

**Regular Town Board Meeting Minutes**

Tuesday, February 7, 2017 @ 7:00 p.m.  
Wascott Town Hall

*-Minutes-*

**Work Session – 6:30 p.m.**

The work session was called to order by Chair Jim Boughner at 6:30 p.m. to review financial claims presented for payment by Clerk/Treasurer Atkinson. Board members present – Chair Boughner, Supervisors Stapp, Newsome and Clerk/Treasurer Atkinson. Supv Hanson was absent. **A Newsome/Stapp motion to adjourn at 6:44 p.m.; motion carried.**

**Regular Board Meeting – 7:00 p.m.**

- 1) Call to Order/Roll Call – The meeting was called to order by Chair Boughner at 7:00 p.m. Board members present – Chair Boughner, Supervisors Fritzke (via telephone), Stapp, and Newsome, Clerk/Treasurer Atkinson and 8 guests. Supv Hanson was absent.
- 2) Pledge of Allegiance was recited.
- 3) Approval of Consent Agenda
  - a) Approval of Regular Town Board Meeting Minutes of January 3, 2017
  - b) Approval of Agenda
  - c) Treasurer’s Report
  - d) Approval of January/February 2017 vouchersA Newsome/Stapp to approve the consent agenda; motion carried.
- 4) Public Comments & Public Announcements – *None.*
- 5) Monthly Reports
  - a) Reports of Committees/Commission –
    - 1) Conservation/Recreation – no report. Chair Boughner related that member Tom Mahoney has resigned from the committee. Chair Boughner extended thanks to Tom for his years of service on the committee.
    - 2) Cemetery Committee – An update in the form of a report was provided to the Board as follows –
      - A \$3,000 grant has been awarded on behalf of East Central Energy’s Operation Round-Up program;
      - A \$500 donation on behalf of NBC has been received;
      - Awaiting responses from Enbridge and the American Legion for a donation;
      - Currently, there is sufficient monies received to complete Phase I & II of the project/
      - The next Cemetery Committee Meeting will be held on Thursday, March 9, 2017 at 12:00 noon.
    - 3) Finance Committee – *Supv Newsome* - The Committee met on Jan. 17. Discussed employee compensation for 2017 (wages and benefits); business related cell phone use.
    - 4) Infrastructure Committee – *Supv Stapp* – Committee met Jan. 17, Jan 24 and Jan 31. Finalized discussion on road maintenance projects and purchase of a Tandem Axle Truck. Recommendations for approval to solicit road bids and truck quotes are on agenda for Board approval.
    - 5) Town Plan Commission – *Supv Fritzke* – No meeting in January.
  - b) Reports of Town Officers – Town Clerk Atkinson briefed the Town Board on the status of FEMA funding from the 2016 July storm. Obligation packets, detailing the grant agreements, will be sent to those jurisdictions with completed work. Once reviewed and we sign off, it will be resubmitted back to the State for payment processing. Packets should be received by March 15, 2017.
  - c) Fire Department – Chief Michalek – 1 car fire; 5 medical calls.
  - d) EMS Asst. Director – Stacey Vig – absent.
  - e) County Board Representative – Mary Lou Bergman – absent.

- f) Northwood School District Liaison – absent.
- g) WCC/FDA – Patti McDermott – Getting lots of new members.
- 6) Specific Matters for Discussion and Possible Action –
  - a) Resolution 2017-01 – Authorize Amendments to 2016 Budget – A Newsome/Stapp motion to approve. Roll Call Vote – Newsome, yes; Stapp, yes; Fritzke, yes; Boughner, yes. Motion carried.
  - b) Resolution 2017-02 – Allocate Cash Funds as of January 1, 2017 - A Newsome/Stapp motion to approve. Roll Call Vote – Newsome, yes; Stapp, yes; Fritzke, yes; Boughner, yes. Motion carried.
  - c) Resolution 2017-03 – Authorize Amendment to 2017 Budget - A Newsome/Stapp motion to approve. Roll Call Vote – Newsome, yes; Stapp, yes; Fritzke, yes; Boughner, yes. Motion carried.
  - d) Resolution 2017-04 - 2017 Employee Pay Rates - A Newsome/Stapp motion to approve a 2% pay rate increase for highway employees for 2017 retroactive to January 1, 2017. Part-time Driver-Operator will receive 80% of full time rate. Longevity also applies to eligible employees. Roll Call Vote – Newsome, yes; Stapp, no; Fritzke, yes; Boughner, no. Motion failed.  
A Boughner/Fritzke motion to approve a 3% pay rate increase for highway employees for 2017 retroactive to January 1, 2017. Part-time Driver-Operator will receive 80% of full time rate. Longevity also applies to eligible employees. Roll Call Vote – Newsome, no; Stapp, yes; Fritzke, yes; Boughner, yes. Motion carried.
  - e) Snowplow Driver – A Fritzke/Boughner motion to approve the application of Russell Behlings as a temporary snow plow driver; motion carried.
  - f) Sale of an old highway plow – A Stapp/Boughner motion to approve the sale of an old highway plow to Steve Balcsik for \$500; motion carried.
  - g) Solicit Quotes for Refinishing of Town Hall Floor (budgeted) – A Newsome/Boughner motion to approve the Clerk to solicit quotes for the refinishing of the Town Hall floor; motion carried.
  - h) Consideration of a New Office Copy Machine – The Clerk presented a quote from Tri-State Business Systems for the replacement of the copy machine. Currently, monthly usage bills range from \$375-\$500. An approximate savings of \$287 a month could be realized with the purchase of a new machine. A Fritzke/Stapp motion to approve the purchase of a new Sharp Mx-M3070N full color document system. The 60 month US Bank leasing option was selected. The monthly lease and service cost will be \$217.14. Motion carried.
  - i) Solicit Quotes for Highway Tandem Truck and Attachments (budgeted) – A Stapp/Fritzke motion to approve the recommendation by the Infrastructure Committee to solicit quotes for a Highway Tandem Truck and Attachments; motion carried. The Clerk will work with Highway Foreman Jason Walters developing the quote specs.
  - j) Approval to Solicit Bids for 2017 Highway Road Projects - A Newsome/Stapp motion to approve the recommendation from the Infrastructure Committee to solicit bids for the 2017 Highway Road Projects as follows – Scrub Seal 4.54 miles of Bass Lake Road and Scrub Seal 2 miles of Red Lake Road from RR tracks to Blackburn Road; motion carried. In addition, a carryover project from 2016, the bid for Blacktop Resurfacing of Bass Lake Road from Apple Lake to Whitefish Lake Road needs to be completed. Scott Construction was unable to complete the project in 2016 due to weather conditions. The Board directed the Highway Foreman to consult with Scott Construction to verify the bid amount of \$28,620 will be honored. These monies have been carried forward in the budget for 2017. The Clerk will work with Highway Foreman Jason Walters developing the bid specs.
  - k) Reimbursement for Cell Phone Usage for Highway Foreman – A Boughner/Fritzke motion to approve the reimbursement of \$50 for the Highway Foreman and Fire Department Chief effective February 1, 2017; motion carried.
  - l) Emergency Address Flag Signs – Supv Fritzke presented a quote from Lange Enterprises for the installation of two-sided address number and street signs with a 6.5’ galvanized post at a cost of \$33.32 per unit (sign, post & installation). Estimated units to be purchased – 1200 at an estimated total cost of \$39,984. A Fritzke/Stapp motion to approve a quote from Lange Enterprises for an Emergency Address Flag Sign System at an estimated cost of \$39,984; motion carried.
- 7) A Fritzke/Stapp motion to adjourn at 8:50 p.m.; motion carried.

Respectfully submitted,

Jeannette Atkinson, Clerk/Treasurer