TOWN OF PORT EDWARDS

MONTHLY BOARD MEETING MINUTES

Date: **May 14th, 2018**

**Call to Order:** Chairman Randy Moody opened the Town Board Meeting at 6:30p.m. in the Town Hall with the Pledge of Allegiance.

**Meeting Certification:** This meeting has been properly posted (on the Town’s three posting boards, on the Town Hall door, on the Town website and in the Daily Tribune) to notify the public of date, place, time, and agenda.

**Attendance:** Chairman Randy Moody, Supervisors Tim Schmidt and Jeff O’Donnell, Treasurer Kathy Reese, Clerk Michelle Sorenson and Constable Louis Hamel. Road superintendent Allen Goodness along with a few members of the public were also in attendance.

**Approval of minutes from April 9th Board Meeting:** Clerk presented the minutes from the previous monthly Board Meeting. Minutes looked accurate and acceptable. Motion was made by Schmidt and seconded by O’Donnell to accept the minutes as printed. Motion carried.

**Agenda:**

 Approve the agenda

Approve previous meetings minutes

Overview of Town’s insurance policies with Joe Grant

Act on Town’s insurance coverage

Approve payment of bills

Treasurer and Clerk monthly financial reports

 Set date for June board meeting

Review correspondence

Old Business:

 Public input

 Adjourn

Motion was made by O’Donnell and seconded by Schmidt to approve the agenda. Motion carried.

**Town Insurance Coverage:** Rural Insurance representative Joe Grant reviewed our business and worker’s compensation insurance policies. After some discussion, it was decided Joe would remove the old tractor and make sure the new tractor is listed on the policy. Joe will also contact the clerk with a new insurance quote using $1,000 deductibles to see how much the Town could save by increasing the deductibles from $500.

Schmidt made a motion to allow the Clerk to make the insurance payment once the re-quote comes in. Clerk will inform the rest of the Board about the insurance policy once she gets the numbers from Joe so they can decide which deductible to go with. O’Donnell seconded the motion allowing the Clerk to make the insurance payment. All were in favor and the motion carried.

**Bills:** O’Donnell made a motion to approve payment of the bills listed by the Clerk. Motion was seconded by Schmidt and motion carried. Total disbursements for the month of April were $43,100.32.

**Treasurer and Clerk Financial Reports:** The Treasurer and Clerk reports were reviewed by the Board. All reports balance. Total Town money as of April 30th, 2018, is $285,768.61. Motion was made by O’Donnell and seconded by Schmidt to accept the financial reports. Motion carried.

**Conditional Use Permits:** Clerk presented the Board with a list of active and inactive conditional use permits. In order to have the most updated information for our records and to be able to provide to the local fire departments with the most current permits, the Clerk will draft a letter to mail to the active permit holders to verify their desire to continue to hold active conditional use permits. Once that information is received the Clerk will come back to the Board with an updated list. Schmidt made a motion to accept the current list and O’Donnell seconded. Motion carried.

**Correspondence:** Chairman received paperwork from Wood County Emergency Management regarding proper procedure for documenting disaster damages. It is a toolkit of forms that would need to be completed if there ever came a time where we would want to petition the State for reimbursement of disaster damages.

Clerk received a copy of the Floodplain Zoning Permit given to the County Highway Department for work being done on the Creamery Road culvert.

Clerk also received a fire call report from Nekoosa Fire Department for a power pole that was on fire in front of 309 County Highway AA. The fire department was on scene until the electric company (Oakdale) showed up and then they went home. No fire call billing was necessary.

**Old Business:** ROADS: Creamery Road will be using a smaller culvert than originally planned so the project will be cheaper.

Our grant needs to be used on Lynn Hill Road by 2020. The Town plans on having the work done in 2019. That project consists of widening the road from 20 feet to 22 feet, and adding ditches at either a 2/1 or 3/1 pitch. The Ho-Chunk Nation has set aside $300,000 to contribute to the project. An informational meeting will be held for the public to ask questions. We appreciate the Ho-Chunk Nation’s partnership on this project. The Town will begin to look into getting our funding for the project in line and ready to go.

**Public input:** A question was raised as to what size the Creamery culvert is going to be? It is unknown at this time. Ron Arendt would like to see the ditch on the south side from his property back to the bridge approximately 1200 feet, cleaned out so the water has someplace to go. Chairman will contact Rowland Hawk to discuss Ron’s drainage concern, and will talk to Bill Arendt to see if Bill can dig the ditch out while he is there putting in his (Bill’s) culvert.

There was a concern about mining trucks using Lynn Hill Road after it has been redone. The road may need to be posted after the work on it is done.

Another concern was expressed regarding ATV’s and UTV’s doing donuts in the middle of Batterman Road, Beaver and Deer Lanes, and on private property off of the County Line Road. The Board will follow up with Garrett Kuhn and Randy Bowden to see if it is possible to identify who has been doing this. The Board may have to limit the ATV/UTV activity to just paved roads if this activity doesn’t stop.

**Next Scheduled Board Meeting:** The next regularly scheduled Town Board Meeting is set for Tuesday June 12th, 2018, at 6:30p.m. The meeting will be conducted at the Town Hall.

**Adjourn:** O’Donnell made a motion to adjourn the meeting at 7:44p.m. and Schmidt seconded. All were in favor and the motion carried.

Respectfully submitted,

Michelle Sorenson, Clerk