

**Town of Menomonie**  
**Monthly Meeting**  
**Tuesday, February 9<sup>th</sup>, 2021 at 6:00pm**

Frank called the Monthly Meeting to Order at 6:00pm

Present: Frank Bammert, Ed Hartung, Kent Jackson, Nancy Ponto and Charisse Sutliff

**Minutes**

- Minutes from the Regular Board Meeting on Jan 12<sup>th</sup> were reviewed without any changes noted.
- Kent made motion to approve, Ed 2<sup>nd</sup> Carried

**Public** None

**CSM/Zoning Request**

- Nicole Daul was present to discuss a rezoning request on her property N5611 410<sup>th</sup> Street.
- Proposal was made to rezone the property from General Agricultural (GA) to Residential (R1). After rezoning is completed, split off one acre to establish a small 2-bedroom second residence (750 sq ft).
- The proposal was brought to the planning commission meeting on Jan. 28<sup>th</sup> where the committee approved the recommendation.
- The map was reviewed and Ed asked where the home would be built. No concrete plans had been made. Nicole said she may convert the existing garage or possibly add a manufactured home.
- Frank asked if any neighbors had commented or raised concern, as she had sent out letters informing them on her intent. No neighbors had come forward.
- Frank commented it was fitting with the future growth expanding from the city.
- Ed made a motion to recommend the rezone from GA to R1. Kent 2<sup>nd</sup> Carried.

**Employee/Chairman Report**

- Frank shared that John Zack and Curt Bryan have helped with snow plowing as needed.
- The patrolmen have been working at the collection site helping out as needed.
- Patrolmen have been helping Town of Dunn with brush cutting and getting equipment all cold weather ready.
- A cart will be purchased and brought to the collection site. Overall, the site has been very successful as constituents are getting use to flow of the new site.

**Driveway Permits**

- We received a driveway permit request from John and Brittany Heike 1815 Timber Path Menomonie. The proposed driveway was reviewed with the noted restriction of a 15-inch culvert needed 20 to 30 ft long.
- Ed made a motion to approve the permit. Kent 2<sup>nd</sup> Carried.

**ATV-UTV Ordinance Review**

- Eric Schultz the President of the ATV association was present. He asked the Board to consider changing the current ATV/UTV Ordinance to 24 hours, 7 days a week and 365 days a year.
- Frank asked if the Towns Association would consider to re vote on the issue. He plans to contact them and see. Town of Menomonie would like to be consistent with what the majority of other 22 townships in the county are doing. We feel it would be difficult for drivers to know all of the town lines and different set of rules within them.
- Ed made a motion to be in favor of 24/7/365, should the majority agree the Town of Menomonie will amend their ordinance. Kent 2<sup>nd</sup> Carried

### **Furnace in the Shop**

- Last month it was thought that we would need to replace the shop furnace. We received a quote from Halverson's for \$3200.00 However, it was serviced and has been working fine since the tune up. We will continue to keep an eye on it and plan to replace some controls.

### **Loader Warranty Extension**

- Ed made a motion to approve the \$2090.00 warranty extension on our Loader. Kent 2<sup>nd</sup> Carried

### **Loader Payment**

- Ed made a motion to pay off the loan for the Loader of \$45584.48 Kent 2<sup>nd</sup> Carried

### **Employee Injury**

- Patrolman Cody was fixing the brush chipper on 1/18/2021 and he cut his left middle finger. He reported to Mayo Urgent Care and got stitches and a tetanus shot. The stitches were removed on 2/1/21 and he's recovered fine. The incident was reported to our Work Comp Insurance and Frank submitted the statement of injury.

### **Plan Commission Annual Report**

- Kent shared the Town of Menomonie Plan Commission 2020 Report
- He thanked our Commission members: Lisa Pelter, Marty Ondrus, Mike Kneer, Scott Barnhart, Tom Harris and Lamont Steinmeyer. And Charisse Sutliff for taking notes.
- In a recap of the year, they had three requests for CSM reviews, all three were recommended to the Board for approval and all were approved. This compares to six reviews in 2019, ten in 2018, five in 2017, seven in 2016 and one in 2015.
- The Plan Commission will continue to take on requests and use the decision-making criteria and comprehensive plan as guides for all recommendation decisions.

### **Update Drop off site/additional employee**

- Ed made a motion to approve the hiring of Clair Kistner, our second collection site attendant, at \$14/hour. Kent 2<sup>nd</sup> Carried.
- The Patrolmen have been helping as needed at the site. To date we have spent \$2206.00 in employee wages. With the addition of a second employee this should come to an end.
- Our January invoice from Menomonie Disposal was \$5530.00. Which is on track for what was budgeted thus far.

- Frank shared the cost for January of town employees filling in at the site, these will be figured in the costs of operating the site.

### **Clerk Job Description Contract**

- A job description of clerk duties were reviewed along with an employment contract for the appointment of Charisse Sutliff as clerk for a three year term starting April 1, 2021 through March 31<sup>st</sup> 2024. All terms of appointment were set forth under Wisconsin Statute 60.33 (11), 60.30 (1e) and 60.305
- The salary offered to the employee is \$16,000/year.
- The contract will be reviewed and signed at our March meeting after the board reviews the contract.

### **Miscellaneous**

- Garbage/littering was picked up on 377<sup>th</sup> Street. Going through the garbage a Steven Ohland was identified on E10011 County Road M, Elk Mound, WI 54739.
- The DNR has issued a ticket
- The Township will send an invoice as well for wages spent in investigation and disposal of trash.

### **Board Reports**

- Charisse shared the preparations made for the Feb. 16<sup>th</sup> Partisan Primary Election. Poll workers were confirmed and 174 absentee ballots had been issued.
- Nancy confirmed all taxes had been completed. She was now working on sending out letters to those that did not pay for the solid waste fee. If it is not received it will be added to the owner's property tax bill next year.
- Frank was looking into a building structure and driveway on 419<sup>th</sup> Street that did not have a permit issued. Zoning has been notified and a letter was sent by Frank to the property owner on building permit and driveway permit violation.

### **Vouchers**

- Vouchers were reviewed. Ed made a motion to approve the vouchers #19851-19913 Kent 2<sup>nd</sup> Carried

### **Adjourn**

- Ed made a motion to adjourn at 8:30 pm Kent 2<sup>nd</sup> Carried

Charisse Sutliff, Clerk Town of Menomonie