

TOWN OF PORT EDWARDS  
MONTHLY BOARD MEETING MINUTES

**Date:** June 12<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 by all present 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. There were also four people present from the public.

**Approval of minutes from May 8<sup>th</sup>, 2023, Town Board Meeting:** Clerk presented the minutes from the May regular monthly meeting, as well as the closed session meeting. The minutes of the May 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:

Act on utility permit application from Charter Communications

Discuss how board members can be compensated for performing duties usually covered by the road crew

Old business:

Update on pricing options for Community Center bathroom

Review and adjust prices charged at the annual recycling event

Draft violation letter to properties found out of compliance with the Town nuisance ordinance

**Town Board will motion to convene into "closed session" under Wis. Stat. 19.85(1),(c) to discuss personnel issues**

Reconvene into open session

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. Motion was seconded by Schmidt and the motion carried. Total disbursements for the month of May were \$36,827.91 with total revenues being \$4,191.06.

**Treasurer and Clerk Financial Reports:** The Treasurer and Clerk reports were reviewed by the Board. Treasurer's report needs editing so reports will not be approved until July's meeting. Total Town money as of May 31<sup>st</sup>, 2023, is \$363,998.56.

**Correspondence:** Chairman received notice from the Wisconsin DOT that the Cranberry Creek bridge has been approved for grants that will cover the replacement of the bridge at 100%.

Treasurer offered various quotes on new computers. Schmidt made a motion and O'Donnell seconded to approve spending \$1,639.00 on the computer the Treasurer wanted. Motion carried.

Clerk presented a package she received from Wood County Emergency Management outlining their new rates.

Clerk was in possession of Whitetail Crossing's operator license applications. Clerk offered for approval the applications that were submitted with the attachments as required. O'Donnell moved to approve the applications as presented by the Clerk. Schmidt seconded said motion and motion carried.

Clerk was also in receipt of two different certified survey maps. B. Ruesch's survey map shows his parcel barely meets the Town's two acre minimum, but meets the minimum nonetheless. Schmidt motions to approve Ruesch's certified survey map and O'Donnell seconded. Motion carried. The other map showed E. Ruiz is dividing a parcel. O'Donnell made a motion to approve his certified survey map and Schmidt seconded. That motion carried as well.

One fire call report had come in. The accident occurred on May 30<sup>th</sup>, 2023, by 1792 County Road G. One party ran into someone stopped for a school bus and was ticketed. Board determined the party at fault would be billed \$500.00 as allowed by the Town's Fire Call ordinance.

**Highway Superintendent Report:** The crew is working on their third round of grading. The tractor needed a new bucket. Krotzman ordered a new sign for Coon Valley Trail and the new sign was stolen 15 days after being put back up. Batterman Road has been flooding and washing out. The Town may need to consider installing a culvert to help with drainage.

### **New Business:**

**Utility Permit:** Charter Communications submitted an application for a utility permit to do work at Green Grove and Swiggum Lane. Everything looked in order so O'Donnell made a motion to approve the application and Schmidt seconded. Motion carried.

**Board Member Pay:** After a brief discussion, the Board decided to table this topic until it gets closer to a meeting of the electors. At that time the Board will put together a pay schedule together for the electors to review and comment on.

### **Old Business:**

**Community Center Bathroom:** Schmidt hasn't made much progress on getting quotes for used, handicapped accessible, used porta potty. Schmidt believes he remembers being told it would run around \$2,200.00 for a used unit. Subject will be tabled until next month's meeting.

**Annual Recycling Costs:** Annual recycling drop off event expenses were reviewed. The Town pays quite a bit to have the large number of tires we collect recycled. Next year the prices for dropping off tires will be \$3.00 for automobile tires and \$4.00 for light truck tires. Truck and semi tires will go to \$9.00 each. The agricultural tire prices will remain the same.

**Nuisance Ordinance Violations:** The list that was put together by the Board members who travelled through the Town was examined. Topics that should be included in the 'notice of violation' letter that will be going out to each property were discussed. Clerk will be mailing the letters in the near future. Hopefully there will be an update at our next month's meeting.

**Enter Closed Session:** O'Donnell made a motion at 7:29p.m. to enter into closed session. Schmidt seconded the motion and the motion carried.

**Reconvene in Open Session:** Session was once again open at 8:16p.m.

**Public input:** A question was raised as to who owns the deer farm property now. The Board had a certified survey map come across their desk at tonight's meeting for B. Ruesch. He had a small two-acre parcel surveyed off from the property in question.

O'Donnell informed the Board that next year would be the Town's 150-year anniversary since founding. It might be nice for the Town to sponsor a picnic or something similar to celebrate.

**Next Scheduled Board Meeting:** The next regularly scheduled Town Board Meeting is set for Monday, July 17<sup>th</sup>, 2023, at 6 p.m. The meeting will be conducted at the Port Edwards Town Hall.

**Adjourn:** Being no other business to conduct, O'Donnell made a motion to adjourn the meeting at 8:21p.m. and Schmidt seconded. All were in favor and the motion carried.

Respectfully submitted,  
Michelle Sorenson, Clerk