TOWN OF PORT EDWARDS

MONTHLY BOARD MEETING MINUTES

**Date**: **December 11th, 2018**

**Call to Order:** Chairman Randy Moody opened the Town Board Meeting at 6:00p.m. in the Town Hall.

**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. There was one person from the public also in attendance.

**Approval of minutes from November 13th Board Meeting:** Clerk presented the minutes from the previous monthly Board Meeting. The minutes needed one slight change. The name Carlton should read Tarlton. Otherwise they looked accurate and acceptable. Motion was made by Schmidt and seconded by O’Donnell to accept the minutes as corrected. Motion carried.

**Agenda:**

 Approve the agenda

Approve previous meeting’s minutes

Approve payment of bills

Treasurer and Clerk monthly financial reports

Set date for next board meeting

Set date for Caucus

2019 SWCHS Contract

Discuss changing of residential fire number signs

Review correspondence

New business

Old business: Town telephone line

 Public input

 Adjourn

Motion was made by Schmidt and seconded by O’Donnell to approve the agenda. 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 November were $31,547.93.

**Treasurer and Clerk Financial Reports:** The Treasurer and Clerk reports were reviewed by the Board. All reports balance. Total Town money as of November 30th, 2018, is $270,747.94. Motion was made by O’Donnell and seconded by Schmidt to accept the financial reports. Motion carried.

**Caucus Date:** The date for the Caucus was scheduled for January 14th, 2019, at 6p.m. to be held in the Town Hall.

**2019 SWCHS Contract:** South Wood County Humane Society contract was the same as in years past. Cost to the municipality for animal drop offs is $54.63. O’Donnell moved to accept the contract and Schmidt seconded said motion. Motion carried and Chairman Moody signed and dated it. Clerk will return.

**Fire Number Signs:** Conversation was had with regards to replacing the current fire number signs with the new flag style signs and have them be blue in color. The Town received an estimate of approximately $18,000 from Emergency Management to replace all of the fire number signs. The Town doesn’t have the money budgeted for that project. Chairman Moody suggested that maybe we break it up into sections and replace fire number signs as we replace roads. No action was taken.

**Correspondence:** Mark Krings had questions about his garbage collection. Treasurer will look into his inquiry and report back next month.

Chairman received a timber cutting permit for Patrick Arendt.

**New Business:** Supervisor O’Donnell asked if it would be possible for the clerk to set up a way to track expenses (possibly in Excel) so the Board could see on a monthly basis how much money is being spent where. The clerk will do some research.

**Old Business:** (Town telephone line) It was suggested to ask Al what kind of personal cell phone plan he has. If he has an unlimited plan it might prove more beneficial for us to keep the Town’s land line and get rid of the cell phone package we carry. If it were found to be helpful, we could look into getting internet at the Town Hall and then our phone line would be $10/month. However, the Town computer is not set up for internet at this time.

**Public input:** It was mentioned that the next County Board meeting is set for December 18th, 2018, at 9:30a.m.

**Next Scheduled Board Meeting:** The next regularly scheduled Town Board Meeting is set for Monday, January 14th, 2019, immediately following the conclusion of the Caucus. The meeting will be conducted at the Town Hall.

**Adjourn:** Schmidt made a motion to adjourn the meeting at 7:58p.m. and O’Donnell seconded. All were in favor and the motion carried.

Respectfully submitted,

Michelle Sorenson, Clerk