

**Tuesday, October 20, 2020**

Pledge of Allegiance was recited.

The regular monthly board meeting was called to order at 6:00 p.m. by Chairperson Phil Kriesel. Chair Kriesel confirmed the agenda was posted in appropriate places and the town's website.

Members present were Chairperson Phil Kriesel, Supervisors Bill Rudis and James Engman, Treasurer Joann Beltz, and Clerk Judy May. There were 3 audience members present. Roll call completed. (Due to the COVID19 pandemic, this meeting was available virtually on Zoom.com Meeting ID: 718 3484 8878. There was 1 Zoom attendee.)

Supervisor Rudis made a motion and seconded by Supervisor Engman to approve the Regular Monthly Meeting Minutes of September 15, 2020. Motion carried by voice vote.

Supervisor Rudis made a motion to accept the October 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 \$601,259.24.

### **New Business:**

*First agenda item:* Review Assessor Proposals. Bids were received from Summit Assessments and Up North Assessments. The Board of Supervisors took time to review both proposals. Jef Muelver, Summit Assessments, was present to answer questions. Chair Kriesel informed the board that Jef was the former assessor for the Town of Woodboro from 1996-2015. Jef notified the board that he has been in contact with the Wisconsin Department of Revenue regarding the concerns expressed regarding Mr. O'Meara, former assessor, and the work that he did for the town. Miscalculations and classifications may have been made and will need to be corrected. After discussions and questions, Supervisor Rudis made a motion to approve the 5-year contract with Jef Muelver, Summit Assessments as the Town Assessor. Supervisor Engman seconded the motion. Motion carried by voice vote.

*Second agenda item:* Set budget hearing and workshop date/time. The board agreed to hold the budget workshop on Tuesday, Nov. 17<sup>th</sup>, at 5:15 p.m. and the budget hearing at 5:45 p.m. followed by the regular monthly meeting at 6 p.m.

*Third agenda item:* Route to Recovery Grant – The Town of Woodboro was awarded \$13,559 grant monies in response to the COVID 19 pandemic. \$7,550 was spent on a new election machine, leaving \$6,009 to be spent prior to the Nov. 3<sup>rd</sup> election. Clerk May provided pricing details on various pieces of equipment and supplies to be used in response to COVID and election demands. After discussion, Supervisor Rudis made a motion to approve the purchases of a color copier/scanner/printer, replacement toner cartridges, paper, computer video camera and speakers. Supervisor Engman seconded the motion. Motion carried by voice vote. Clerk May was instructed to purchase the items.

*Fourth agenda item:* Election news. Clerk May announced that the Nov. 3<sup>rd</sup> polls open at 7 a.m. and close at 8 p.m. Over 200 absentee ballots have been sent to electors. Command Central provided a machine, free-of-charge, for the upcoming election in order to process and count the ballots vs. hand-counting. In-person voting began Oct. 20<sup>th</sup> and will continue through Oct. 31<sup>st</sup>. Jackie Rudis, Chief Inspector, resigned from her position due to health concerns. Clerk May will serve as the chief inspector for the Nov. 3<sup>rd</sup> election and will hire a new chief inspector for 2021.

*Fifth agenda item:* Tax Insert. Treasurer Beltz provided the board with a copy of the tax insert for the property tax bills. After reviewing, Supervisor Engman made a motion to approve the tax insert. Supervisor Rudis seconded the motion. Motion carried by voice vote.

# Town of Woodboro Board of Supervisors

## Monthly meeting minutes

**Tuesday, October 20, 2020**

*Sixth agenda item:* ATV Club Woodboro Lakes Trail – Larry Ryberg. Larry was present via Zoom. He informed the board that the club has secured a total of \$264,820 from federal, state, club and Polaris grants to improve the Woodboro Lakes ATV Trail. He gave an update on the project. Chair Kriesel explained the need for engineering work that will be required for the trail. Chair Kriesel provided a proposal from MSA, with Chair Kriesel as the project manager, in the amount of \$28,950 lump sum and \$3,850 hourly additional engineering work. Supervisor Rudis asked if the town is paying for any of this. Chair Kriesel confirmed that the town is not paying for any of it as all monies will be paid for by the grants; and, if the grant doesn't cover all of it, there is additional grant money that can be applied for to cover costs. Supervisor Rudis made a motion to accept the MSA contract. Supervisor Engman seconded the motion. Motion carried by voice vote.

*Seventh agenda item:* Quit Claim Deed-Peter Schau, Oneida Lake Drive. Tabled to next month.

### **Old Business:**

*First agenda item:* Jack Akers – Oneida Lake Woods Subdivision: Jack Akers provided the final plat map to the board for signatures. The board discussed the progress of the project with Jack. Supervisor Rudis made a motion to accept the Oneida Lake Woods final plat. Supervisor Engman seconded the motion. Motion carried by voice vote.

*Second agenda item:* Brian Schoone driveway application. A letter was received from Mr. Schoone and shared with the board. Mr. Schoone was not present for the meeting. A draft letter was read aloud as written by Chair Kriesel in response to Mr. Schoone's letter. After discussion, the clerk was instructed to send out a reply letter to Mr. Schoone.

*Third agenda item:* Ordinance 0107 Amendment of Driveway permit. Final changes to the wording was discussed. Clerk May was instructed to make final changes and send the final draft copy out to the board members. Tabled to next month in order to review proposed changes.

*Fourth agenda item:* Oneida Lake Access – Chair Kriesel stated the surveyor is not able to complete the work at this time, but will be ready for next month. Tabled to next month.

*Fifth agenda item:* Town Roads

- Sanding and plowing due to snowfall.
- Roads were broomed prior to the Fall Ride.
- Trees cut down.
- Gravel roads were graded to ready them for winter weather.
- Rambling Lane. Work in progress. Tabled to next month.

*Sixth agenda item:* Public Comments

- Supervisor Rudis asked about beaver trapping on Hancock Lake Rd. Joe Rudis is willing to set traps due to the damage and debris having to be removed from the dam. Chair Kriesel is willing to help with notifying landowners. Treasurer Beltz stated she would send out an email to the lake association to see if there are landowners who would be willing to have traps placed.

A motion was made by Supervisor Rudis and seconded by Supervisor Engman to adjourn the meeting at 7:30 p.m. Motion carried by voice vote.