

**TOWN OF BLACK BROOK  
BOARD OF SUPERVISORS MEETING  
JUNE 15, 2023**

The meeting was called to order at 7:02 pm by Chairman, Erik Henningsgard. Supervisor I, Jake Macholl; Supervisor II, Matt Belle Isle; Treasurer, Carrie Blanchard and Clerk, Janel Belle Isle were also present.

There were 12 residents in attendance.

The meeting began by reciting the Pledge of Allegiance.

Reading of the meeting notices, pursuant to Wisconsin Stats.19.83 was made by the Chairman.

**AGENDA:**

**Chairman Henningsgard entertained a motion to approve the agenda with an adjustment to move New Business #4 to the top of agenda to accommodate road bid guys that are here, so moved. Motion by Supervisor Macholl, seconded by Supervisor Belle Isle to approve the agenda, motion carries, 3 yes.**

**MINUTES: A motion by Supervisor Belle Isle, seconded by Supervisor Macholl to approve the May 18, 2023 minutes. Motion carries, 3 yes**

**A motion by Supervisor Belle Isle, seconded by Supervisor Macholl to approve the May 31, 2023 minutes. Motion carries, 3 yes**

**VOUCHERS & BILLS:**

**A motion by Supervisor Macholl, seconded by Supervisor Belle Isle to approve the vouchers and pay the bills. Motion carries, 3 yes.**

**CLERK'S REPORT:**

Received the new laptop, working on moving & saving files from used laptop and flash drives.

Worked through liquor license and server applications, performed background checks, etc.

Still updating mailing & email address and contact information with vendors.

Set up new tax exempt account with Johnson Tractor in Baldwin.

Jay Monson who lives on 95<sup>th</sup>, told me he is impressed with Aaron's prompt attention to calls, and good job on the roads.

Signed up for a few upcoming webinars with Dept. of Revenue educational pieces that they offer to clerks and treasurers.

I will start calling for LP prices for the upcoming heating season next week.

**TREASURER'S REPORT:**

The beginning checking account balance was \$340,367.40, with deposits of \$2485.39 which included \$27.79 in interest. Checks written were \$34,707.60 and \$1544.90 was electronically transferred for State & Fed Withholding leaving a balance as of May 31, of \$306,600.29. Savings earned .01 interest for a balance of \$32.80. Achieve Money Market #13 earned interest of

\$100.79 for a balance of \$62,557.19; Money Market #03 for ARPA funds earned interest of \$178.03 for a balance of \$110,503.44. Total of all accounts on May 31, 2023, is \$479,693.72.

Currently 13 outstanding checks totaling \$10,614.59.

**SUPERVISORS' REPORTS:**

**Belle Isle:** Surveys back from dumpster-all want it to stay even if the prices increase. Air conditioner is in window. Well works-new motor installed.

**Macholl:** Comments from residents that ditches look nice wide mowed.

**ROAD REPORT:** Aaron not present. Henningsgard stated Aaron has been very busy mowing and spray patching.

**CHIEF'S REPORT:** None

**ANIMAL CONTROL REPORT:**

No complaints. One call about a missing dog. Peacocks running loose in area, owners are trying to catch them, or find someone who can.

**TOWN PLANNING COMMISSION REPORT:** No meeting, no report.

**CHAIRMAN'S REPORT:**

Talked to Buhr about turnaround on 60<sup>th</sup> Street, he is open to the idea of making it a permanent right of way.

Got final inspection on ramp passed.

Bridge on 50<sup>th</sup> - Met with DOT and Polk Co. We will get funding for replacement of it. 100% of cost of construction will be covered. Possibly 100% of cost of design will be covered, but that might be an 80/20 split with the State and the remaining 20% would be split with Polk Co. so we could be responsible for 10% of it through the bridge aid program. Going out for engineering company qualifications, then through a selection process that the board will be involved in, probably next meeting.

Chief went to Boeville – they claim progress will be made.

**PUBLIC COMMENTS:**

Dennis Carson asked for budget back in April, said he didn't receive. Will follow up.

Resident wants to know why the grader doesn't grade gravel roads. Henningsgard confirmed that we do, but may have missed it. He will talk to Aaron.

Dale Wood asked if we can purchase more land for town hall use. It is on the agenda tonight.

**NEW BUSINESS #4: Discussion/decision regarding road bids for repair and maintenance:**

Luke from Farhner and Rick from Scott Construction are here with sealed bids. Estimated budget, possibly around \$150,000 this year. Discussion with Luke and Rick for explanation and clarification. Need to discuss and prioritize the roads first. **Motion by Supervisor Belle Isle, seconded by Supervisor Macholl to table until they review further. Motion passes, 3 yes.** A workshop meeting will be scheduled.

**OLD BUSINESS:**

**1. Review/discuss/approve electronic retention policy- Resolution 2023-01**

We received the signed copy of our Notification of General Records Schedule Adoption in the mail, signed by the Public Records Board and the WI Historical Society. **Motion by Chairman Henningsgard, seconded by Supervisor Macholl to pass Electronic Retention Policy - Resolution 2023-01. Roll call vote – Belle Isle, aye; Macholl, aye; Henningsgard, aye. Motion carries.**

**2. Review/discussion/decision regarding Public Records Retention Ordinance 2023-02**

We received the signed copy of our Notification of General Records Schedule Adoption in the mail, signed by the Public Records Board and the WI Historical Society. **Motion by Supervisor Macholl, seconded by Belle Isle to adopt Public Records Retention Ordinance 2023-02. Roll call vote - Belle Isle, aye; Macholl, aye; Henningsgard, aye. Motion carries.**

**NEW BUSINESS:**

**1. Discussion/Decisions regarding liquor licenses and operator's permits for Country Store, Amery Ale Works, Amery Gun Club, Sawmill Brewshed, and Northern Farmer.**

All applications passed all requirements for beer/liquor/wine licenses. All but two operator's permit applications passed all requirements, those two will soon have their class completion certificate to clerk, but will not be issued before then. Discussion on the new applicants and businesses. **Motion by Supervisor Belle Isle, seconded by Supervisor Macholl to blanket approve all license applications and operator's permits that have passed all requirements.**

**2. Discussion/decision regarding donation to Deer Park First Responders**

Discussion about the history of donating to the DP First Responders. **Motion by Chairman Henningsgard, seconded by Supervisor Belle Isle to donate \$300. Motion passes, 3 yes.**

**3. Discussion/decision regarding AEDC membership**

Discussion to donate \$250 again this year. **Motion by Chairman Henningsgard to continue, motion dies.** Not a lot of support. Discussion about what the AEDC does. Some comments from the residents. More discussion. **Another motion by Chairman Henningsgard to donate \$250, seconded by Supervisor Macholl. No further discussion, motion carries, 3 yes.**

**4. Discussion/decision regarding road bids for repair and maintenance: See Above.**

5. **Discussion/decision regarding 60<sup>th</sup> Ave. culvert replacement**  
Requirement by DNR to increase the size of culvert to get the wetland permitting completed. Got bids from Albrightson and Polk County. County was lower. **Motion by Chairman Henningsgard, seconded by Supervisor Macholl to approve Polk County's estimate and have them do the work. Motion carries, 3 yes.**
  
6. **Discussion/decision regarding Contract for Assessor – revaluation vs market adj.**  
Market adjustment will right the numbers to come in line with the rising value of residential parcels, not done since 2018. Revaluation will go to each house and revalue or price per parcel. Prochnow recommends market adjustment now. Contract cost for market adjustment is \$8800 vs \$12600 for revaluation. **Motion by Chairman Henningsgard, seconded by Supervisor Belle Isle to have Prochnow do the market adjustment. Motion carries, 3 yes.**
  
7. **Discussion/decision regarding ad hoc committee for future of town hall.** Dennis Carson, Glen Clausen and Dale Wood all present and willing to be part of the committee. Meetings must be posted. Members will gather information and ask others to be on committee. Much discussion amongst the residents. First order of business will be to find out if Blanchard's are willing to sell additional land to the Town. **Chairman Henningsgard made a motion to officially create a committee and appoint Dennis Carson, Glen Clausen, Dale Wood and Jamie Wood to the ad hoc committee for deciding the future of the town hall, seconded by Supervisor Belle Isle, motion carries. 3 yes.**

**A motion was made by Supervisor Macholl, seconded by Chairman Henningsgard to adjourn to the July meeting. Motion carries, 3 yes.**

**Meeting adjourned 8:45p.m.**

**Erik Henningsgard, Chairman**

**Janel Belle Isle, Clerk**