

**TOWN OF OSCEOLA
BOARD OF SUPERVISORS MEETING
Wednesday April 4, 2018**

MINUTES

The Board of Supervisors of the Town of Osceola met for a regular monthly meeting Wednesday April 4, 2018 at 7:00 p.m. at the Osceola Town Hall, Dresser, Wisconsin.

CHAIRMAN SCHMIDT CALLED THE MEETING TO ORDER AT 7:00 P.M.

Chairman Schmidt verified that the meeting agenda had been posted Tuesday March 26th at the Town Hall, the Dresser Post Office, First National Community Bank and the Town of Osceola Website. A complimentary meeting notice was also sent to The Sun for publication.

Chairman Schmidt led the PLEDGE OF ALLEGIANCE.

ROLL CALL:

PRESENT: Doug Schmidt, Mike Wallis and Dan Burch.

ABSENT:

ALSO PRESENT: Lorraine Rugroden – Clerk/Treasurer Josh Yunker, and Paul Baker

PRESENTATION OF BILLS: Check numbers 15910 through 16041 have been approved by Chairperson Schmidt and Supervisor Burch totaling \$24,209.32. Supervisor Wallis will audit bills after the meeting.

AGENDA:

MOVED AND SECONDED BY BRUCH/WALLIS TO APPROVE THE APRIL 4, 2018 TOWN BOARD MEETING AGENDA. MOTION CARRIED UNANIMOUSLY.

PUBLIC COMMENT:

None

MOVED AND SECONDED BY WALLIS/BURCH TO APPROVE THE MARCH 6, 2018 REGULAR TOWN BOARD MEETING MINUTES. MOTION CARRIED UNANIMOUSLY.

Mark Nelson Lot Division, Parcel Number 042-00974-0000 Located in the NW 1/4 of the SE ¼, Sec 11/T33N/R19W, Town of Osceola

Surveyors Carl Hetfeld and Josh Yunker have created a certified survey map for parcel number 042-00974-0000 that is located in the NW ¼ of the SE ¼, Sec 11/T33N/R19W. Nelson Family Properties LLC owns this 36.54 acre parcel and propose to lot off 4.77 acres on the north side of the property. Polk County highway has been contacted regard-

ing installing a driveway off of CTH S. The Plan Commission recommended the Town Board approve the lot division contingent upon Mark Nelson signing the request and acreage being updated. The board was assured that Mark Nelson has full control of the LLC. Josh Yunker answered questions the board had regarding the acreage calculation and the lot division was approved as submitted.

MOVED, SECONDED BY SCHMIDT/BURCH TO APPROVE THE NELSON LOT DIVISION AS SUBMITTED, LOCATED IN THE NW ¼ OF THE SE ¼ IN SECTION 11, T33N, R19W IN THE TOWN OF OSCEOLA. MOTION CARRIED UNANIMOUSLY.

Award Bid for Town Hall and Garage Roof Renovation

The town received four bids to reroof the town hall and garage. Bids were opened on March 21, 2018. The board discussed each bid in detail. One bidder included purlins in his bid. After much discussion the Chairman will contact the Town's Building Inspector, Ben Campbell to find out if he recommends purlins be included in the bid and if so how far apart should they be installed. He will also be asked if the building inspector recommends that the old shingles be removed. The board is willing to take their time and get it right. The Town Board took no action to award the bid but instead will meet on April 17th at 6:30 p.m. to decide whether to rebid the project or to award the bids after hearing from the building inspector.

Operator License Request

Nicole Johannsen has applied for an operator's license to work at Woodhill Bar & Grill. Nicole provided proof that she has a current operators license from the Village of Somerset and a successful background check has been completed.

MOVED, SECONDED BY BURCH/WALLIS TO APPROVE ISSUANCE OF OPERATOR LICENSES TO NICOLE JOHANNSEN FOR THE PERIOD OF APRIL 4, 2018 TO JUNE 30, 2018.

Ord. #18-01-01 Amending Chapter 10 Public Nuisance Ordinance

The board reviewed final changes to the Public Nuisance Ordinance and made a motion to send the amended Chapter 10 Public Nuisance Ordinance to a Public Hearing May 1, 2018 at 6:30 p.m.

MOVED, SECONDED BY BURCH/WALLIS TO SEND THE AMENDED CHAPTER 10 PUBLIC NUISANCE ORDINANCE TO A PUBLIC HEARING MAY 1, 2018 AT 6:30. MOTION CARRIED UNANIMOUSLY.

Ord. #18-02-02 Amending Chapter 8 Public Works Ordinance

The board discussed the Plan Commission's recommendation to remove the wording in section 8.02 that read "8.03 through 8.05 of" and approve the amended ordinance. The board decided to keep the wording in the ordinance and include definitions for Town and Town Board. The board made a motion to send the amended Chapter 8 Public Works Ordinance to a Public Hearing May 1, 2018.

MOVED, SECONDED BY BURCH/WALLIS TO KEEP THE WORDING IN SECTION 8.02, ADD DEFINITIONS FOR TOWN AND TOWN BOARD AND SEND THE AMENDED CHAP-

**TER 8 PUBLIC WORKS ORDINANCE TO A PUBLIC HEARING MAY 1, 2018 AT 6:30.
MOTION CARRIED UNANIMOUSLY.**

Ord. #18-03-03 Amending Chapter 18 Subdivision Ordinance

The board discussed final changes to Chapter 18 Subdivision Ordinance and will make some additional numbering changes. The Plan Commission recommended approval of the amended Chapter 18 Subdivision Ordinance and the board made a motion to send the Amended Chapter 18 Subdivision Ordinance to a Public Hearing May 1, 2018.

MOVED, SECONDED BY SCHMIDT/BURCH TO MOVE AMENDED CHAPTER 18 SUB-DIVISION ORDINANCE TO A PUBLIC HEARING MAY 1, 2018 AT 6:30. MOTION CARRIED UNANIMOUSLY.

Ord. #18-04-04 Snow & Debris Removal from Public Roads & Road Right of Ways Ordinance

The Plan Commission recommended approval of the Snow & Debris Removal from Public roads & Road Right of Ways Ordinance that includes the following charges to remove snow and debris:

Any person found to be in violation of this ordinance shall be given written notice by the Town and subject to the following penalties:

- 1) Penalties as prescribed in the Town Schedule of Fees and Penalties
- 2) If Town personnel and equipment are required to remove snow or other debris from the road surface, shoulder, or Town right of way, the responsible party and/or property owner will be charged at the following rate per hour or fraction thereof:
 - A) Truck and 1 person; \$50.00 per hour
 - B) Grader and 1 person; \$100.00 per hour
- 3) Charges for police, fire, or other required services at the invoiced amount.
- 4) Resulting cost, including actual and related expenses, for damages to equipment will be billed to the responsible party.

The board agreed to add the following penalties to the Schedule of Fees and Penalties:

First offence - written letter

Second offence - \$50.00

MOVED, SECONDED BY BURCH/WALLIS TO MOVE SNOW REMOVAL FROM PUBLIC ROADS AND ROAD RIGHT OF WAYS ORDINANCE TO A PUBLIC HEARING MAY 1, 2018 AT 6:30. MOTION CARRIED UNANIMOUSLY.

2018 Lawn Mowing Bids

A lawn mowing bid was received from Willey's Lawn & Outdoor Service to mow the lawns at Sand Lake, Dwight Lake and the Town Hall. The bid is the same amount as last year except for Sand Lake mowing that increased from \$75.00 to \$80.00.

MOVED, SECONDED BY SCHMIDT/WALLIS TO ACCEPT WILLEY'S LAWN & OUT-DOOR SERVICE BID TO MOW LAWNS AT SAND LAKE, DWIGHT LAKE AND THE TOWN HALL FOR 2018. MOTION CARRIED UNANIMOUSLY

Pleasant Prairie Cemetery Meeting Approval

Bill Robins, representing Pleasant Prairie Cemetery, has requested use of the Town Hall for their annual meeting on Wednesday, April 25, 2018. Bill Robins will be contacted and arrangements will be made to open and close the Town Hall.

MOVED, SECONDED BY TO BURCH/WALLIS TO ALLOW THE PLEASANT PRAIRIE CEMETERY BOARD TO USE THE TOWN HALL FOR THEIR ANNUAL MEETING ON APRIL 25, 2018.

2018 Road Work

Paul Baker provided a list and mapped out the roads he would like the board to consider fixing this year. He also had a list of other projects that need to be completed if he can get additional money. The town will be asking for bids for Oak Drive beginning a CTH M to 3,718 feet. This is a TRI-Town Road Improvement Project and the town will receive a grant of \$17,554.32 to help cover the cost of the project.

MOVED, SECONDED BY WALLIS/BURCH TO REQUEST BIDS FOR OAK DRIVE BEGINNING AT CTH M TO 3,718 FEET. MOTION CARRIED UNANIMOUSLY.

Capital Equipment

The Board reviewed and discussed the updated capital equipment list. The Peterbilt dump truck and plow will be removed from the capital equipment list after the Mack truck has been delivered later on this year.

Plan Commission Appointments

Chairman Schmidt nominated Amy Middleton as Citizen Member of the Plan Commission for another three year term, ending April 30, 2021.

Kim Hoverman was appointed as Citizen Member of the Plan Commission November 11, 2017 to finish Chris Shermach's three year term. Chairman Schmidt nominated Kim Hoverman for the next three year term ending April 30, 2021.

MOVED, SECONDED BY WALLIS/BURCH TO REAPPOINT AMY MIDDLETON AND KIM HOVERMAN AS CITIZEN MEMBERS TO THE PLAN COMMISSION FOR A THREE YEAR TERM BEGINNING MAY 1, 2018 AND ENDING APRIL 30, 2021.

Osceola Ambulance Board Appointments

Chairman Schmidt made the following nominations to the Osceola Area Ambulance Service Board.

- Dan Burch Board Member 1 Year May 1, 2018 – April 30, 2019
- Warren Johnson Citizen Member 1 Year May 1, 2018 – April 30, 2019

MOVED, SECONDED BY WALLIS/SCHMIDT TO REAPPOINT WARREN JOHNSON (CITIZEN MEMBER) AND DAN BURCH (TOWN BOARD MEMBER) TO THE AMBULANCE BOARD FOR A TERM OF ONE YEAR BEGINNING MAY 1, 2018 THROUGH APRIL 30, 2019.

PLAN COMMISSION REPORT:

- The Plan Commission meeting was moved to March 22, 2018 due to an election being held on the same night as the regularly scheduled meeting.

PUBLIC WORKS REPORT:

- Public Works has been plowing snow.
- The Railroad said it's looking like they will be installing the sign on 248th Street in September and it will look identical to the sign on 240th Street with LED lights.
- Poplar Lane is in need of major patching

CHAIRMAN'S REPORT:

- April 12, 2018 at 12:30 p.m. is tentatively scheduled for the road tour.
- Road weight restrictions were put in place March 12, 2018 until further notice.
- For those who have adopted a section of town road, now is a good time to pick up the ditches before the grass starts growing.

Supervisor Mike Wallis

- Next Fire Board meeting is April 19, 2018 at Wanderoos.

Supervisor Dan Burch

- The next Osceola Area Ambulance meeting is May 16, 2018.
- New ambulance graphics were approved today.
- The Ambulance Board has a new board member, Margaret Bader.

CLERK-TREASURER'S REPORT:

Clerk-Treasurer Lorraine Rugroden reported that as of March 31, 2018 bank account balances were \$4,471.66 in the Town's checking account and \$688,754.13 in the Regular Money Market Account and C/D's and \$1,017.53 in the tax deposit account, amounting to total Cash-on-hand of \$694,243.32.

NEXT MEETINGS

May 1, 2018 Town Board Meeting Agenda:

- Public Nuisances Ordinance
- Roof bids
- Snow Plow Ordinance
- Chapter 8 Public Works Ordinance
- Chapter 18 Subdivision Ordinance

ADJOURNMENT:

MOVED, SECONDED BY WALLIS/BURCH TO ADJOURN THE APRIL 4, 2018 TOWN BOARD MEETING. MOTION CARRIED UNANIMOUSLY.

Being no further business to come before the Board, the Meeting was adjourned at 9:08 p.m.

APPROVED: 5/1/2018

Lorraine Rugroden, Clerk/Treasurer