

**TOWN OF BLACK BROOK  
BOARD OF SUPERVISORS  
MARCH 24, 2022  
MEETING MINUTES**

The meeting was called to order at 7:00 p.m. by Chairman Erik Henningsgard. Supervisor I George Fowler, Supervisor II Dale Wood, Clerk Sally Pickard and Treasurer Cindy Nelson were also present. There were several residents present for the meeting as well.

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 Wood seconded by Supervisor Fowler to approve the February 17, 2022 minutes and the Special Meeting on March 3, 2022. Motion passed unanimously—3 yes**

**Vouchers: A motion by Supervisor Fowler, seconded by Supervisor Wood to approve the vouchers and pay the bill with the added check. Motion passed unanimously – 3 yes.**

**CLERK'S REPORT:**

Gearing up for the upcoming Election on April 5<sup>th</sup> We will have 4 different ballots due to one family living in Supervisor District 14 and yet property states it is in the Clear Lake School District. Did preliminary set up on Tuesday and with 4 different ballots styles, they are color coded so that helps and the machine reads them all.

Working on annual financial report for annual meeting which will be held next month.

**TREASURER'S REPORT:**

Beginning bank balance was \$868,215.72, with deposits of \$296,216.12 with \$37.09 in interest. Checks written were \$857,798.04 as well as \$1899.68 electronically transferred for State and Federal withholding, leaving a balance as of February 28, 2022, of \$304,734.12. Savings earned .00 interest for a balance of \$32.68. Achieve Money Market #13 earned interest of \$ 18.92 for a balance of \$61,678.57; Money Market #03 for ARPA funds earned interest of \$18.58 for a balance of \$69,207.27. Total of all accounts on February 28, 2022, is \$435,652.64.

There is 8 outstanding checks for \$8,388.13.

**SUPERVISOR'S REPORT:**

**George Fowler:** Nothing

**Dale Wood:** Nothing

**ROAD REPORT:** Frost coming out of the ground. Ryan was doing road work on 60<sup>th</sup> and ended up needing police assist for traffic control so thanked Chief Strobusch for assisting with this.

**CHIEF'S REPORT.** Continuing to do enforcement on 95<sup>th</sup> and 35<sup>th</sup> and helped with traffic control on 60<sup>th</sup> so Ryan could get some work done. Will look at doing traffic studies again on both 60<sup>th</sup> and 95<sup>th</sup> now with warmer weather to get a little more information.

Clerk commented on fine for property owner on Hwy 46. Chief indicated they were working on a cleanup order. They got a default judgment from the Court and working with the Attorney on drafting an Order to clean -up. Waiting until the weather is warmer to draft that Order and get it signed. The plan is to have him personally served. Will be nice to get this cleaned up.

**PLANNING COMMISSION:** Met to review CSM which will be addressed later.

**CHAIRMAN'S REPORT:**

Cameras have been installed – has recording capability for 2 weeks and they will come and walk us through how to download it.

The tree that was down by the dam has been taken down. There are still some branches that need to be picked up and Ryan will take care of that.

**PUBLIC COMMENTS:** None

**OLD BUSINESS:**

**Review Chapter 14 Subdivision & Planning Ordinance #2021 -** We received new material, but we are still waiting for this despite having asked about it 3 different times in the past week. **Motion by Chairman Henningsgard, seconded by Supervisor Fowler, 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 Edrman spoke with Ryan after the last meeting, and they tweaked the proposed agreement that deals with roads we share with neighboring Towns of Lincoln, Village of Clear Lake, Town of Clear Lake, Town of Cylon and City of Amery so we have something in writing. We did one with the Town of Alden a couple of years ago. Each agreement has a color-coded map attached. The purpose of these agreements is to have it in writing who is responsible for what part of shared roads so if boards change, it is in the records. There is nothing different than what we have been doing. If approved, we will send them on to the individual towns for the review and comment or approval. **A motion by Chairman Henningsgard, seconded by Supervisor Fowler to approve the road agreements with the Town of Lincoln, the Town of Clear Lake, Town of Cylon and the Village of Clear Lake. Motion passes unanimously. 3 yes.** We will address the agreement with Amery at a later date as this is a bit more complicated than the others.

**NEW BUSINESS:**

**Discussion/decision regarding proposed CSM by Ed Fl anum of Northland Surveying on the Bauermeister property.** This was presented at the Plan Commission. It is a 3 lot CSM to split off the house from the shop for the business and then make another lot which is currently just a field. Plan Commission suggests that because they share a driveway that they get a driveway agreement in place in case they would ever move or sell. **A motion by Chairman Henningsgard seconded by Supervisor Fowler to approve CSM contingent on Bauermeisters getting a driveway access and maintenance agreement put together and to the board. Motion passed unanimously. 3 yes.**

**Update/decision on furnace situation:** Just an FYI. The furnace went out again. Second time it has

happened. First it was an electrical panel, this time it was a switch for \$180.00. He said the furnace is about 10 yrs. old but looks in good shape and it is a good quality furnace. Will look at getting the duct work done for the to make things warmer and more efficient. Will bring this back up next month.

**Discussion/decision regarding amending animal control ordinance to include billing residents for calls.** There was discussion as to what is allowed in the current animal ordinance. The Animal Control officer may be called out for a nuisance issue and the animal not impounded, but there is still a charge that we pay so we want to be able to pass that on to the owner of the animal. **A motion by Chairman Henningsgard, seconded by Supervisor Fowler to amend Ordinance 4-07 to include passing along the charges the Town incurs from the Animal Control Officer plus any ticket issued for violating the ordinance plus charging \$50 administration fee for each incident. Motion passed unanimously. 3 yes.**

**Discussion/decision regarding using some of our ARPA funds to bolster our United Fund Payments as donations were down.** Question raised as to how much we are down and what does the United Fund do. Residents can donate separately to this fund and then what is collected is distributed between several funds here in Polk County. **A motion by Supervisor Fowler, seconded by Supervisor Wood to donate \$200 of ARPA funds to United Fund. Motion passed unanimously. 3 yes.**

**Discussion regarding web site information.** Resident Ben Strobach has worked Chairman Henningsgard on updating the website and they actually met with three (3) different web sites provided. Chairman thanked him very much for his time and assistance with this as this is his daytime job. Gov. Office costs \$1295 for three (3) years and Civic Plus for \$2750 for 5 years. Civic Plus has more options and engagement, but costs substantially more and takes more time to keep up to date. There are also options to make payments online which is the way things are moving. . These extended contracts do lock in the price for that period of time. Our current Web host just sent us a bill today to update the site and make a conversion to a new server by April 15th. Clerk told her to hold off as the board was talking about what direction we are going

We should seriously look at a .gov domain because it is much more secure site. There is a cost of \$400/yr, which there is grant money available for the first year. This is something that is in the work so makes the most sense to make the change with the new website.

You can also have individual e-mails with the .gov at a cost is \$60/yr. per email address. This will be good to get rid of personal e-mails. **A motion by Chairman Henningsgard seconded by Supervisor Fowler to move forward with Gov. Office at a cost of \$1295/yr. with a three-year contract. Motion passed unanimously 3 yes.** There was a question to see if it could be reduced and this is already a reduced price.

**A motion by Chairman Henningsgard, seconded by Supervisor Wood to go with a .gov domain at a cost of \$400/yr. Motion passed unanimously 3 yes.**

**A motion by Chairman Henningsgard, seconded by Supervisor Fowler to purchase individual e-mail addresses at a rate of \$60/yr/email person with up to 6 e-mail addresses along with hosting costs would be about \$1000. General e-mails are at no costs. Motion passed unanimously 3 yes.** Ben and Chairman Henningsgard will work on getting things up and running. This would be considered general operating expenses so can use ARPA funds to get this up and running this year.

**Discussion/decision regarding April meeting date – Annual meeting is April 19<sup>th</sup>.** **A motion by Chairman Henningsgard seconded by Supervisor Wood to set the time for the Annual Meeting,**

**which will take place on April 19<sup>th</sup> to start at 7:30 p.m. with the regular monthly board meeting to start at 8:00 pm. Motion passed unanimously 3 yes.**

**Discuss BIL grant funding** Basically there is more money coming for roads. There is one deadline in April and another in June so we should get a list of any roads that may need to be upgraded in the next five (5) years so we have that.

**Set date for Road Review** Road review will be held on Thursday, April 28<sup>th</sup> at 8:00 a.m. Clerk will post the notice.

**Set date for BOR training.** Dale is going to attend the meeting in Cumberland on April 8<sup>th</sup>, will get BOR training at that time.

**Establish a committee/work group to review subdivision ordinance.** Ben Strobach has volunteered to chair this committee and will get some people and things together to discuss what we want in the subdivision ordinance before gathering public input.

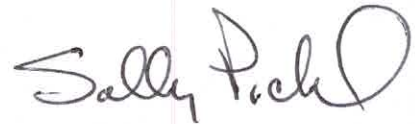
**A motion by Supervisor Fowler, seconded by Supervisor Wood to adjourn.**

**Meeting adjourned 8:46 p.m.**

Respectfully submitted:



Erik Henningsgard, Chairman



Sally Pickard, Clerk