

TOWN OF PORT EDWARDS
MONTHLY BOARD MEETING MINUTES

Date: July 9th, 2019

Call to Order: Chairman Randy Moody called the Town Board Meeting to order at 6:02p.m. in the Town Hall. The meeting began with the Pledge of Allegiance.

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, Clerk Michelle Sorenson. Absent was Treasurer Kathy Reese. Road Superintendent Al Goodness, his assistant Ken Lewis and three people from the public were also in attendance.

Approval of minutes from June 10th Board Meeting: Clerk presented the minutes from the previous monthly Board Meeting. They 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 meeting's minutes
- Approve payment of bills
- Treasurer and Clerk monthly financial reports
- Set date for next board meeting
- Act on utility permit
- Approve records retention policy
- Review correspondence
- New business:
- Old business:
- 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 June were \$27,184.96.

Treasurer and Clerk Financial Reports: The Treasurer and Clerk reports were reviewed by the Board. All reports balance. Total Town money as of June 30th, 2019, is \$347,384.34. Motion was made by O'Donnell and seconded by Schmidt to accept the financial reports. Motion carried.

Utility Permit: The Town received a permit application for constructing, maintaining, or repairing utilities in the highway right of way from WE Energies. The work will be done at 2865 Swiggum Lane and is to install a new residential gas service. O'Donnell moved to approve the

application and Schmidt seconded. Motion carried and the application was signed by the Board.

Records Retention Policy: O'Donnell made a motion to adopt the Wisconsin Municipal Records Schedule (as approved by the Public Records Board on August 27th, 2018) in full as the Town of Port Edwards official records retention policy. Schmidt seconded said motion and motion carried.

Correspondence: A 10-50 fire call report was received. Clerk will have to do some looking to find the addresses of the parties involved as they weren't listed in the report. The accident occurred at 4124 State Highway 173. Each party will be billed.

Chairman received a copy of a letter from Arnold Guenther to Chad Schooley regarding ditch issues on County Highway GG.

New Business: The Town needs more road base. Schmidt made a motion to allow spending of up to \$3,000 on road base. O'Donnell seconded the motion and it carried.

The old church on G (address of 299 County Road G) is starting to cave in.

Old Business: Any new fire number signs will be flag style and blue.

Supervisor O'Donnell reported that Wood County would be able to follow thru on any tickets we were to write for our Junk Vehicle Ordinance. Other Towns such as Remington have done the same thing (utilized the Wood County court system). The fine would be for court costs of \$114.50 and we could set a court date on a Thursday at 9a.m. Clerk will mail a copy of our Junk Vehicle Ordinance to the Clerk of Courts.

Public input: It was requested that the grass around the stop sign on Lynn Hill Road and Point Basse Avenue be mowed as it is getting hard to see at that corner.

Next Scheduled Board Meeting: The next regularly scheduled Town Board Meeting is set for Tuesday, August 13th, 2019, at 6p.m. The meeting will be conducted at the Town Hall.

Special Town Board Meeting: A special Town Board meeting will be held at 4p.m. on Monday, July 29th, 2019, for the purpose of opening bids received for work to be completed on Wilhorn Road.

Adjourn: O'Donnell made a motion to adjourn the meeting at 7:11p.m. and Schmidt seconded. All were in favor and the motion carried.

Respectfully submitted,
Michelle Sorenson, Clerk