

TOWN OF PORT EDWARDS  
MONTHLY BOARD MEETING MINUTES

**Date:** June 7<sup>th</sup>, 2021

**Call to Order:** Chairman Randy Moody called the Town Board Meeting to order at 6:03 p.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, 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, Treasurer Kathy Reese, and Road Superintendent Al Goodness. No one was present from the public.

**Approval of minutes from May 11<sup>th</sup>, 2021, Town Board Meeting:** Clerk presented the minutes from the May Board Meeting. The minutes looked accurate and acceptable. Motion was made by O'Donnell and seconded by Moody to accept the minutes as printed. Motion carried.

**Agenda:**

- Approve the agenda
- Approve previous meetings' minutes
- Approve payment of bills
- Treasurer and Clerk's monthly reports
- Set date for next month's board meeting
- Review correspondence
- Discuss making an unscheduled payment on Lynn Hill Rd loan
- Review and sign utility permit for Solarus
- Closed session for road crew wages
- Reconvene into open session
- New business:
- Old business: Kellnhofer update
- Public input
- Adjourn

Motion was made by O'Donnell and seconded by Moody to approve the agenda. Motion carried.

**Bills:** O'Donnell made a motion to approve payment of the town bills listed by the Clerk. Motion was seconded by Schmidt and the motion carried. Total disbursements for the month of May were \$57,671.44 with total revenues being \$3,154.95.

**Treasurer and Clerk Financial Reports:** The Treasurer and Clerk reports were reviewed by the Board. All reports balance. Total Town money as of May 31<sup>st</sup>, 2021, is \$309,271.36. A motion was made by O'Donnell and seconded by Schmidt to accept the financial reports as presented. Motion carried.

**Correspondence:** Clerk received a certified survey map for Dan and Barb Matthews. They bought a triangular piece of property from the County. Everything looks in order so O'Donnell made a motion to approve the certified survey map. Motion was seconded by Moody and motion carried.

Clerk received a fire call report on a two-car accident. Clerk will have to try and determine who was ticketed. If no one was at fault, the Board requests the Clerk to bill each party \$250.00 but if a citation was issued, then the Board would like the Clerk to bill that party the full \$500.00.

**Lynn Hill Road Loan:** The bank balance that the Town carries is quite high. It is everyone's consensus that we should be fine if we apply \$103,000.00 to the loan. That would bring the balance down to around \$100,000.00. Schmidt made a motion to apply \$103,000.00 to the Lynn Hill Road loan and have it applied completely to the principle. O'Donnell seconded said motion and the motion carried.

**Solarus Utility Permit:** Solarus is putting their utilities underground throughout the entire Township. They submitted maps and have completed the permit paperwork. O'Donnell made a motion to accept and approve the utility permit for Solarus and Schmidt seconded. Motion passed.

**Closed Session:** Schmidt made a motion to enter closed session and O'Donnell seconded. Motion passed.

**Reconvene:** O'Donnell made a motion to reconvene into open session and Schmidt seconded. Motion carried.

**New Business:** The road crew needs more road base. Moody made a motion to allow Al Goodness (Road Superintendent) the authority to request up to ten loads of road base from the County, but the total cost is not to exceed \$4,000.00. O'Donnell seconded this motion and the motion carried.

**Old Business:** The Board's most recent meeting with Dan Kellnhofer was productive. Everything to the West is customers' and everything to the East is Kellnhofer's. The Board will continue to meet with Kellnhofer. The next scheduled meeting is for July 1<sup>st</sup>, 2021, at 9a.m.

**Public input:** There was none.

**Next Scheduled Board Meeting:** The next regularly scheduled Town Board Meeting is set for Monday, July 19<sup>th</sup>, 2021, at 6 p.m. The meeting will be conducted at the Town Hall.

**Adjourn:** O'Donnell made a motion to adjourn the meeting at 8:20p.m. and Schmidt seconded. All were in favor and the motion carried.

Respectfully submitted,  
Michelle Sorenson, Clerk