

**Town of Menomonie**  
**Monthly Meeting**  
**Tuesday, January 10<sup>th</sup> 2023 6:00pm**

Frank called the Regular Board Meeting to order at 6:00pm.

All Members Present: Frank Bammert, Chairman; Scott Barnhart, Supervisor One; Kent Jackson, Supervisor Two; Charisse Sutliff, Clerk and Nancy Ponto, Treasurer.

**Minutes**

- Minutes from the Board Meeting on December 13th, 2022 were reviewed. Scott made a motion to approve the minutes, Kent 2<sup>nd</sup> Carried.

**Public**

- No Public Comment

**Employee – Chairman Report**

- Frank stated that the last two weeks we have only had one full time employee. He gave Jeff Sand a very appreciative Thank You for being able to keep up and stay organized. The Town was grateful for his services.
- Frank provided Jeff with copies of his time sheet notes and asked him to cover some highlights. Jeff said he has been busy doing a lot of plowing and repairs. The axel had broken on the big truck and was taken to Irvington Garage for repairs.
- He said we have gotten some help from Kraft with snow blowing, he has been removing snow drifts.
- He's replaced batteries.
- Had a problem with the Grader – bolts had come out. John Zach was able to redo the holes and get a lock tight fit.
- Jeff has been maintaining the Collection Site and removing a lot of snow.
- Frank stated that the salt/sand mix was getting low. We may have to be conservative but with the rain coming in that will be difficult to do. He did have a tandem of just salt brought in as well.
- He received two complaints: one on 410<sup>th</sup> Ave coming out on Y was not plowed. And the Trailer Court was forgotten. We responded and took care of it right away.
- Frank did mention that the snow blowing we had done cost us \$2500 and \$6600 with the blowing we required help with. When our 2<sup>nd</sup> full time employee starts we won't need to sub contract this additional work and it will help.
- Last, Frank had been asked if he had Rudiger Bridge Blue Prints for the Bridge Project. He estimates it will not be done until 2024.

**Badger Book Proposal**

- Andrew Mercil, Dunn County Clerk addressed the Board with a Badger Book Proposal.
- The Dunn County Clerk's office is proposing a joint payment for the purchase of Badger Books for the Town of Menomonie. Badger Books are an electronic poll book, approved by the Wisconsin Elections Commission since 2017, and it is anticipated that every polling location will be required to use Badger Books for all elections within the next few years. The Dunn County Clerk's office is offering to pay for half of all Badger Books purchases for polling locations in Dunn County.

- Andrew explained the time saving benefit of having the Poll Book information on a zip drive, he and his deputy would not have to manually key in the Town's Voters and Voting Number assigned. It would be uploaded from the saved disc.
- Frank asked if the data is transmitted via WiFi, and Andrew answered, No. Like our voting tabulator no information is transmitted. None of this equipment is hooked up to the internet. The disc would follow a chain of custody between him and the Town Clerk.
- Our size township should be recommended to have 4 Tablets. They are \$2180.48 each. The County would pay \$4360.96 and the Town would pay \$4360.96.
- Frank understood the need and wanted to take advantage of the County paying half. Frank made a motion to approve the \$4360.96. Kent 2<sup>nd</sup>. Carried.

### **Budget Update**

- Nancy had updated Budget information with the end of the year. Frank asked how much roll over was in checking and she stated \$80150.00
- Nancy also stated that she added a line to the budget to show collections from Solid Waste fees coming in from last year. She wanted this notated so the \$10,000 or so that is being collected with Taxes is shown in the Collection Site Budget for the year.
- Nancy said it is very time consuming, some Escrows pay Solid Waste, some do not, she has had to create refunds for those that pay it when their bank already did.

### **New Employee Hire**

- Matthew Finder was at the meeting and was introduced. He will be starting with the Town on Feb 1<sup>st</sup>. Frank had an employment agreement that stated he would start at \$22/hour and after a probationary period, on March 17<sup>th</sup> 2023 he would be brought to \$24/hour. He will receive all benefits and 6 days of vacation for the first year. His insurance will be 100% paid. He will receive \$1046.25 per quarter for retirement account set up with his choosing.

### **Sign 2023 Employment Contract**

- A 2023 Employment Contract was signed by Jeff and all members of the Board. His pay will be adjusted to \$24/hour effective January 1<sup>st</sup>. No other changes to his current contract were made.

### **Town Insurance Update**

- Frank and Charisse had worked with Rural Mutual and updated some information. Our Loader now shows it has been paid off and the lean was removed. We have liability insurance for 9 employees.
- Liability has been increased to 3 million. Equipment coverage went to 10,000 from 5,000. Updated Voting equipment, added 5,000 for collection site (shed).

### **Lawsuit Dismissal**

- Frank spoke with a Kathy McHugh, an agent in the office of Liddle, White and Carlson. It was in regards to a lawsuit now expiring after 3 years. It was in regards to a death in the Township where a man had fallen off of a tractor on a rough bridge. They had been putting snow mobile signage out.
- Liability for the Town of Menomonie in this case was dismissed.

### **Collection Site Update**

- Our Employee Clair had asked Frank if he could come in and start his shift 10 am instead of 11 am to help get dumpsters clean and ready. Frank approved the extra hour.
- Kent will be getting the yearly report completed for the site. The DNR grant will need to be applied to the end of April, he will have it organized and ready to go.

### **Junk Updates**

- Kent had his 5<sup>th</sup> visit with with N5922 410<sup>th</sup> Street. Things are snow covered, but there is less stuff. It hasn't gotten worse. The Board was satisfied.

### **Clerk Report**

- Declaration of Candidacy's and Signatures were dropped off at the County on Jan 4<sup>rd</sup> 2023 for the Spring Election.
- Absentee Ballots for the Feb 21<sup>st</sup> election have been started.
- Nancy and Charisse will be meeting Thursday to end the year, pay taxes and print W2s.
- Charisse will be working on the Mobile Home Tax and get that paid to the School District.

### **Board Reports**

- Frank stated that he has been working with Cedar Corp and it has been determined that a new well needs to be drilled at the old landfill. There are three wells, two have been maintained and one of the two needs to be redrilled. He got a quote for \$3949.00. Currently, Cedar Corp does ground water testing every 6 months and that is something we are required to maintain indefinitely. Kent made a motion to approve the expenditure of \$3949 to redrill a well. Scott 2<sup>nd</sup> Carried.
- Emergency Lights need to be put in the Shop with the loss of electricity so often, they need temporary lights. Kent made a motion to put emergency lights in the Shop, Frank 2<sup>nd</sup> Carried.
- Nancy said she has collected 1.6 million in taxes so far. She paid:  
\$658,312.01 to Dunn County  
\$675,174.66 to Menomonie School District and  
\$79,261.70 to CVTC  
We kept 170,000 through December.

### **Vouchers**

- Vouchers were reviewed for both the end of the year and the beginning of 2023.
- Kent made a motion to approve vouchers #21021--21054 ending 2022. Scott 2<sup>nd</sup> Carried.
- Kent made a second motion to approve vouchers #21055-21070, Scott 2<sup>nd</sup> Carried.

### **Next Meeting**

- Our next meeting will be on Tuesday February 14<sup>th</sup>, 2023 at 6pm.

### **Adjourn:**

- Kent made a motion to adjourn at 7:29 pm Scott 2<sup>nd</sup> Carried.

Charisse Sutliff, Clerk Town of Menomonie

