**Town of Menomonie**

**Monthly Meeting**

**Tuesday, January 12, 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 Dec 8 were reviewed, with three correction noted: spelling of Abrigala, adjourn time added and Kent Jackson’s new email address (kntjcksn@gmail.com).
* Kent made motion to approve, Ed 2nd Carried

**Public**

* Chris Mayer was present to address the Township. She will be running for Circuit Court Judge in the Spring Election. She shared her background and work history. She is a lawyer in Menomonie and has spent the majority of her career focused on family law. She feels this will bring a new perspective to Dunn County as all of the current judges have come from the DA office. She has a unique understanding of family dynamics. She is running for Branch 2 and asked for her support in the April Election. She shared handouts and asked if anyone was interested in putting a yard sign up on their property.
* Larry Schlough was present to discuss a complaint that had been sent from the Amundson family on 620th Avenue. Two topics were addressed: 1) Crops are being planted in the right-of-way area. No crops are to be planted 33 feet from center line of the road. 2) Farm equipment, mainly during harvest time is not utilizing the driveways to gain access to the fields. They are driving up out of the ditches onto the road. Many times, this is on the top of a blind hill and causes safety concern. Frank advised Larry that if a driveway needed to be added he was to obtain a driveway permit and it would go through the proper approval process, but for now no vehicles are to access the fields by the ditch. Kent pulled up aerial views of the property on the computer and they discussed where proper driveways were and where they were not. Tracks were visible where no driveway exists and he was advised to let his employees know they could not continue to access the road at that point. Frank asked the clerk to compose a letter to send to Larry, Francis Eiseth and copy Amundsons.
* The second issue addressed in regards to the Amundson complaint was damage to five fence posts by the mowing of the ditches. Pictures were provided and Ed instructed Patrolman Jeff to purchase five fence posts and have them dropped off at the Amundson Farm.
* Ed made a motion to approve the above, Kent 2nd Carried.

**Employee/Chairman Report**

* Patrolman Cody and Jeff were present. They addressed the Board with the work that had been completed this last month: brush cutting, hauling compost to Turkey Hill building up the shoulder, chains were put on equipment for snow, tires replaced on the Kenworth, batteries replaced on the grader, tow hooks were welded on the Sterling, some plowing had been done (little snow so far), there was recall on the ABS brakes on the Kenworth-brought to shop, insulated the shed at the Collection Site.
* Frank had a folder of outstanding Building Permits from Weber Inspections. When work is completed, the property owner is to call Fred Weber and have the project inspected and then approved. We had one permit from last year that was still outstanding: Linda Schafhauser/Lindus Construction. Frank asked the clerk to contact Linda and find out if the project was completed or postponed and then to update Weber Inspections. There was only one outstanding permit from 2020, going forward we will address outstanding permits with Weber Inspections for the current year.

**Driveway Permits**

* Chad Cook on 430th Avenue received a Notice of Noncompliance from the DNR in regards to his driveway. Frank sent a letter cease further improvements until the following could be discussed via conference: 1) Culvert is not in alignment of the ditch 2) Forcing water upon adjacent property 3) Too much grade upon entering the town road. Chad was sent a copy of the ordinance and told he could be fined if not resolved.
* We received a driveway permit for Cedar Hills development for an Alex Linahon, E5272 710th Ave. Menomonie. Kent made a motion to approved the permit, Ed 2nd Carried.

**Operator License**

* None received

**Bridge Inspections**

* Frank received notification from the Department of Transportation that there has been a change on compliance and Bridge Inspections will only need to be conducted every two years not every year as in the past. This will pertain to the Bridge on Rudiger Road/390th Street. Kent made a motion to approve the biannual inspection and go with the recommendation. Ed 2nd Carried.

**ATV-UTV Update**

* John from the Sheriff’s Department had Frank send him a list of all ATV trails and the current ordinance. There is a Town Association Meeting on January 25th. We will put this item on the February agenda when more information is available.

**Drop Off/Solid Waste Site**

* The Board proofed the brochure from the printer that would be sent out with the Tax Bills. The brochure will educate the constituents on the collection process at the new site. It is single stream recycling and states what can and cannot be accepted.
* The Town will be hiring Brian Buerkle as the Site Attendant. He will be paid $15/hour, starting January 2nd. It was discussed that additional help would be required for at least the first month and then reevaluated. Kent can help out on Saturdays and Ed could help on Wednesdays. Kent made a motion to approve Brian Buerkle as the Site Attendant for the Town of Menomonie. Ed 2nd. Carried.

**Employee Raises and Insurance**

* Currently our Patrolmen make $20.52 per hour. The cost-of-living national increase was 1.42%. Frank presented an increase in approximately 2% bringing their hourly wage to an even $21.00/hour. The Health Insurance renewal effective February 1st has a yearly increase of 3.6%. The Township pays 100% of the Employee’s Health Insurance. Ed made a motion to approve the wage and insurance increase. Kent 2nd Carried.

**Line Item – Budget Adjustment**

* The township had a carryover of $75,363.63 from last year’s budget. This was mainly due to road construction that had been postponed and reimbursements via available grants. The funds will be added to the 2021 budget. The line items of Road Construction, Road and Machinery Maintenance and our Contingency fund will be adjusted. We know that we will need to purchase new election equipment that will cost approx. 8,000 which will be paid out of the contingency fund.

**Bill Paying Procedure-Update**

* Going forward on all bills paid, except for credit cards and other time sensitive invoices, will be not be paid until the 20th of the month. The checks can be printed, but will not be sent until the Board approves vouchers at the meeting on the 2nd Tuesday of the Month. This will help ensure the expenses can be reviewed and taken off the correct line item on the budget. It was also noted that due to state statue, all checks must have all three signatures: The Chairman, The Clerk and The Treasurer.

**Collection/Refuse Site Update**

* The new Garbage and Recycling site opened January 2nd with success. Drop off moved very smoothly and our township handled the change very well. Constituents had the appropriate stickers and we received good feedback on the procedure. We did run out of room in our dumpsters on the first Saturday and it was determined we would need to add one more trash, one more recycling dumpster, a separate one for cardboard only. Frank negotiated a price for the cardboard only dumpster for $202/month from Menomonie Disposal. Kent made a motion to approve the expense of the added dumpsters, Ed 2nd Carried.
* It was also determined that a 2nd site attendant would need to be hired on a permeate basis. Frank would be interviewing candidates on Friday if approved with a starting rate of $14/hour with part time hours Saturday and Wednesday. Kent made a motion to approve the hiring of a second attendant, Ed 2nd Carried.

**COVID-19 Expenses/Clerk Reimbursement**

* There were no additional expenses due to COVID this month. The Spring Election will possibly bring extra expenses but thus far there are not any new grants available for reimbursement.

**Miscellaneous**

* Lime rock company change. Matthews bought out Kramer. Cost of sand/salt mixture went up to $14.05/yard.

**Board Reports**

* The furnace in the shop was serviced and was determined it will need to be replaced this year. Frank will get quotes and bring them to the next meeting.
* A letter was sent to property owner Keck trying to recoup the cost of garbage found in the ditch last Fall.
* Ed will be attending a Solid Waste and Recycling meeting and share any updates at our next meeting. There are four interested parties in buying the transfer station: UW-Stout, Menomonie Disposal, PICK, and Durand Sanitation. A decision will be made possibly in June.
* Kent will be holding a Planning Commission meeting next month. He has received a request to rezone a property from a single residence to a duel (duplex).
* Clerk completed end of year taxes and W2s were sent. The preparation on the Spring Primary is underway.
* Nancy has had several calls in regards to taxes going up. She has directed them to call Kevin Irwin and welcomes them to attend the Open Book Board of Review.

**Vouchers**

* Vouchers were reviewed. Ed made a motion to approve the vouchers #19806-19854 Kent 2nd Carried

**Adjourn**

* Ed made a motion to adjourn at 8:59 pm Kent 2nd Carried

Charisse Sutliff, Clerk Town of Menomonie