

**TOWN OF BLACK BROOK
BOARD OF SUPERVISORS
DECEMBER 16, 2021
MEETING MINUTES**

The meeting was called to order at 8:00 p.m. by Chairman Erik Henningsgard. Supervisor I George Fowler, Supervisor II Dale Wood, Clerk Sally Pickard and Treasurer Cindy Nelson were also present.

The reading of the meeting notice, pursuant to Wisconsin Stats. 19.83 was made.

Agenda: A motion by Supervisor Fowler, seconded by Supervisor Wood, to approve the agenda. Motion passed unanimously—3 yes.

Minutes: A motion by Supervisor Fowler seconded by Supervisor Wood to approve the November 18, 2021, minutes. Motion passed unanimously – 3 yes

Vouchers: A motion by Supervisor Fowler, seconded by Supervisor Wood to approve the vouchers and pay the bills. Motion passed unanimously – 3 yes.

CLERK'S REPORT:

Wrapped up the tax reports for the county and the state. I'm guessing you have all received your bills in the mail.

We continue to receive small restitution payments from the person charged with theft a few years back.

TREASURER'S REPORT:

Beginning bank balance was \$260,831.22, with deposits of \$37,339.75 with \$21.29 in interest. Checks written were \$78,915.94 as well as \$2,274.41 electronically transferred for State and Federal withholding, leaving a balance as of November 30, 2021, of \$216,980.62. Savings earned .01 interest for a balance of \$32.67. Achieve Money Market earned interest of \$17.09 for a balance of \$41,612.55; MM for ARPA funds earned interest of \$25.56 for a balance of \$69,141.70. Total of all accounts on November 30, 2021, is \$327,767.54.

There is 1 outstanding check for \$600.00.

Taxes are coming in quite well. Got things out early so that helps with getting them out to the residents.

Contacted security company – no monthly fee – you just purchase the equipment from them and keep the monitor in a heated building so would need to stay in the town hall. 4-megapixel camera and necessary equipment and installation from CWS would be \$1467.93. Most of the equipment has a 3yr warranty. System could handle up to 3 more cameras and could be downloaded to phones to observe. Will put this on the agenda for next month for approval.

SUPERVISOR'S REPORT:

George Fowler: Road report got sent in.

Dale Wood: Nothing

ROAD REPORT: First snow fall went well. Jim came in to help. Haven't needed him since, but it went OK. New truck worked well. Worried about 60th. Breaking up as the days go on.

CHIEF'S REPORT. Sent an e-mail to clerk. He's been in touch with the county about clean up on Hwy 46. The plan is to issue a citation for junk property. The junk vehicle on 55th – waiting to hear from owner. They did do a traffic study again and hopes to have a final report ready for January. Speed is down, but traffic is still between 800-1100 cars/day.

PLANNING COMMISSION: No meeting.

CHAIRMAN'S REPORT: Sat in on webinar regarding AARP funds. We should look at doing the lost revenue calculator. Use the Form CT to calculate this. If we have that, we can use those funds for anything. There is also a report due in April whether we spend any money or not. There is a form that we will be available. Also had a complaint on a nuisance dog, and when he followed up, the comment was made that the person who owns the animal should be responsible for payment of the animal control fees. It seems like this has been brought up before. Will put this on the agenda to look at the animal control ordinance.

PUBLIC COMMENTS: Christopher Simones – lives in Alden Township and introducing himself as he is running for Supervisor 14 which is an open district due to re-districting. He did bring nomination papers if anyone would like to support him.

OLD BUSINESS:

Review Chapter 14 Subdivision & Planning Ordinance #2021 - We are still waiting for this and in talking with other people, it sounds like we are not alone. **Motion by Chairman Henningsgard, seconded by Supervisor Wood, to table as we don't have anything updated on Chapter 14, Motion passed unanimously. 3 yes.**

Review, discuss and approve road agreements with local Towns: Atty Erdman addressed this as she didn't have a current map so now should be able to get this taken care of rather quickly. She will put these together before the next meeting. **A motion by Chairman Henningsgard, seconded by Supervisor Fowler to table road agreement to January. Motion passed unanimously. 3 yes.**

Review and approve bids for a new duct work and air conditioner unit for the Town hall. Cost will be about the same for new air conditioner and duct work as it would be for new furnace and duct work. We only received one bid from Royal Flush. Price seems reasonable. **A motion by Supervisor Fowler seconded by Chairman Henningsgard to approve the bid for air conditioner and duct work present by Royal Flush. voice vote. Wood – Aye; Fowler – Aye Henningsgard – Aye. Motion passed unanimously.**

Kenny Meyer - Secluded Land Co. -Review development proposal for Brian Johnston for referral to Plan Commission which he presented last month. Atty Heckman checked on county ordinances as well. There were some questions as to who was providing services to these parcels that will need to be corrected. They added language in there about the right to farm law indicating there will be the normal dust, smell, etc. associated with farming. There will be 8 lots of approximately 10 acres in size, rather than 16 – hoping to be good neighbors. Trying to get in touch with Jason as to whether it could be done by CSM or if needs to be platted. They have done some soil samples – heavy soil so larger lots will work better. They have located the wetlands, but they are not currently shown on the map presented.

Chairman explained process of what needs to happen next. It will go to the Town Plan Commission for Review and either recommendation to approve or deny or what may need to be done for approval and reminded the board that we have worked on our Comprehensive Plan for the past 2 years and people can develop their property. If we want to change the minimum lot size, we can do that. **A motion by Supervisor Fowler, seconded by Chairman Henningsgard to send plan to the Plan Commission.**

Update on Engineering Services for 60th Ave. After the last meeting we determined that the cycle we wanted to hit it through the county and we just missed that deadline. Well, now we just got a message that they have extended the time to get a proposal in to January 15th. We need to establish a dollar amount that we will put toward getting this proposal together if we want to proceed. **A motion by Supervisor Wood, seconded by Supervisor Fowler to approve up to Five Thousand Dollars for engineering fees for 60th Ave., Motion passed unanimously 3 yes.**

NEW BUSINESS:

Discussion/decision regarding Anna Melberg opening a kennel service at her residence

located at 376 95th Street. Her family had run Black Brook Kennels for many years, however, with Covid, things were slow, so they closed the kennels, however, they have had several phone calls asking about re-opening. So, they are looking at doing this on a smaller scale. Hoping to get started as soon as the board approves it. There is a need for it to be re-zoned to commercial to do this, which could cause some different issues. They will check with the county and see if they could maybe change the zoning with limits or restrictions.

Discussion/Decision regarding purchasing ICX machine for elections in 2022. Currently, the only machine we have is the ICE machine, where you fill out the paper ballot and feed it through the machine. There is an additional cost to these due to the additional postage for the heavier ballot and we have to pay postage both ways by statute. The ICX is similar to what we had with the Edge machine. The ICX machine cost is about \$4,000 which is cheaper than the ICE machine, however, the county has agreed to pay for the programming of the ICE machine so we would have to pay for the programming of any other machines we use. Our old machines are no longer usable and have been returned to Command Central for recycling. We will hold off for now and see how things go and so we will take no action.

Approval of 2022-2023 Election Workers: Election workers are appointed for a 2 yr term on even numbered years. Every two years political parties can submit lists for elections workers to be appointed. The following were presented for approval for the 2022-2023 election cycle: From the Republican Party: Glen Clausen, Larry Kugler, Sue Kugler and Julicca Vierkandt; Unaffiliated Chris Wood, Irene Stindle, Janet Arcand, Martha Heiden, Tammy Vukonich, Kathy Gehrman, Diane Blanchard, Harry Standaert and Jason Wood.

Appointment of Plan Commission Members: We have a few members whose terms have expired so we need to fill those positions. **A motion by Chairman Henningsgard, seconded by Supervisor Fowler to appoint Ben Stronach and Glen Clausen to the Plan Commission for a three-year term. Motion passes unanimously 3 yes.**

Discussion/decision to move excess monies from 2021 budget, if any remain. If we get to the end of the month and all of the bills are paid, we should do something. Comment made about some of the recent crack seal done has lifted up. Ryan felt it was because the roadbed wasn't frozen completely. Question about needing salt-sand and the ramp, but maybe the balance can be used from ARPA funds. Also the duct work, hate to pay before it's done so he has incentive to come – this was going to be paid

from ARPA funds. Mention about land for a salt/sand pit, - will put that on agenda for next month. Also need to look at sewer. Road work can also be pre-paid for like chip seal. If we don't spend it, we need to move it. There will also be the \$5,000 for the engineering fees, but that won't be this year. **A motion by Chairman Henningsgard, seconded by Supervisor Fowler to move excess money from General Government and Public Safety to Public Works and the remaining total balance go to 2022 road maintenance. Roll Call Vote Wood – Aye; Fowler- Aye; Henningsgard -Aye. Motion passed unanimously, 3 yes.**

Go into closed session pursuant to Wis Stats. 19.85 to discuss town employee position. Wood – Aye; Fowler – Aye; Henningsgard – Aye; Go into closed session at 9:15 p.m..

Reconvene into Open Session pursuant to Wisconsin Stats. 19.85(2) at 9:40 p.m. Wood – Aye; Fowler – Aye; Henningsgard – Aye; Discussion in closed session was to proceed with hiring a new road maintenance employee.


A motion by Supervisor Fowler, Seconded by Supervisor Wood to adjourn to January 20, 2022, meeting

Meeting adjourned 9:40 p.m.

Respectfully submitted:



Erik Henningsgard, Chairman



Sally Pickard, Clerk