TOWN OF PORT EDWARDS

MONTHLY BOARD MEETING MINUTES

**Date**: **February 11th, 2019**

**Call to Order:** Chairman Randy Moody called the Town Board Meeting to order at 6:08p.m. in the Town Hall. This was after the conclusion of the Public Hearing on Fazio’s conditional use permit.

**Meeting Certification:** This meeting has been properly posted (on the Town’s three posting boards, and on the Town Hall door) as well as published on our 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, Constable Louis Hamel. Road Superintendent Al Goodness and several people from the public were also in attendance.

**Approval of minutes from January 14th Board Meeting:** Clerk presented the minutes from the previous monthly Board Meeting as well as the minutes from the Caucus. They both looked accurate and acceptable. Motion was made by O’Donnell and seconded by Schmidt to accept all the minutes as printed. Motion carried.

**Agenda:**

 Approve the agenda

Roland Hawk to present on County ATV/UTV trails

Approve previous meeting’s minutes

Approve payment of bills

Treasurer and Clerk monthly financial reports

Act on beer and liquor license for Jabberjawz and Austin Collins

Review County’s privy permit

Set date for next board meeting

Review correspondence

New business

Old business

 Public input

 Adjourn

Motion was made by O’Donnell and seconded by Schmidt to approve the agenda with a couple amendments. The beer and liquor license is for the Crowbar and Grill LLC, not Jabberjawz, and the Caucus meeting minutes were added to the previous meeting minutes review and approval. Motion carried.

**Bills:** Schmidt made a motion to approve payment of the bills listed by the Clerk. Motion was seconded by O’Donnell and motion carried. Total disbursements for the month of January were $609,674.13.

**Treasurer and Clerk Financial Reports:** The Treasurer and Clerk reports were reviewed by the Board. All reports balance. Total Town money as of January 31st, 2019, is $292,043.72. Motion was made by O’Donnell and seconded by Schmidt to accept the financial reports. Motion carried.

**ATV/UTV Trails:** Roland Hawk presented on the County’s position with ATV/UTV trails. The main destinations will be set up as the ATV/UTV park on Highway 54, Dexterville Park, and the trail head in Jackson County. Dexterville Park is adapting its overflow area into an ATV/UTV camping area. Sheriff Becker is on board with the idea of ATV/UTV trails. County Board has set aside money for signing and maintenance of the trails. County website will have real time access to trail maps so if you have a smart phone you will be able to see in real time when and what trails are open or closed. Roland passed around some maps of their current progress.

**Beer and Liquor License:** Austin Collins submitted an application for a class “b” beer and liquor license to the clerk on February 2nd, 2019. There is a 15 day wait period so the soonest Austin could have his license would be the 18th of February. Schmidt made a motion to approve the class “b” beer and liquor license to Austin Collins and the Crowbar and Grill LLC contingent on the wait period and payment of the pro-rated fees. O’Donnell seconded the motion and it carried.

**County Privy Permit:** The chairman gave a brief summary of what the County privy permit is about. The topic will be added to next month’s agenda for further discussion.

**Correspondence:** Clerk received a flood plain permit on a ditch cleaning project.

Clerk also received a brochure on solar farming that was passed around to the Board.

Clerk was in possession of two applications for operator licenses. Both were for Headin West and both had paid their fee as well as attended the required schooling. Schmidt made a motion to approve the operator licenses and O’Donnell seconded. Motion carried.

**New Business:** Clerk has been in contact with Nekoosa Port Edwards State Bank (Meagan) with regards to securing funding for the Lynn Hill Road project. The bank needed to know how we plan to repay the loan, choosing between monthly, quarterly, single pay and once a year. It was decided that a single pay plan would be most beneficial to the Town. Clerk will ask Meagan for some projections as to what the Town can expect to pay in interest with each of the different options.

O’Donnell reported that he has been in contact with Martin Welter regarding our web site. The software he currently uses to maintain the web site will become obsolete within the next 3 to 6 months and there will be an added cost to upgrade to new software. It will cost approximately $470 to upgrade this year and then the annual maintenance fee will also increase to about $270 per year afterwards. The topic is going to be carried forward to next month’s agenda for more discussion and action.

**Old Business:** There was none.

**Public input:** There was none.

**Next Scheduled Board Meeting:** The next regularly scheduled Town Board Meeting is set for Monday, March 11th, 2019, at 6p.m. The meeting will be conducted at the Town Hall.

**Adjourn:** O’Donnell made a motion to adjourn the meeting at 7:59p.m. and Schmidt seconded. All were in favor and the motion carried.

Respectfully submitted,

Michelle Sorenson, Clerk