

TOWN OF OSCEOLA
BOARD OF SUPERVISORS MEETING
Monday, December 6, 2021 — 6:30 p.m.

Meeting Minutes

The Board of Supervisors of the Town of Osceola met for a regular monthly meeting Monday, December 6, 2021, at 6:30 p.m. at the Osceola Town Hall, Dresser, Wisconsin.

CALL TO ORDER: Chair Lindh called the regular meeting to order at 6:30 p.m.

VERIFICATION OF MEETING POSTING: Clerk Skjerven confirmed that the notice was posted at the Town Hall, Dresser Post Office, the First Community National Bank, the Town Web Site, and the Town Facebook page.

PLEDGE: Lindh led the Pledge of Allegiance to the United States Flag.

PRESENT: Chair Lindh, Supervisors Cronick, Everson and Gustafson.

PUBLIC ATTENDEES: Clerk Skjerven, Treasurer Carlson, Public Works Supervisor Raddatz, Ed Everson, Cindy and Glyn Thorman, Donna and Jim Berg, Gae and Tom Magnifici, Mark Skjerven, Webley Weingarten, Dianne and Merle Aarthun, Jim Brundage, Debbie Thompson and Nealy Corcoran.

CHECK PRESENTATION AND APPROVAL OF BILLS

MOTION BY EVERSON/CRONICK TO APPROVE THE TREASURER'S LIST OF CHECKS AND AUTOMATED PAYMENTS AS PRESENTED TOTALLING \$26,246.36 AND NUMBERS 17787 THROUGH 17830 AND ACH PAYMENTS AS PRESENTED. MOTION CARRIED.

ACCEPTANCE OF PROPOSED AGENDA

MOTION BY GUSTAFSON/EVERSON ON ACCEPTANCE OF PROPOSED AGENDA. MOTION CARRIED.

MEETING MINUTES

MOTION BY EVERSON/LINDH TO APPROVE THE FOLLOWING MEETING MINUTES: 11/1/21 TOWN BOARD MEETING, THE 11/18/21 SPECIAL TOWN BOARD MEETING, AND THE 11/18/21 PUBLIC BUDGET HEARING, THE SPECIAL TOWN MEETING, AND THE SPECIAL TOWN BOARD MEETING, WITH SOME MINOR CORRECTIONS TO BE MADE. MOTION CARRIED.

PUBLIC COMMENT

Mark Skjerven expressed a desire to have the Town Board consider upgrades to security of the Town Hall office area, including the main door into the office as well as converting the existing window area to a by-pass window area. Mark Skjerven expressed a willingness to look into pricing on safety glass and to retrofit the by-pass opening. Mark Skjerven also asked the Town Board to consider changing the Public Works Supervisor's desk work space area to a dedicated, simple office space in the shop, if he would like.

PUBLIC WORKS REPORT

Gustafson introduced the Town of Osceola's new Public Works Supervisor, Todd Raddatz. Todd started employment with the Town on November 15, 2021.

Raddatz reported out that the sand has been hauled, the trucks have been serviced, and plow wings and sanders are mounted and greased. Raddatz started grading the roughest gravel roads until the temperatures declined and the ground froze. Raddatz and Gaffney (Joe Gaffney is one of the Town's new part-time Public Works employees) worked on cutting all leaning and downed trees, and watched safety videos on ditch mower and plow safety. Raddatz worked to install as many fire numbers as possible before the ground froze. Joe Gaffney has been also assisting with snow removal on the Town roads, with Gaffney doing the south end of the Town roads, and Raddatz focusing on the north end of the Town roads.

TREASURER'S REPORT

Treasurer Carlson reviewed current bank balances as of December 6, 2021: General Fund \$14,783.15; General Money Market Account \$360,050.57 (a \$364,272.72 amount is showing in the Trial Balance report out because Treasurer Carlson did a deposit today, December 6, 2021); Tax Receipt Account \$11,425.59; Dresser Traprock Assurance \$15,046.36; Royal Credit Union CD (from ARPA \$\$s) \$151,192.45; Royal Credit Union general account of \$141.44; Royal Credit Union Money Market Public Works account \$50,012.60. The MidWest One checking account balance shows as a negative amount of \$4,559.02 only because Treasurer Carlson transfers the amount after Town Board bills. All accounts are balanced as of November 30, 2021. The year-to-date Profit & Loss report was presented to the Board.

Carlson noted her main recent work efforts included finishing the Town budget for 2022, preparing the reports for the Public Budget Hearing, preparing the tax information for the Polk County Treasurer so Polk County can run the Town of Osceola's tax bills (Treasurer Carlson received a response today from the Polk County Treasurer that the Town's tax bills were completed. The Town's tax bill communications is anticipated to go out via mail by mid-December 2021.) Carlson worked on the tax bill (and dog license) communications insert that is part of the tax bill mailing to be received by Town property owners. Carlson worked with the Finance Committee to develop the resolution to amend changes to the 2021 Town of Osceola budget, and set up the new money market public works account at Royal Credit Union to have funds available for new public works equipment when needed. Carlson met with the Aflac representative to get short-term disability insurance set up for Raddatz, the Town's Public Works Supervisor. Carlson completed the paperwork for the 2021 Local Roads Improvement (LRIP) grant applied for by the Town. The grant money should be coming sometime in December from the state of Wisconsin. New Town Board email accounts for the Town Board are ready to go. Carlson will be sending out an email to the Board members with instructions to follow for the setup of such email accounts, including having each of the Town Board members notify the Clerk, the Treasurer, and the Public Works Supervisor when the new Town Board email account has been set up so the Clerk, Treasurer and Public Works Supervisor know when the new email accounts can begin to be used.

The Treasurer received notice today that the Town of Osceola will receive a new Local Roads Improvement (LRIP) grant in the amount of \$18,013.72, to be used for Town of Osceola roadwork in 2022. Carlson would like to work with Raddatz on getting bids for a new power washer/steamer to clean the Town trucks that has been planned for within the Town budget (at an estimated cost of

\$4,000), and to get bids for replacement of a Town's chainsaw and a weed whip that is also in the Town's 2022 budget. The intention would be to bring the bids to the Board at the January 3, 2022 Town Board meeting.

MOTION BY GUSTAFSON/EVERSON TO APPROVE THE TREASURER'S REPORT AS PRESENTED. MOTION CARRIED.

CLERK'S REPORT

Clerk Skjerven gave a report out of work activities during the month of November. Skjerven worked on two resolutions, including creating an index of Resolutions and Ordinances for 2020 and year-to-date 2021, prepared the report out of meeting agendas and minutes for five meetings in November: the regular Town Board meeting held on November 1, the November 18 Special Town Board meeting closed session, the November 18 Public Budget Hearing, Special Town Meeting, and Special Town Board meeting. There were seven public records requests submitted and responded to by Skjerven. Skjerven assisted in coordinating the onboarding of four Public Works' employees, and the transitioning out of one employee resignation (including making updates to key FOB and key accesses) and submitted ads for placement in local papers announcing the Town's election inspector application timeline and process, the Town's dog license fee changes effective January 1, 2022, and publication of the Town's Type A Notice for the upcoming Spring 2022 election. Skjerven worked on election preparation efforts, including seeking out poll workers, preparing the Type A Notice for the Spring election, preparing candidacy and non-candidacy packets (and posting information on the Town's website elections page), preparing for training of poll workers and for a possible February primary, and entering into WisVote received voter registrations. Skjerven updated two Town application forms: one for driveway permit applications, and the other for house moving_single_multiple use (including heavy load) permit applications. Skjerven had to get her Town's computer's drives merged for efficiency and to allow for more space and moved files from the desktop area to pertinent file folder areas on her Town's computer. Skjerven also set up a new greeting for the Town's main phone number contact, along with working with the Treasurer on the tax insert preparation. Skjerven completed and is fully set up for Notary Public status, and along with what is otherwise covered above, handled walk-in requests from Town residents on assistance needed with trees being down, sofa removal from a ditch, gopher tail bounties, driveway and permit applications, and election registrations.

OLD BUSINESS

CONSIDER DWIGHT LAKE BOAT LANDING IMPROVEMENTS

Gustafson is actively working with Eric Wojchik, Conservation Planner II/ County Conservationist at Polk County Land and Water Resources on an advisory basis to assist the Town of Osceola with the process of reconstructing the Dwight Lake boat landing, coming up with comparable projects for cost estimation purposes, and for planning for the reconstruction to occur in 2023. This reconstruction permitting will need to go through the DNR permit process, and Eric will assist not only with a road map for the permitting process, but also will assist the Town in the grant application process. Oftentimes the grants are awarded by the DNR to Polk County, but Eric will be looking into whether the grant could potentially be awarded directly to the Town of Osceola. A later decision will need to be made on whether to utilize Polk County Land and Water Resources for engineering services for this boat landing improvement would come at a cost to the Town of Osceola, but Polk County Land and Water Resources could be a viable option for consideration.

NEW BUSINESS

CONSIDER LAKELAND BROADBAND GRANT RE-APPLICATION

Robert Zuzek and Alec Mortel from Lakeland Communications, Inc. attended to inform the Town of Osceola of the latest developments for the broadband expansion grant (recall the Town partnered with Lakeland Communications on a grant application). The purpose of the Broadband Expansion Grant Program is to encourage the deployment of advanced telecommunications capability in underserved areas of the state. The WI Public Service Commission had \$100 million to award. As of late July, the WI Public Service Commission received 241 applicants, requesting more than \$438 million. Lakeland Communications was informed in late October that the grant application was denied, and that Lakeland Communications was not one of the 83 award recipients. Robert mentioned that 80% of the grant recipients were cooperatives/nonprofits, and 16% were commercial businesses. The Public Service Commission of Wisconsin (PSC) informed Lakeland that Lakeland's grading was great, but the PSC's focus of this first round of grants was on co-ops, and they encouraged Lakeland Communications to re-apply minimally using the same projects Lakeland Communications included during the first grant submission process, with potentially some additional project areas to be included. There is potentially greater expansion capabilities for Lakeland Communications with this next grant funding application process.

The Public Service Commission of Wisconsin (PSC) has already started on December 1, 2021 another grant application process, where \$129 million is anticipated to be available. (This grant amount is separate from the Biden Administration's recently passed \$1.2 trillion infrastructure bill. Lakeland Communications is very much involved in the grant re-application process for funding.

Alec shared with the Town Board one map showing potential Lakeland Communications expansion for 2022: along County Road M out of the Village of Osceola to go around Horse Lake, and also proceed north along 200th to 210th up to Highway 8. A second map Alec shared showed primarily eligible and unserved locations in the towns of Osceola, Alden and Farmington. Lakeland Communications is hopeful expansion of their services can occur in those affected areas. Carlson requested Alec email her a copy of the maps.

The latest grant application process submission deadline is Thursday, March 17, 2022. Lakeland Communications anticipates the awards will be communicated in May/June of 2022. Lakeland would start their project work efforts in the second half of 2022 if they are awarded a grant.

Bob and Alec would like to meet again with Town representatives as they put together their grant application. Previously involved in the discussions were Teresa Utke, Jan Carlson, and Jon Cronick. It is hoped that same group can again meet with Bob and Alec in January. Bob and Alec are looking again for commitment from the Town Board of a similar dollar amount as previously committed.

CONSIDER RESOLUTION 21-12-01 TO APPOINT ELECTION INSPECTORS

Election inspectors, also known as poll workers, staff the polling place on Election Day. Election inspectors' duties include setting up the polling place, preserving order, registering electors, recording voter numbers, issuing ballots, monitoring voting equipment, counting votes, and properly completing forms. The board chairperson of each municipality shall nominate to the governing body no later than their last regular meeting in December of each odd-numbered year the necessary election officials for

each polling place and any election officials required. The Clerk gives the names of the election officials to the Town Board for appointment. The list originally included in the Town Board's meeting materials of election inspectors who submitted applications was: Dianne Aarthun, Charlotte Bottolfson, Jim Brundage, Trishia Carlson, Connie Clark, Janet Conway, Rhonda Dunham, Ed Everson, Jo Everson, Sara Gallagher, Don Hartman, Cherie Kotilinek, Jane Lueck, Julie Minell, Emmy Pieper, Gerald Pieper, Jeanette Rochford, Bryan Shobe, Stephanie Shobe, Cynthia Thorman, Teresa Utke, Christine(Chris) Wahlstrom, Douglas Wahlstrom, Terilyn Wallis, Carolyn Yost. There was an application submitted by Melissa Ward which was not received by the Town Hall office until Mon., December 6, 2021, but it appeared by the envelope's postmark date of November 30th that it was dropped in the mail late on the November 29, 2021 application submission deadline, and it just took until later in the week to arrive in the Town's post office box. So, Melissa's application was accepted for consideration, and the Chair expressed nomination of these individuals for appointment. The Chair also pointed out that three of the individuals on the list were nominated by the Republican Party Chair: Jim Brundage, Janet Conway, and Cynthia Thorman.

Everson commented there were two individuals on the list that showed lack of respect for some Town Board members and staff. Therefore, in her opinion, those two individuals should not remain for consideration to be election inspectors, as the same lack of respect for other election inspectors could occur. Everson then stated she would abstain from any further discussion because she is one of the election inspector persons listed.

Chair Lindh expressed a desire to still consider these two individuals for inclusion on the list as their attention to detail would be beneficial to the Town, and that it creates a sense of community for the Town and it does not create division. Gustafson and Cronick offered additional commentary for the discussion.

Jim Brundage commented that without the two individuals being present and not having the ability to defend themselves and comment it was his opinion these two individuals should not be excluded from the list. Public comment was received from Dianne Aarthun and Tom Magnifici pointing out there are many available duties for election inspectors, and it was clarified the general number of inspectors needed for an election is approximately 14.

MOTION BY CRONICK/GUSTAFSON TO ACCEPT THE LIST OF INDIVIDUALS AS PRESENTED, WITH THE EXCEPTION OF MELISSA WARD, FOR APPOINTMENT AS ELECTION INSPECTORS FOR THE 2022-2023 ELECTION PERIOD. 2 AYES; 1 NAYS; 1 ABSTAIN; MOTION DID NOT PASS.

MOTION BY GUSTAFSON/CRONICK TO ACCEPT THE LIST OF INDIVIDUALS AS PRESENTED, WITH THE ADDITION OF MELISSA WARD, FOR APPOINTMENT AS ELECTION INSPECTORS FOR THE 2022-2023 ELECTION PERIOD WITH THE ASSUMPTION THERE ARE MANY AVAILABLE ELECTION DUTIES FOR EACH ELECTION EVENT AND THE CLERK WILL ASSIGN SUCH DUTIES. 3 AYES; 0 NAYS; 1 ABSTAIN; MOTION CARRIED.

Chair Lindh went on to indicate the Board now had a responsibility to recommend to the Clerk the list of Chief Election Inspectors. Those that expressed interest in the Chief Election Inspector role were Jim Brundage, Trishia Carlson, Jo Everson, Cynthia Thorman, Teresa Utke, and Terilyn Wallis. Brundage, Carlson, and Wallis have not held the position of Chief Election Inspector and/or Chief Election Inspector-in-Training in the past so all would be considered for the Chief Election Inspector-In-Training

role. A Chief Election Inspector needs to be on the premises during the entire day of the election, which is one reason to appoint more than one Chief Election Inspector.

Lindh suggested Jo Everson and Teresa Utke be named Chief Election Inspectors, and Jim Brudage, Trishia Carlson, and Terilyn Wallis be named as Chief Election Inspectors In Training, and not name Cynthia Thorman to either of these positions due to the scrutiny she experienced during the 2021 elections.

Cynthia Thorman came up to speak, expressing her enjoyment of going through the election training with Jo, and within the election process itself. She realizes she took the hit for the errors made in the April 2021 election. There were a lot of people working and everyone was doing the best job they could. She was the one to find the error and reported it as quickly as possible. She was commended by the Wisconsin Elections Commission and legal counsel on how all was handled. If she is not considered for the Chief Election Inspector role she is saddened by not being given a second chance.

Public comment was received by Merle Aarthun and Tom Magnifici expressing concern about being asked to forget the past yet we are not forgetting the past with regard to the two individuals brought forward if Cynthia Thorman is removed from consideration for Chief Election Inspector.

Gustafson expressed concern about having a Town Board Supervisor (Everson) be a Chief Election Inspector, even though Everson brings a wealth of experience and knowledge to the position. Everson pointed out that it is lawful for a Town Board Supervisor (and even a Town Chair) to be a Chief Election Inspector so long as they are not on the ballot.

The Chief Election Inspector has a lot of extra responsibilities regarding election rules and procedures, along with having to know all of the election inspector station jobs.

MOTION BY LINDH/GUSTAFSON TO SUGGEST CHIEF ELECTION INSPECTORS BE JO EVERSON, CYNTHIA THORMAN, AND TERESA UTKE, AND CHIEF ELECTION INSPECTORS IN TRAINING BE JIM BRUNDAGE, TRISHIA CARLSON, AND TERILYN WALLIS. 3 AYES; 0 NAYS; 1 ABSTAIN; MOTION CARRIED.

Clerk Skjerven accepted the recommendation as presented by the Town Board for Chief Election Inspectors to be Jo Everson, Cynthia Thorman, and Teresa Utke, and Chief Election Inspectors In Training to be Jim Brudage, Trishia Carlson, and Terilyn Wallis.*

MOTION BY GUSTAFSON/LINDH TO ADOPT RESOLUTION 21-12-01 TO APPOINT 2022-2023 ELECTION INSPECTORS. 3 AYES; 0 NAYS; 1 ABSTAIN; MOTION CARRIED.**

CONSIDER RESOLUTION 21-12-02 AMENDING THE 2021 BUDGET

The year-to-date 2021 budget reports indicate that there are expense accounts that are currently over budget, and revenue accounts that should be adjusted to reflect this financial report. Therefore, it is financially prudent to amend the 2021 budget accordingly. Therefore, the Town Board desires to amend the 2021 budget per the resolution included with the meeting packet, with an additional four budget shifts totaling \$2,450 suggested by the Town Treasurer: (1) An additional \$200 to be transferred from the Contingency Reserve Account to the Building Expenses, Building Repairs and Maintenance Expense Account, for a total transfer of \$1,600.00; (2) \$200.00 be transferred from the Contingency Reserve Account to the Elections, Publications Expense Account to cover one final ad expense; (3) \$1,700.00 be

transferred from the Contingency Reserve Account to the Public Works, Road Maintenance & Repair to cover sand recently purchased, and blacktop to patch holes will be purchased yet in 2021; and, (4) \$350.00 be transferred from the Contingency Reserve Account to the Public Works, Public Works Cell Phone Expense Account.

MOTION BY EVERSON/GUSTAFSON TO ADOPT RESOLUTION 21-12-02 AS AMENDED AMENDING THE 2021 BUDGET ACCORDINGLY. MOTION CARRIED.

CONSIDER RESOLUTION 21-12-03 AMENDMENT OF FEE SCHEDULE

Everson and Skjerven met earlier to review historical setting of fees for Town permit applications, licenses, and procedures, and most fees were discussed during the Town Board budget workshops. Most fees have not been adjusted for nearly 15 years. The proposed changes were: Driveway permits, from \$25 to \$50; House Moving & Single/Multiple Trip (Heavy Load) permit, from \$50 to \$100; building permit administration fees, from \$50 to \$100 for new construction, and, from \$20 to \$50 for all other building permit types; fireworks permit, from \$25 to \$50; for operator (bartender) license, from \$10 to \$20; provisional license, from \$5 for 60 days to \$15 for 60 days; cigarette license, from \$10 to \$100; background check administration fees, from \$0 to \$10; mobile home parking fee, from \$5 for each 30-day period to \$10 for each 30-day period; mobile homes outside of parks, from \$25 to \$40; mobile homes inside of parks, from \$100 to \$150; non-metallic mineral extraction renewal permit, from \$500/5 years to \$700/5 years; non-metallic mineral extraction new permit, from \$500/5 years to \$700/5 years; related to subdivisions and platting, certified survey map review by town board, from \$50 to \$100 (residential), from \$75 to \$150 (non-residential), from \$10/acre to \$20/acre (lots less than 19 acres); secondhand article dealer license, from \$27.50 to \$40; secondhand jewelry dealer license, from \$30 to \$45.

MOTION GUSTAFSON/CRONICK TO ADOPT RESOLUTION 21-12-03 AMENDMENT OF FEE SCHEDULE FOR THE TOWN OF OSCEOLA. MOTION CARRIED.

CONSIDER CEMETERY AID APPLICATIONS AND PROCESS

Everson mentioned it was the intention of the past Town of Osceola Board to have a letter sent out to previous cemetery fund recipients asking for their financial assistance request to be in writing and to provide a copy of the organization's financial reports. It has come to the attention of the current Board that such a letter was never drafted and used. So, to date in 2021, the Board has not taken action on either sending out any letters or payments to past recipients: Bethesda Cemetery Association, Pleasant Prairie Cemetery Association, and Sand Lake Cemetery. The Town received one request very late in October from Sand Lake Cemetery asking about and requesting cemetery funding.

MOTION GUSTAFSON/CRONICK TO PROVIDE CEMETERY FUNDING TO BETHESDA CEMETERY ASSOCIATION IN THE AMOUNT OF \$500.00, SAND LAKE CEMETERY IN THE AMOUNT OF \$750.00, AND PLEASANT PRARIE CEMETERY ASSOCIATION IN THE AMOUNT OF \$750.00 FOR THE 2021 BUDGET YEAR. MOTION CARRIED.

The Board members discussed doing edits to the draft Cemetery Fund Request Application form so it could be used from year to year. The clerk will make amendments to both the form and the letter.

MOTION GUSTAFSON/EVERSON FOR THE TOWN OF OSCEOLA TO ADOPT THE CEMETERY FUND REQUEST LETTER AND APPLICATION TO BE SENT OUT ANNUALLY WITH THE CEMETERY FUND PAYMENTS. MOTION CARRIED.

CONSIDER 200TH ST. SPEED LIMIT REVIEW

At the November 1, 2021 Town Board meeting Dianne Aarthun requested to have the Town Board evaluate the current speed limit of 45 mph on 200th St. around Horse Lake, specifically from Country Road M to 90th. Dianne's request is to have the speed lowered to 35 mph to increase safety of both residents and resident's pets on that road.

Gustafson had looked further into what the Town has authority to do vs. the Department of Transportation (DOT) regarding reduction in speed limits on Town roads. Gustafson explained that any trunk highway or town road has a statutory speed limit of 55 miles per hour. The Town has the authority to reduce the speed by 10 miles per hour. This particular road, 200th St. from 90th Avenue to County Trunk Highway M was already reduced to 45 miles per hour by Town Ordinance #13-01-01, adopted 8th day of January 2013. Gustafson further indicated that if a Town road has a minimum of 1,000 feet in length with 150-foot driveway spacing the road could have a speed limit of 35 miles per hour, and a reduction by 10 miles an hour could be done. Gustafson questioned whether any portions of 200th St. had driveways 150 feet apart in distance so that portion of 200th St. could be dropped to 35 miles per hour to comply with statutory regulations. Lindh provided a mapping he prepared which showed the distance between the driveways on 200th Street. There were several driveways which exceeded the 150 foot spacing, but also several driveway spacings which did not exceed the 150 foot distance, and definitely not for 1,000 foot stretch of the road. Gustafson indicated if there was a desire to further pursue a change in speed on this road that involving the Wisconsin Department of Transportation would be necessary for speed analyses, accident evaluations, etc.

Public Works Supervisor Raddatz will verify whether there is a 45 miles per hour speed limit sign that may be missing on 200th. If it is found to be missing, Raddatz will assure the 45 mile per hour signage gets installed as soon as possible.

Speed limit signage discussions continued. Everson asked whether Polk County Highway Department could assist us in getting placed electronic speed limit signage placed in early Spring/Summer. Gustafson recommended this topic remain as a future agenda item. Lindh asked Raddatz to check with Polk County Highway Department for assistance. Everson pointed out it may help to look into the purchase of electronic speed limit signage for the Town's use longer term. Raddatz will look further into options and cost for the potential purchase of electronic speed limit signage for the Town's use.

CONSIDER PUBLIC WORKS SUPERVISOR TECHNOLOGY/COMPUTER NEEDS

Treasurer Carlson pointed out that when Raddatz came on board it became evident that the Public Works Supervisor's technology (computer, printer, wi-fi) is not sufficient for the Supervisor to do his job. His printer is not able to be used, his computer is over 15 years old such that current software technology cannot function on it, and in order for him to connect to wi-fi, he has to go to a wall area within the bathroom to have it connect to the Town Hall office's wi-fi.

A proposal from Connecting Point, of Amery, Wisconsin (the technology firm used by the Town of Osceola) was brought to the Board for the purchase of a new computer, a laser jet printer, an access

point and a POE switch. The total quote for this equipment (a new computer, a laser jet printer, an access point, and a POE switch) is \$1,536 and there is a 2022 budget for these expenses.

MOTION GUSTAFSON/EVERSON TO APPROVE WITH THE PURCHASE FROM CONNECTING POINT OF AN HP PRODESK 400 G7 COMPUTER, A BROTHER COLOR PRINTER (LASER), AN ARUBA AP11 ACCESS POINT, AND A NETGEAR 5 PORT POE SWITCH FOR \$1,536 TO GO AGAINST THE 2022 BUDGET. MOTION CARRIED.

CONSIDER ROAD RATING BIDS THROUGH DELMORE CONSULTING LLC RATING COMPANY

Delmore Consulting, of Wisconsin Dells, WI, submitted a proposal to the Town to do a PASER rating of Town roads by December 15th at a cost of \$2,500. Completing this road rating done now will assist the Town Board and Public Works Supervisor for baseline purposes and for 2022 Town road work preparations and could also be of assistance with helping the Board set the Town's five-year road plan.

MOTION GUSTAFSON/LINDH TO HAVE DELMORE CONSULTING PROCEED WITH THE PASER ROAD RATINGS ON THE TOWN ROADS IN 2021 CONTINGENT UPON DELORE CONSULTING STILL BEING ABLE TO SUBMIT THE RATINGS BY DECEMBER 15, 2021. MOTION CARRIED. RADDATZ WILL CONTACT DELMORE CONSULTING TO GET THIS WORK EFFORT COMPLETED.

CHAIRMAN'S REPORT

Chair Lindh attended a November 3 Osceola Area Ambulance Service Board meeting on November 3, 2021. There were budget discussions held. And, no work is anticipated needing to be done on their ambulance. Lindh also reiterated the fact that the Town will receive a new Local Roads Improvement (LRIP) grant in the amount of \$18,013.72, to be used for Town of Osceola roadwork in 2022, and that Lindh will be working on submitting needed paperwork.

SUPERVISOR'S REPORT

Cronick covered the highlights of the Plan Commission meeting held on November 30, 2021. The minutes will be on the Town's website in late December/early January, but there was a very good discussion. Plan Commission members were asked by Chair Desmarais to review the Town's ordinances in regard to which group supersedes the other related to Polk County Zoning and the Town in the areas of permits. Also discussed was consideration for how driveway permit (and signoff) should be obtained first before any other permit. There will be driveway variances brought forth to the Plan Commission at their December 21, 2021 meeting, as well as outstanding subdivision requests.

SUPERVISOR'S REPORT/EVERSON

Nothing to further report.

SUPERVISOR'S REPORT/GUSTAFSON

Nothing further to report.

FUTURE AGENDA ITEMS

- Old Business:
 - Consider Dwight Lake Boat Landing Improvements
 - Consider 200th St. Speed Limit Review
- Consider Driveway Variances
- Consider Two Subdivision Requests

- Consider Organizational Review and Updates Needed to Chapter 1 Ordinance – General Government and Chapter 2 Ordinance – Governing Body
- Consider Bids for Purchase of New Power Washer/Steamer for Town Trucks, and Purchase of New Chainsaw and Weed Whip for Town of Osceola Public Works
- Consider Speed Limit Electronic Signage
- Consider Results of PASER Road Rating Review
- Consider Building Inspector Duties Performed (Chair Lindh to follow up with attorney on protocol)
- Consider Zoom for Town and Town Board meetings (Treasurer Carlson to follow up with Connecting Point on the Town's capabilities, options, and costs; Chair Lindh to follow up with attorney on legal ramifications)

NEXT TOWN BOARD MEETING

January 3, 2022, 6:30 p.m.

NEXT PLAN COMMISSION MEETING

December 21, 2021, 6:00 p.m.

COMMUNITY MEETINGS BOARD MEMBERS ATTEND

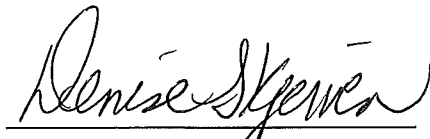
None planned.

ADJOURN

MOTION BY GUSTAFSON/EVERSON TO ADJOURN THE TOWN BOARD MEETING MONDAY, DECEMBER 6, 2021. MOTION CARRIED. The meeting adjourned at 8:57 p.m.

To be approved: January 3, 2022

Approved:
1/3/2022



Denise Skjerven, Town Clerk

*On December 9, 2021, Everson requested the Town Board remove her name as one of the Town's Chief Election Inspectors. Also, Utke informed the Clerk she will be unable to work the upcoming elections.

**On December 12, 2021, Melissa Ward informed the Clerk she will be unable to help out with elections.