

**TOWN OF OSCEOLA  
BOARD OF SUPERVISORS  
SPECIAL TOWN BOARD MEETING  
DECEMBER 27, 2011  
MINUTES**

The Board of Supervisors of the Town of Osceola met for a Special Town Board Meeting Tuesday, December 27, 2011 6:00 p.m. at the Osceola Town Hall, Dresser, Wisconsin.

**Town Board Chairman, Doug Schmidt, CALLED THE MEETING TO ORDER at 6:00 p.m.**

The purpose of this Special meeting is to perform year-end duties, act on truck purchase, review personnel in closed session and adjust compensation.

**Notice of the Special Meeting was posted Friday December 16, 2011 at the Town Hall, the Dresser Post Office, Frandsen Bank & Trust and the website.**

**ROLL CALL:**

**PRESENT:** Doug Schmidt, Mike Wallis and Dan Burch

**ABSENT:**

**ALSO PRESENT:** Lorraine Rugroden Clerk/Treasurer and John Adam Public Works

**MOVED, SECONDED BY BURCH/WALLIS TO APPROVE THE DECEMBER 27, 2011 SPECIAL TOWN BOARD MEETING AGENDA. MOTION CARRIED UNANIMOUSLY.**

**Public Comment**

None

**Resolution 11-18 Approve 2012 Ambulance Contract With SCVEMS**

Chairman Schmidt met with Dave Dobosenski from St Croix Regional Medical Center, to negotiate a contract for ambulance service for the northern third of the Town with St Croix Valley Emergency Medical Service. The Town has agreed to pay \$8.50 per capita for advanced life support/paramedic service for one-third of the residents in the Town from 2012 - 2017. Osceola Area Ambulance Service will provide intermediate life support/volunteer service for the other two-thirds of the Town at a cost of \$8.50 per capita in 2012.

**MOVED AND SECONDED BY WALLIS/BURCH TO APPROVE AN AMBULANCE SERVICE CONTRACT WITH ST. CROIX VALLEY EMERGENCY MEDICAL SERVICES, INC. (SCVEMS) EFFECTIVE JANUARY 1, 2012 TO DECEMBER 31, 2017. MOTION CARRIED UNANIMOUSLY.**

**Resolution 11-21 To Adopt GASB 54 Fund Balance Policy**

The Government Accounting Standards Board has adopted a new accounting standard (GASB 54) regarding classifying of fund balances. LarsonAllen, the Town's auditors have notified the Town that we need to have a fund balance policy in place by December 31,

2011 in order to comply with the new requirements. The five new classifications that may be used are:

- Nonspendable
- Restricted
- Committed
- Assigned
- Unassigned

The Board discussed the new requirements before making the following motion.

**MOVED AND SECONDED BY BURCH/WALLIS TO ADOPT RESOLUTION 11-21 GASB 54 FUND BALANCE POLICY. MOTION CARRIED UNANIMOUSLY.**

**Resolution 11-22 Commitment of Fund Balances**

The Board delegated the authority necessary to assign fund balances to the Town Chairman with recommendation from the Town's auditors. Resolution 11-22 went on to designate the type of fund balance to be used for various funds that included committed, restricted, assigned, unassigned and nonspendable.

**MOVED AND SECONDED BY WALLIS/BURCH TO ADOPT RESOLUTION 11-22 DELEGATING AUTHORITY TO THE TOWN CHAIRMAN TO ASSIGN FUND BALANCES. MOTION CARRIED UNANIMOUSLY.**

**Resolution 11-23 To Carry Over 2011 Funds in 2012**

Funds budgeted for consulting fees to create a zoning ordinance were not used entirely in 2011, and a resolution has been written to carry over \$6,000 of unused funds from 2011 consulting fees to 2012 consulting fees.

**MOVED AND SECONDED BY WALLIS/BURCH TO ADOPT RESOLUTION 11-23 TO CARRY OVER 2011 CONSULTING FEE FUNDS INTO 2012. MOTION CARRIED UNANIMOUSLY.**

**Resolution 11-24 To Reallocate Contingency Funds Between Budget Categories**

There is \$3,900 remaining in the contingency fund that may be reallocated for year-end expenditures. Budget categories that are over at year-end are as follows:

Park Expense – Misc. & Other	\$225
Clerk/Treasurer Office Supplies	\$300
Animal Warden/Mileage & Expense	\$100
Public Works/Garage Expenses	\$800
Total	\$1,425

**MOVED AND SECONDED BY BURCH/WALLIS TO APPROVE RESOLUTION 11-24 TO REALLOCATE CONTINGENCY FUNDS BETWEEN BUDGET CATEGORIES. MOTION CARRIED UNANIMOUSLY.**

**Approve Changes to Plow Truck Purchase**

John Adam, Public Works Superintendent, said that he had considered adding a tank for salt brine to the new plow truck, but after looking into it he will not be recommending any changes to the 2013 International Chassis that was approved for purchase at the December 6, 2011 Town Board meeting. Chairman Schmidt will sign the contract.

**Replacement of Office Color Printer**

Chairman Schmidt is asked the Board for authority to approve the purchase of a new Town office color printer using 2011 budgeted capital office equipment money to pay for the printer if AMCI is unable to correct the problems that have plagued the printer since a new version of word was installed.

**MOVED AND SECONDED BY BURCH/WALLIS TO GIVE THE CHAIRMAN AUTHORITY TO AUTHORIZE PURCHASE A NEW PRINTER NOT TO EXCEED \$1000. MOTION CARRIED UNANIMOUSLY.**

**Approve Year End Invoices**

The Board will audit year-end invoices after the meeting and approve for payment.

**Closed Session**

**MOVED AND SECONDED BY WALLIS/BURCH TO MOVE TO CLOSED SESSION UNDER WIS.STAT. 19.85,(1)(c) FOR THE PURPOSE OF EMPLOYEE REVIEWS. SCHMIDT, YES; WALLIS, YES; BURCH, YES;**

**MOVED AND SECONDED BY BURCH/WALLIS TO RETURN TO OPEN SESSION. SCHMIDT, YES; WALLIS, YES; BURCH, YES;**

**The Town board of Supervisors returned to open session at 9:10 p.m.**

**Compensation Adjustments**

**MOVED AND SECONDED BY BURCH/WALLIS TO INCREASE JOHN ADAM'S WAGE BY 2 PERCENT FROM \$21.47/HR TO \$21.90/HR WITH REMAINDER OF BENEFITS TO REMAIN THE SAME, EFFECTIVE JANUARY 1, 2012. MOTION CARRIED UNANIMOUSLY.**

**MOVED AND SECONDED BY WALLIS/BURCH TO INCREASE THE CLERK/TREASURER SALARY 2 PERCENT TO \$33,113 ANNUALLY WITH ALL REMAINING BENEFITS TO REMAIN THE SAME, EFFECTIVE JANUARY 1, 2012. MOTION CARRIED UNANIMOUSLY.**

**MOVED AND SECONDED BY WALLIS/BURCH TO INCREASE THE PART TIME PUBLIC WORKS POSITION BY 2 PERCENT TO \$17.01/HR EFFECTIVE JANUARY 1, 2012. MOTION CARRIED UNANIMOUSLY.**

**MOVED AND SECONDED BY WALLIS/BURCH TO ADJOURN THE MEETING. MOTION CARRIED UNANIMOUSLY.**

Being no further business to come before the Board, the Meeting was adjourned at 9:22 p.m.

**APPROVED: 01/3/2012**

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Lorraine Rugroden Clerk/Treasurer