

# TOWN OF PORT EDWARDS MONTHLY BOARD MEETING MINUTES

**Date:** December 11<sup>th</sup>, 2023

**Call to Order:** Chairman Randy Moody called the Town Board Meeting to order at 6:00p.m. The pledge of allegiance was recited to begin the meeting.

**Meeting Certification:** This meeting has been properly posted (on the Town Hall door) as well as published on our website to notify the public of date, place, time, and agenda.

**Attendance:** Chairman Randy Moody, Supervisors Tim Schmidt, Jeff O'Donnell, Treasurer Kathy Reese, Clerk Michelle Sorenson. Highway Superintendent Adam Lueneburg was unable to attend tonight's meeting. There were also two people present from the public.

**Approval of minutes from November 13<sup>th</sup>, 2023, Town Board Meeting:** Clerk presented the minutes from the November regular monthly meeting. The minutes of the meetings 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
- Approve payment of bills
- Treasurer and Clerk's monthly reports
- Set date for next month's board meeting
- Road Superintendent report
- Review correspondence
- New business:
  - Approve contract with the Town's new building inspector Josh Volz
  - Appoint election inspectors for January 1, 2024 to December 31, 2025 election cycle
  - Examine 2024 Village of Port Edward's fire contract
  - Review Town of Seneca's snow plowing agreement
- Old business:
  - Discuss with possible action on new Town ordinance to allow for billing of residents for costs associated with reclaiming pets
- Public input
- Adjourn

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

**Bills:** O'Donnell made a motion to approve payment of the town bills listed by the Clerk with the exception of the payment on the Village fire contract. Motion was seconded by Schmidt and the motion carried. Total disbursements for the month of November were \$29,191.14 with total revenues being \$45,726.63.

**Treasurer and Clerk Financial Reports:** The Treasurer and Clerk reports were reviewed by the Board. All numbers balance. Total Town money as of November 30<sup>th</sup>, 2023, is \$128,339.76. O'Donnell made a motion to accept the reports as submitted and Schmidt seconded so motion carried.

**Correspondence:** Treasurer has mailed out the tax bills.

Town received a copy of a sanitary permit for R. and D. Arendt.

The Town has forwarded more ordinances to Attorney Flanagan.

**Highway Superintendent Report:** Coon Valley Trail sign has been ordered. Grading has been wrapped up for this year. The crew has been getting the patrol trucks ready to plow snow. The Mack is in the shop having the spinner motor looked at. The Sterling will need attention soon. It has multiple hydraulic fluid leaks. Adam has been in contact with the County about having this work done.

### **New Business:**

**Building Inspector:** Moody gave everyone a copy of Josh Volz's proposed contract. It is very similar to others the Town has received in the past. O'Donnell made a motion to accept Volz's contract and Schmidt seconded. All were in favor and the motion carried.

**Election Workers:** The Clerk wishes to use the same inspectors as were listed for the previous election cycle with the addition of eight new names. These new additions came from election registrations information. These people checked a box indicating they were interested in working elections. O'Donnell made a motion to approve the new list of election workers for the upcoming election cycle that runs from January 1<sup>st</sup>, 2024 through December 31<sup>st</sup>, 2025. Schmidt seconded the motion and the motion carried unopposed.

**2024 Village Fire Contract:** The Board discussed various talk circulating around the area. Someone heard there is a possibility the Villlage's Fire Department could disband. The Board has not heard from the Village directly, with the exception of the Clerk receiving the 2024 contract. We have no way of knowing what is truth and what is rumor. The Board feels an additional clause needs to be added to the contract allowing for a pro-rated reimbursement should the Fire Department indeed dissolve. Clerk will inform the Village of the Board's request and hold payment until more information is gathered.

**Seneca Boundary Line Agreement:** The Town of Seneca sent a snow plowing agreement to Moody. The Clerk located an old general road agreement from 1981. The Board would like the Clerk to contact Seneca to see if they would be interested in continuing to honor the original agreement from 1981.

### **Old Business:**

**Reclaimed Strays Billing Ordinance:** The Clerk had copies of the drafted ordinance that would allow the Town to bill residents for costs associated with strays that are picked up or dropped off from within the Township when those residents are able to reclaim their animals from the South Wood County Humane Society. O'Donnell made a

motion to approve the new ordinance so billing can begin with the first of the new year. Schmidt seconded the motion. Everyone was in favor and the motion carried.

**Public input:** D. Sievers asked about renting out his camper. The Town has plans on amending the zoning ordinance with regards to campers. Currently, a camper can be used for 30 weeks out of the year. The plan is to have that changed to 20 weeks.

D. Kellnhofer seems to be adding to his collection. Is anything being done there? The Town will see if someone can talk to A. Brundige who lives in the Township and is also a Wood County Sheriff's deputy. Maybe she can issue tickets if vehicles are parked in the no parking zone.

**Next Scheduled Board Meeting:** The next regularly scheduled Town Board Meeting is set for Monday, January 8<sup>th</sup>, 2024, at 6 p.m. The meeting will be conducted at the Port Edwards Town Hall.

**Adjourn:** Being there was no other business to conduct, O'Donnell made a motion to adjourn the meeting at 7:04p.m. and Schmidt seconded. All were in favor and the motion carried.

Respectfully submitted,  
Michelle Sorenson, Clerk