

**TOWN OF OSCEOLA  
BOARD OF SUPERVISORS MEETING  
Tuesday October 2, 2018**

**MINUTES**

The Board of Supervisors of the Town of Osceola met for a regular monthly meeting Tuesday October 2, 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 Monday, September 24<sup>th</sup> 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, Shiela Schumann, Heather Peel, Suzanne Lindgren and Paul Baker

**PRESENTATION OF BILLS:** Check numbers 16214 through 16243 have been approved by Chairperson Schmidt and Supervisor Burch totaling \$204,698.42. Supervisor Wallis will finish auditing the bills after the meeting.

**AGENDA:**

**MOVED AND SECONDED BY BURCH/WALLIS TO APPROVE THE OCTOBER 2, 2018 TOWN BOARD MEETING AGENDA. MOTION CARRIED UNANIMOUSLY.**

**PUBLIC COMMENT:**

None

**MOVED AND SECONDED BY BURCH/SCHMIDT TO APPROVE THE SEPTEMBER 4, 2018 REGULAR TOWN BOARD MEETING MINUTES AND THE SEPTEMBER 18, 2018 SPECIAL TOWN BOARD MEETING MINUTES. MOTION CARRIED UNANIMOUSLY.**

**Resolution 18-11 Amending Osceola Area Ambulance Service Contract**

The Osceola Area Ambulance Service has amended their contract to increase the per capita assessment from \$11.00/capita to \$12.00/capita for 2019 based on the most recent two-thirds of the population in the Town of Osceola.

Chairman Schmidt asked if the town could get a two or three year contract from the Ambulance Service instead of a one year contract. Supervisor Burch said he would present it to the ambulance board and said it has never been discussed.

**MOVED AND SECONDED BY WALLIS/SCHMIDT TO APPROVE RESOLUTION 18-11 AMENDING OSCEOLA AREA AMBULANCE SERVICE CONTRACT TO INCREASE THE PER CAPITA RATE FROM \$11.00 TO \$12.00 IN 2019. MOTION CARRIED UNANIMOUSLY.**

**Appoint New Town Attorney**

According to Cathy Munkittrick, the towns attorney, the Polk County Clerk of Court office wants to know who the town's prosecuting attorney is before the town writes any citations. Chairman Schmidt talked with Tim Laux and he recommended attorney, Moria Ludvigson. Chairman Schmidt has received a proposal from her for only prosecututing services as she is not a municipal attorney.

Billing rate for services is:

\$150.00 per hour – All work performed by Moria Ludvigson, including but not limited to conferences, telephone calls, dictation and draft correspondences, trial preparation, travel, pre-trials, court appearance, etc.

\$100.00 per hour – All work performed by legal assistant, including but not limited to draft correspondences, telephone calls, scheduling, etc.

**MOVED AND SECONDED WALLIS/BURCH TO APPROVE MORIA LUDVIGSON AS THE PROSECUTING ATTORNEY FOR THE TOWN OF OSCEOLA. MOTION CARRIED UNANIMOUSLY.**

**Public Nuisance Properties**

Supervisor Wallis reported that he talked to the gentleman that lives at 982 South View Lane after the board was notified by a neighbor that the property needed to be cleaned up. The man was not happy with the situation and maintained that it was a private road. The board said they were satisfied with the clean-up effort that was made and agreed to take no action.

Shiela Shumann, claiming to be the owner of 998 South View Lane, did not agree that storing a large number of pallets on her property qualified as a public nuisance. She said she felt harassed and claimed the temporary structure was to house lumber to build a pole building next year. She said she has been getting rid of the pallets and feels it's ridiculous to be taken to court.

Chairman Schmidt said the board came to their conclusion based on the "sheer volume" of pallets and that his recommendation was do whatever she could to get 99% of the pallets cleaned up. "It's going to take us about a week to get an attorney to look at this and then proceed. We don't want to fine our tax payers." The prosecuting attorney will be given information on those properties that remain noncompliant.

### **Operator License Request**

Alyssa Schrock has applied for an operator's license to work at Krooked Kreek Golf Course. A beverage server certificate has been provided and a successful background check has been completed.

**MOVED AND SECONDED BY BURCH/WALLIS TO APPROVE ISSUANCE OF AN OPERATOR LICENSE TO ALYSSA SCHROCK FOR THE PERIOD OF OCTOBER 2, 2018 TO JUNE 30, 2019. MOTION CARRIED UNANIMOUSLY.**

### **2018 Road Work**

Monarch recommends that the town wait until spring to pulverize 68<sup>th</sup> Avenue instead of removing the asphalt this fall. It will prevent the road from deteriorating in the spring when the road thaws. Supervisor Burch is fine with waiting until spring as long as the project doesn't change and it can be done at the same price as was bid this year. Paul will talk to Monarch to see if they need a down payment to honor the current bid. Steve Mueller from J & S recommends adding 3-4 inches of gravel to the base of the road on 68<sup>th</sup> Avenue instead of 6 inches as was previously discussed.

The board discussed changing the Subdivision and Public Works ordinances to include approval of culverts that are galvanized and culverts that are made from PVC. It was noted that PVC culverts have a longer shelf life and are not as costly.

Paul Baker, Public Works Supervisor, reported that once center line striping is completed, all road projects will be done for 2018.

Chairman Schmidt appointed Supervisor Burch to be the lead man for 68<sup>th</sup> Avenue and to make contact with the business at the end of that road (Warren Johnson Farm) to ask if he would be willing to help pay for the additional cost the town will incur to add an additional half inch of asphalt to 68<sup>th</sup> Avenue due to the heavy trucks and farm equipment that are used in his farming operation and travel the road daily. It was noted that Waste Management contributed \$9,412 toward the extra half inch of asphalt needed on Oak Drive due to the large garbage trucks that travel the road daily.

### **Humane Officer Duties**

The board discussed how much time and effort the humane officer should be putting into animal complaint calls. This was after the humane officer billed the town for one incident that included 6.5 billable hours and 111 miles. Chairman Schmidt said that Darel Hall does a really good job but it ends up costing the town a large amount. The board agreed that Darel should call the Chairman and inform him what is going on before getting more involved than normal. The board will check the Chapter 9 Animal Ordinance to see if they are able to bill back for incurred expenses.

### **Exterior Pest Control For The Town Hall**

The exterminator that was spraying the building for box elder bugs has since retired and Chairman Schmidt said he knows someone who would be willing to treat the building for \$135. He said he knows it to be a very good price. The Board agreed to have Chairman Schmidt contact the exterminator to treat the building at a cost of \$135.

**Resolution 18-12 to Reallocate Funds Between Budget Categories**

Resolution 18-12 was written to transfer \$9,124 from the contingency fund to the accounts listed that are expected to be over budget at the end of 2018 if funds are not added. They include:

Public Works-Insurance	\$ 549
Engineering Project Mgmt	\$ 2,250
Clerk/Treasurer- Salary	\$ 3,675
Public Works- Wages-Other	\$ 4,900

Money will be moved to the following categories:

<u>From</u>	<u>To</u>	
Clerk /Treasurer-Employee Health Insur	Clerk/Treasurer- Salary	\$5,100
Public Works-Employee Health Insurance	Public Works- Wages-Other	\$5,100
P/W Highway Construction	PW Engineering Project	\$2,250

Due to the Town receiving a grant from Waste Management to reconstruct Oak Drive and increase the pavement depth from 2 ½ to 3 inches, the following budget categories will be adjusted to reflect the incoming revenue and project expenses.

Intergovernmental Revenue

Highway Aids \$9,412

Public Works Expense

Highway Construction \$9,412

**MOVED, SECONDED BY WALLIS/BURCH TO APPROVE RESOLUTION 18-12 TO REALLOCATE FUNDS BETWEEN BUDGET CATEGORIES. MOTION CARRIED UNANIMOUSLY.**

**Resolution 18-13 Inclusion of Employees Under Wisconsin Retirement System**

The board discussed and approved Resolution 18-13 Inclusion of Employees Under Wisconsin Retirement System. Lorraine Rugroden was designated the agent in matters pertaining to the programs administered by the Department of Employee Trust Funds for the Town of Osceola.

**MOVED, SECONDED BY BURCH/WALLIS TO APPROVE RESOLUTION 18-13 INCLUSION OF EMPLOYEES UNDER WISCONSIN RETIREMENT SYSTEM BEGINNING JANUARY 1, 2019. MOTION CARRIED UNANIMOUSLY.**

**MOVED, SECONDED BY SCHMIDT/WALLIS TO DESIGNATE LORRAINE RUGRODEN AS THE AGENT IN MATTERS PERTAINING TO THE PROGRAMS ADMINISTERED BY THE DEPARTMENT OF EMPLOYEE TRUST FUNDS. MOTION CARRIED UNANIMOUSLY.**

**PLAN COMMISSION REPORT:**

- The Plan Commission did not meet in September.

**PUBLIC WORKS REPORT:**

- Mack truck has been completed and is at Universal for the next 90 to 120 days
- Mowing ditches.
- 248<sup>th</sup> Street Railroad Crossing has been marked by diggers hotline.
- The County changed 206<sup>th</sup> Street to 207<sup>th</sup> Street.

- Election signs are in the road right of way and are only 25 feet off the road. Signs have been reported missing. The county may have taken some down if they're in the right of way. A board member will tell the owners of the signs to take the fence posts down. They need to keep the signs out of the road right of way.
- Will be getting road grader tires in December.

**CHAIRMAN'S REPORT:**

- A letter was sent to the County Board in support of the Stower Trail remaining non-motorized.
- Chairman Schmidt attended a State Towns Association meeting in Hayward where they discussed ambulance and fire costs.

**Supervisor Mike Wallis**

- None

**Supervisor Dan Burch**

- The service provided by Osceola Area Ambulance for 2/3 of the town population will see an increase of \$2,222 from \$21,142 to \$23,364 for the budget year 2019.
- The board was provided a breakdown of the 2019-2020 proposed Allied Emergency Services budget. The amount that each municipality pays is based on the equalized value. The Town of Osceola will see an increase of \$9,571.82 from \$133,405.98 to \$142,977.80 for fire and first responder services.

**CLERK-TREASURER'S REPORT:**

Clerk-Treasurer Lorraine Rugroden reported that as of September 30, 2018 bank account balances were \$11,143.68 in the Town's checking account and \$299,863.21 in the Regular Money Market Account and C/D's and \$1,018.05 in the tax deposit account, amounting to total Cash-on-hand of \$312,024.94.

**NEXT MEETINGS**

November 13, 2018 Town Board Meeting Agenda:

- Public Nuisance Properties
- 68th Avenue Road down payment to Monarch for pulverizing
- Culvert Requirements

**ADJOURNMENT:**

**MOVED, SECODED BURCH/WALLIS TO ADJOURN THE OCTOBER 2, 2018 TOWN BOARD MEETING. MOTION CARRIED UNANIMOUSLY.**

Being no further business to come before the Board, the Meeting was adjourned at 8:53p.m.

**APPROVED: 11/13/2018**

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Lorraine Rugroden, Clerk/Treasurer