

**TOWN OF OSCEOLA
TOWN BOARD OF SUPERVISORS
REGULAR BOARD MEETING
Monday, April 11, 2022 – 6:30 P.M.
Town Hall - 516 East Avenue North, Dresser WI
Agenda Can Change Up to 24 Hours Prior to Meeting**

MEETING AGENDA

1. Call Meeting to Order
2. Verification of Meeting Posting
3. Pledge of Allegiance
4. Roll Call
5. Presentation and Approval of Bills
6. Acceptance of Proposed Agenda
7. Approval of Minutes of Previous Meetings: 3/7/2022, 3/24/2022 1-11
8. Public Comment
9. Public Works Report 12
10. Treasurer's Report 13-20
11. Clerk's Report 21
12. Old Business
 - Consider Dwight Lake Boat Landing Improvements
 - Consider Simmon Drive Road Project
 - Consider Town Website Updates
 - Consider Microsoft Teams Implementation Work Efforts and Costs
13. New Business
 - Consider Appointing a Town Board Supervisor to Fill the Vacant Position
 - Consider Road Bids
 - Consider Lawncare Bids 22-27
 - Consider Letter to Polk County Zoning Regarding Town of Osceola Ordinances Overriding County Zoning 28-29
 - Consider Pleasant Prairie Cemetery April Meeting in Town Hall
 - Consider Cemetery Fund Requests 30-47
 - Consider 2021 Audit
 - Consider Ordinance 22-04-11: Use of Virtual Meeting Equipment 48-49
 - Consider Chapter 2: The Governing Body Ordinance 50-62
 - Consider Resolution 22-04-11: For Remote Meeting Procedure Using Internet Meeting Services 63-65
14. Chairman's Report
15. Supervisors' Reports
 - Jon Cronick: Supervisor and Plan Commission Update, including 3/22/22 minutes 66-67
 - Jo Everson
 - Neil Gustafson
16. Request for Future Meeting Agenda Items:
 - Organizational Town Board Meeting
17. Annual Town Meeting – April 19, 2022
18. Next Plan Commission Meeting – April 26, 2022
19. Next Town Board Meeting – May 2, 2022
20. Community Meetings Board Members Attend –
 - Allied Emergency Services: April 21
21. Adjournment

Notice is hereby given that a quorum of the Town of Osceola Plan Commission may be present at this meeting of the Town Board of Supervisors scheduled as noted above to gather information about a subject over which they have recommendation-making responsibility. The Plan Commission will take no formal action at this meeting. Please note that, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact the Clerk's office at (715)755-3060.

AFFIDAVIT OF POSTING: I hereby certify that this notice has been posted at the Dresser Post Office, the Town Hall, the First Community National Bank, and the Town Web Site.
/s/ Denise Skjerven, Clerk

TOWN OF OSCEOLA
BOARD OF SUPERVISORS MEETING
Monday, March 7, 2022 — 6:30 p.m.

Meeting Minutes

The Board of Supervisors of the Town of Osceola met for a regular monthly meeting Monday, March 7, 2022, 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.

ABSENT: None

PUBLIC ATTENDEES: Clerk Skjerven, Treasurer Carlson, Public Works Supervisor Raddatz, Ed Everson, Gae Magnafici, Jeremy and Teresa Utke, Warren Johnson, Alec Mortel and Bob Zuzek from Lakeland, Doug Zahler, Land Surveyor for the Heichels, Steve and Deb Heichel, Donna, Jim and Cole Berg, Mark Luebker, Superintendent and Dr. Becky Styles, Director of Instruction, for the Osceola School District, Davin Lindh, Drew Pingel, Dean and Diana Anderson, Merle and Dianne Aarthun, Cindy Thorman, Kirk Carlson, Jim Brundage, and Nealy Corcoran from the Osceola Sun.

CHECK PRESENTATION AND APPROVAL OF BILLS

An updated packet of check detail was provided at the meeting by Treasurer Carlson.

MOTION BY EVERSON/CRONICK TO APPROVE THE TREASURER'S LIST OF CHECKS AND AUTOMATED PAYMENTS AS PRESENTED TOTALLING \$1,913,461.86 AND NUMBERS 17980 THROUGH 18054 AND ACH PAYMENTS AS PRESENTED. MOTION CARRIED.

ACCEPTANCE OF PROPOSED AGENDA

MOTION BY GUSTAFSON/LINDH TO AMEND THE AGENDA TO MOVE ITEM 13(b) CONSIDER LAKELAND BROADBAND GRANT RE-APPLICATION BEFORE ITEM 12(a) UNDER OLD BUSINESS, AND TO APPROVE AS AMENDED THE MARCH 7, 2022 AGENDA. MOTION CARRIED.

MEETING MINUTES

MOTION BY GUSTAFSON/CRONICK TO APPROVE THE 2/7/2022 TOWN BOARD MEETING MINUTES.

LINDH/CRONICK/GUSTAFSON: AYE; EVERSON: ABSTAIN. MOTION CARRIED.

PUBLIC COMMENT

Warren Johnson spoke on the school referendum topic, expressing the importance of schools to our community and the impact the schools have on our property values, although he questioned how the Osceola schools are being run. He commented on how the student population size has decreased by

approximately 400 students over the last 12 years, but he felt the staff size has not followed the size of the decreased student count he believes. The Village is viewed as anti-business, and the decisions the Village makes affects surrounding communities. It is bothersome for him to see teachers that don't respect parents as shown by their actions in the classroom, without any actions by the School District with such teachers.

In his view, the number one topic that will negatively affect property values within the Town is a school district that is not meeting the needs of this community.

Davin Lindh and Drew Pingel spoke about their starting a project on fish conservation through a class at school called 'Why Wait', to raise awareness and educate the public about adequately caring for our local lakes and rivers. Drew showed slides of one lake that had a sizeable amount of phosphorus in it caused predominately by having a sizeable amount of salt in it. The cause of too much salt is from runoff on local roads, and the other is when vehicles drive on to the lakes and have 'snow blocks' that fall off the vehicle and on to the ice. One goal would be to lower the amount of salt put on our roads in the winter months and instead using more sand. Another goal would be to put up signage at lake accesses to encourage people to knock off the 'snow blocks' from their vehicles prior to driving on to the lake. Drew and Davin would make the signs using their school woodshop and/or on their own time. They both are looking for the Town's support to continue their mission.

Teresa Utke spoke first about the Lakeland Broadband grant, noting the importance of having serious guidelines such as: (1) time of install; (2) number of homes promised; (3) location affecting the Town; (4) date of final install; and (5) assurance how much is going to be spent on our township. She asked the Board to consider any amount given by the Town to assure it is the best use of the Town's monies. Her second area of concern relates to the Osceola School District referendum topic and ask the Board to consider allowing public comment after the School District commentary. She is concerned with what is to happen in 2024-2025, which a potential \$3 million shortfall for the school district. Is the shortfall a matter of lack of planning, or, overspending, or an intention to never stay in budget? Our schools are number one priority, but we need to make sure the leaders within our schools are rightsizing the growth of our schools to be more in line with projected student count and within our citizens' tax appetite.

PUBLIC WORKS REPORT

Raddatz mentioned the tractor and mower were brought in for getting them ready for Spring, and changed oil and all filters, and checked hoses to make sure they are ready to go for use in the Spring.

There has been snow removal being done, and snow was also removed along the guard rails on 90th.

Fire signs have been picked up from Polk County, and signs were installed where posts were put in place already last Fall.

Raddatz reminded everyone there is an ordinance regarding snow and debris removal to promote safe roadways (Ordinance No. 18-04-04). The ordinance indicates,

"Snow may not be deposited on any public road or road shoulder to the near ditch line, or be deposited on any highway in any way that violates Chapter 86 of the Wisconsin State Statutes."

And goes on to state,

"Any snow, brush, or other debris that is deposited on any public road, road shoulder due to the clearing of snow, brush, or other debris from private lands must be immediately removed, and the road or road shoulder must be repaired to the condition it was before the snow or debris was deposited."

Violation of the Ordinance is stated as follows,

"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 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 one person: \$50.00 per hour; (b) grader and one person: \$100.00 per hour. And, resulting cost, including actual and related expenses, for damages to equipment will be billed to the responsible party."

Letters will be sent out to a few Town residents/property owners who are in violation of this ordinance.

Raddatz has been fixing potholes as they show up and he is winging out drifts as needed with the grater. Also, the spray patcher was picked up from the City of Hudson. The cost was \$8,000, and the City of Hudson included additional components with the equipment, plus one day of training.

TREASURER'S REPORT

Treasurer Carlson reviewed current bank balances as of March 7, 2022: General Fund \$57,002.114; General Money Market Account \$395,499.09; Tax Receipt Account \$495,086.89; Dresser Traprock Assurance \$15,048.22; Royal Credit Union CD (from ARPA \$\$s) \$151,441.13; Royal Credit Union general account of \$141.50; Royal Credit Union Money Market Public Works account \$50,061.95. The Chair had raised a question regarding the payment made to Delmore Consulting in the amount of \$2,650 for Paser road rating, bid letting, and mapping services, where the expenditure is currently coded to 'Dues & Training' as doing so shows the profit and loss line item under Public Works with a variance of 920%.

The total tax bills sent out were \$5.1 million. Of that amount, the Town collected \$3.3 million, or 65% in the first half tax collection period. The \$3.3 million has been paid out with approximately \$940,000 going to Polk County, \$509,000 to St. Croix Falls School District, \$1.3 million to the Osceola School District, and \$72,000 to Northwood Technical College. The Town retained \$531,000 from the tax amount received by Town property owners.

The final rule came out on the American Rescue Plan Act – State and Local Fiscal Recovery Funds (ARPA-SLFRF) so local governments are able to decide on the use of ARPA funds. Next week the Treasurer will provide the Board with a summary of the rule. A first quarter report is due April 30th. Thus far, the Town has only used ARPA funds toward the purchase of the Town's three new touch-screen voter election equipment. Other potential uses for these funds is the Lakeland broadband grant, equipment needed to move the Town to using virtual meetings, the additional gooseneck microphone purchases, the new mixer, and updates to the Town Hall HVAC system.

The 2021 audit is underway and is on schedule to be finished by April 1st.

MOTION BY EVERSON/CRONICK 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 February, working on ordinance updates, meeting preparation and minutes, preparing for bringing on the new Public Works part-time employee, Craig Thomas, and elections. Election work efforts included: involvement with the February 15th primary, posting of notices, handling absentee ballot processing and in-person absentee ballot voting, and conducting the public test of voter equipment. Preparations are underway for the Spring election on April 5th.

Clerk Skjerven also reported that Cynthia Thorman, Chief Election Inspector, was recently sworn in as Deputy Clerk for election purposes only, beginning February 8, 2022 and effective through December 31, 2022.

Clerk Skjerven thanked Cindy Thorman for her excellence shown in her Chief Election Inspector role during the February Primary to have it run very smoothly. Skjerven also thanked Treasurer Carlson for being in her role of Treasurer for the Town for nearly one year. Carlson has been invaluable as the Town's Treasurer and gratitude was expressed as well by Town residents attending tonight's meeting.

CONSIDER LAKELAND BROADBAND GRANT RE-APPLICATION

Bob Zuzek and Alec Mortel from Lakeland Communications Group, LLC attended the meeting to give an update regarding the broadband expansion grant to be submitted by March 17, 2022 as a follow up to last month's Town Board meeting they attended. As a reminder, at the July 6, 2021 Town Board meeting, a motion was passed to contribute 10% of the total cost for the Town of Osceola expansion of broadband fiber network, up to \$80,000, contingent on Lakeland Communications Group, LLC receiving the Public Service Commission grant and fulfilling the installation within the Town by December 2024. Lakeland now for this latest grant re-application is getting support letters from various towns and congress people to include with the 3/17/22 grant application.

Locations of installs have not changed since the previous grant application. The project area will remain the same for the Town of Osceola to be as successful as possible with the grant application.

Bob and Alec shared a map that a consulting firm associated with Polk County created which showed the areas within Polk County that were the most underserved from a broadband perspective, and portions of the Town of Osceola fell within this underserved area.

Bob also shared draft letter content to the Board for consideration in providing to Lakeland which would be included in the grant application to show the Town's private-public partnership in this broadband project, showing cooperation, partnership and in-kind support between the Town of Osceola and the Lakeland Communications Group.

There is a 24-month time period in which Lakeland would have to complete the project should they receive approval after submitting the grant application. The grant award date is not yet known, but if that date occurs in early summer 2022, Lakeland would get started soon after that date with the hope to be completed within 2022, but no later than within a one-year timeframe. Lakeland had already ordered 200 miles of supplies for the project so they have the materials to do the project for a total of approximately 130 households within the Town of Osceola.

Bob will assure the application gets sent to us, and specifically also to Teresa Utke, for review before the grant submission deadline.

MOTION BY GUSTAFSON/CRONICK TO APPROVE TO PARTNER WITH LAKELAND COMMUNICATIONS GROUP, LLC AND CONTRIBUTE 10% OF THE PROJECT COSTS TO EXPAND FIBER NETWORK IN THE TOWN OF OSCEOLA, UP TO \$80,000.00 CONTINGENT UPON LAKELAND COMMUNICATIONS GROUP, LLC BEING AWARDED THE PSC BROADBAND EXPANSION GRANT AND FULFILLING THE INSTALLATION WITHIN THE TOWN, REQUESTING THERE IS A REVIEW OF THE GRANT APPLICATION BEFORE IT IS SUBMITTED, AND TO APPROVE THE SUPPORT LETTER THAT ACCOMPANIES THE GRANT APPLICATION. MOTION CARRIED.

OLD BUSINESS

CONSIDER DWIGHT LAKE BOAT LANDING IMPROVEMENTS

Gustafson notified Polk County Land and Water to inform them of continued contact information for the Dwight Lake boat landing improvements—for Dale, Todd, and Denise—as Gustafson prepares to end his Board tenure. Gustafson did hear back from them informing him that once the snow melt they will be surveying the land area by the boat landing to get the project underway.

CONSIDER SIMMON DRIVE ROAD PROJECT

Chair Lindh did meet with the Village of Osceola to get background information as to whether any prior Town Chairs had given the Village approval from the Town of Osceola on the Simmon Drive improvement project. Chair Lindh also contacted a previous Chair Doug Schmidt and Brandon Whittaker and both mentioned they had communications with the Village Chairs on this topic, but there was never any firm agreement/approvals given.

For now, the Village and Chair Lind are looking into whether there may be additional grants available to help with this road project. There are potential road grants, but the grants needed to be heavily engineered before the grants were released and at this time the Village of Osceola has not done any extensive engineering work related to this road project.

NEW BUSINESS

OSCEOLA SCHOOL DISTRICT REPRESENTATIVE(S): REVIEW SCHOOL DISTRICT OF OSCEOLA OPERATING REFERENDUM QUESTION

Mark Luebker, Superintendent for the School District of Osceola spoke about the Operational Referendum that will be on the Spring Election (April 5th) ballot. Mark handed out a flyer which highlighted more details about the referendum and key facts. He also pointed out there are upcoming community information sessions—the next one is scheduled for Thursday, March 10 at 6:30 p.m. being held at the Osceola Intermediate School Media Room, and the last one scheduled for Monday, March 28 at 6:30 p.m. at the Osceola High School Auditorium. He also mentioned a website to go to for more information: <https://sites.google.com/osceola12.org/2022-osd-referendum/home> . Questions were asked of Luebker by Teresa Utke, Jan Carlson, and Diana Anderson.

CONSIDER DRIVEWAY ORDINANCE AND PERMIT APPLICATION UPDATES

The proposed changes to the driveway permit application, and the associated Ordinance 22-01-03, Chapter 8 Public Works to update both to clearly state there are two approval phases to obtaining full approval for a driveway installation. The first approval phase is gone through with Public Works when the applicant is applying for a driveway permit, and the permit is conditional on the final driveway permit install receiving approval.

MOTION BY LINDH/GUSTAFSON TO ACCEPT THE REVISIONS TO ORDINANCE 22-01-03 CHAPTER 8 PUBLIC WORKS AND THE DRIVEWAY PERMIT APPLICATION. MOTION CARRIED.

CONSIDER PROCESS OF LAWN CARE BIDS

Gustafson had asked Chair Lindh as to whether the Town needed post bids for lawncare services. Chair Lindh indicated that Town projects between \$5,000 and \$25,000 are not required to be publicly posted. In the future, though, there will be a bid process to occur in February of every other year—putting a notice on the Town's website and Facebook site—and plan for opening the bids in March of applicable years to award the two-year contract.

For 2022 services, the Clerk will contact White Pine Property Management, Lakefront Lawn and Dock Services, and Willey's Lawn & Outdoor Service to obtain interest in providing a bid for these services. This will be an agenda item for the April regular Town Board meeting.

CONSIDER HEICHEL SUBDIVISION

Doug Zahler, Land Surveyor for the Heichels, made a short presentation about the proposed subdivision. The proposal is to create a proposed Lot 2 (5.001 acres) for a building site for the Heichel's children. Lot 3 on the entire property area is the site area of Steve and Deb Heichel's current home (4.563 acres). And Lot 1 is the remainder of the property area (76.891 acres).

MOTION BY GUSTAFSON/LINDH TO APPROVE THE SUBDIVISION OF THE PROPERTY LOCATED AT 747 200TH STREET CONSISTING OF LOTS 1, 2, AND 3 AS PROPOSED, LOCATED IN PART OF THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER, PART OF THE SOUTHEAST QUARTER OF THE NORTHWEST QUARTER, PART OF THE NORTHEAST QUARTER OF THE SOUTHWEST QUARTER, PART OF GOVERNMENT LOT 2 AND PART OF GOVERNMENT LOT 3; ALL IN SECTION 27, TOWNSHIP 33 NORTH, RANGE 18 WEST, TOWN OF OSCEOLA, POLK COUNTY WISCONSIN ALONG WITH THE CHECKLIST FOR POLK COUNTY NOTING THAT:

- THERE ARE NO ROADS INVOLVED
- THE TOWN DOES NOT WANT THE COUNTY TO SEND THIS SUBDIVISION TO THE POLK COUNTY LAND AND WATER RESOURCES DEPARTMENT
- THE BOARD DOES NOT REQUEST SOIL TESTING
- THE TOWN DOES NOT WANT ANY OF THE LAND WITHIN THE SUBDIVISION TO BE DEDICATED TO THE TOWN FOR PARK PURPOSES, AND
- THAT THE COMPLETION OF THE CHECKLIST IS THE ONLY REQUIRED REVIEW.

MOTION CARRIED.

CONSIDER MICROSOFT TEAMS FOR TOWN, TOWN BOARD, AND PLAN COMMISSION MEETINGS

Treasurer Carlson indicated that Microsoft Teams is recommended for the Town's use for these meetings and pointed out there is no cost associated with using the Microsoft Teams platform. Carlson went through a demonstration of the technology by using a visual screen, along with the 360-degree

camera/microphone hardware that would be used. There would be a cost of \$632.00 for the purchase of the camera/microphone unit. The desire is to likely place the Microsoft Teams software on the Town's laptop that is currently primarily being used for election purposes, but that laptop may need to be updated since it is nearly six years old to be able to handle more storage and updated software. The Town's Chapter 2, The Governing Body, Ordinance would need to be updated with a section covering remote attendance/virtual meetings. Preliminary feedback was provided on draft Ordinance changes by the Town's attorney which the Clerk will make sure is shared with all Board members. Dialogue took place with the Town Board and staff both advocating for and against the use of this type of technology and asking questions about storage capabilities (and whether a separate server would be needed), and abilities to capture attendance and number of views. The Chair will contact the Town's attorney about the archive timeframe, and the Clerk will also share with the Board a sample operational policy received from the Wisconsin Town's Association (WTA) for the Board to consider utilizing. At this time, the Board is being asked to decide whether to pursue progress towards the implementation of using virtual meeting technology for meetings. And, Carlson will look further into more details associated with the costs and capabilities of using this type of technology and report back at a future Board meeting.

MOTION BY LINDH/GUSTAFSON TO AGREE FOR THE TOWN TO PURSUE USING VIRTUAL TECHNOLOGY FOR MEETINGS. AYES: CRONICK/LINDH/GUSTAFSON; NAYS: EVERSON. MOTION CARRIED.

MOTION BY EVERSON/LINDH TO REIMBURSE TREASURER CARLSON \$632.00 FOR THE PURCHASE OF THE 360-DEGREE CAMERA TO BE USED FOR VIRTUAL TECHNOLOGY MEETINGS. MOTION CARRIED.

CONSIDER TOWN WEBSITE UPDATES

Clerk Skjerven gave an update on the need for completion of a server update by March 1st for the Town's website platform. The Town's website manager, Jolene Jones, indicated there was a lot of past information related to meetings that either has links currently not working and/or the sheer volume of information is too much to continue to house on the website and carry forward to the new server. Thus, the website manager will set up the site to only display past meeting information for the timeframe 2016 and forward. All other information not able to be carried forward on to the new server will still be available to the Town, just through a different means to access it. Chair Lindh will confirm with the Town Attorney on the retention period for such records, and Clerk Skjerven will confirm with the website manager the Town is not incurring storage costs for information not able to be housed on the new server.

The next phase of this topic is to move towards totally revamping the Town's website. Supervisor Everson mentioned there is quite a bit of reference information she gathered on this topic awhile back which could help with this work project, and that also the Town also should look into whether ARPA funds could potentially be used for this work project. Treasurer Carlson indicated she would also speak further with her contact at Connecting Point, the Town's current computer sales and services provider, for possible web design resources. No further action taken at this time.

CONSIDER HAVING TOWN ATTORNEY PRESENT AT ANNUAL MEETING

Chair Lindh wanted to receive feedback from the Town Board about whether they supported or not having the Town's attorney present at the Town's annual meeting. Board members expressed a desire to have the attorney present. Chair Lindh will contact the Town's attorney to express the desire to have him attend the Town's annual meeting.

**CONSIDER LETTER TO POLK COUNTY ZONING REGARDING TOWN OF OSCEOLA ORDINANCES
OVERRIDING COUNTY ZONING**

A letter was originally drafted in early January 2022 to be sent to Jason Kjeseth, Polk County Zoning Administrator. The purpose of the letter was to raise awareness with the Polk County Zoning Administrator that there are Town Ordinances which conflict and technically override established policies and practices of zoning within Polk County's Land Information Department. In January, Chair Lindh spoke with Jason Kjeseth. Jason indicated he was not aware of the issues Chair Lindh brought up of Town Ordinances that conflict and technically override the established policies and practices of Polk County Zoning. Jason's view is that it is the Town's responsibility to let residents know they must follow the Town's Ordinances, but that he would also help to relay the Town's permits and ordinances.

In light of the recent changes to the Driveway Permit Application and the Chapter 8 Public Works Ordinance, Chair Lindh asked Supervisor Cronick to take this topic back to the Plan Commission to re-draft the letter that would get sent to Polk County.

CONSIDER TOWN OF OSCEOLA EMPLOYEE REVIEWS

A Special Town Board Meeting should be set to do employee reviews for the positions of Clerk, Treasurer, Public Works Supervisor, and Joe Gaffney staff. A date of Thursday, March 24th at 6:00 p.m. was temporarily agreed upon for doing the reviews.

CONSIDER ANNUAL MEETING LOCATION AND TECHNOLOGY NEEDS

The Clerk pulled the attendance numbers for the prior eight Town annual meetings and found the attendance count for the last two years were significantly more than prior year's annual meetings. Chair Lindh pointed out in his view it is best to hold the meetings within the Town Hall because of the technology sets ups with microphones, speakers, recording, and hearing-impaired device amplifier capabilities. Further options were discussed amongst Board members, the Clerk, and the Treasurer, one such option is to start with holding the meeting within the Town Hall. And, if capacity becomes a problem, have the meeting moved to the Town Shop area. Difficulties encountered with holding the meeting in the Town Shop are there is no sound system, there is no ability to record the meeting on the standard recording system utilized, and the capabilities of devices used by the hearing impaired need to be checked as to whether they would work in that type of environment. Plans will be to hold the annual meeting in the Town Hall and hold it within the Town Shop only if it is needed. And, plans will be to make sure securing borrowed speaker and amplification equipment is done along with making sure the trucks are moved out of the Town Shop area in case that area is needed.

CONSIDER INTERIOR PAINTING OF TOWN OF OSCEOLA TOWN HALL

Clerk Skjerven received a total of four bids from painters in the area for repainting the interior of the Town Hall—entry way, main hall meeting area, bathrooms, kitchenette area, and the office. The painting job could be split up with doing the office area later than the other areas. After discussion amongst Board members, there was a preference to utilize the services of Travis Hansen at a cost of \$2,100.00 (not doing the office storage area). Travis does work associated with home builder Gary Brunclik (Gary Brunclik Construction) where he does much of the interior painting work.

MOTION BY EVERSON/LINDH TO UTILIZE THE SERVICES OF ONE-SHOT PAINTING/DRYWALL TO DO INTERIOR PAINTING OF THE TOWN HALL AT A COST OF \$3,700.00 BECAUSE OF THE CLARITY IN HIS BID THAT HE WOULD USE TWO COATS OF PAINT AND THERE IS CLEANING OF WALLS NEEDING TO BE DONE

PRIOR TO PAINTING, ALONG WITH GENERAL PATCHING OF HOLES, CRACKS, AND REMOVAL OF WALLPAPER BORDER. LINDH/EVERSON: AYE; CRONICK/GUSTAFSON: NAY. MOTION FAILS.

Gustafson disagreed with the motion and would prefer, instead, to utilize the services of Home Maintenance Services through Travis Hansen, at a cost of \$2,100.00.

A NEW MOTION WAS MADE BY LINDH/GUSTAFSON TO UTILIZE THE SERVICES OF HOME MAINTENANCE SERVICES TO DO THE INTERIOR PAINTING OF THE TOWN HALL (EXCLUDING THE STORAGE ROOM) USING TWO COATS OF PAINT, INCLUDING MATERIALS, CLEANING, PREPARING AND REPAIRING WALLS FOR PAINTING, AND REMOVAL OF THE WALLPAPER AT A COST OF \$2,100.00. MOTION CARRIED.

CONSIDER RESOLUTION TO SET TOWN BOARD MEETING DATE

The purposes of Resolution 22-03-07 is to make it official that the Town Board of Supervisors' meeting date was changed from Tuesday to Monday at the May 4, 2021 Town Board meeting per that meeting's minutes.

MOTION BY GUSTAFSON/CRONICK TO APPROVE RESOLUTION 22-03-07 TO SET THE TOWN MONTHLY BOARD MEETING DATE. MOTION CARRIED.

CHAIRMAN'S REPORT

Chair Lindh confirmed the Town did by a spray patcher in the amount of \$8,000 from the City of Hudson, Wisconsin, which includes one day of training for Public Works Supervisor Raddatz. It is anticipated the Town will also purchase 3,000 gallons of oil from East Farmington for use with the spray patcher. Chair Lindh will confirm with East Farmington the cost of the oil, and the expense will come out of the Town's roads budget. Chair Lindh also contacted Delmore regarding Delmore's proposal for Paser road rating, bid letting, and mapping services to gain agreement from them on the total cost of \$5,300.00 for such services. Chair Lindh asked Public Works Supervisor Raddatz to connect with Delmore on planning for the bid process to shortly get underway. Chair Lindh gave an update related to MSA engineering services on a proposal for possible road reconstructions: to 90th Avenue—at a cost estimate of \$214,000.00; and 93rd Avenue—at a cost estimate of \$361,000.00. These estimations exceed the grant amount the Town was allotted. Chair Lindh went through highlights of the Plan Commission meeting that was held February 22nd since Supervisor Cronick was not able to attend that meeting and Chair Lindh attended the meeting as an observer. The Plan Commission discussed the changes to the Driveway Permit Application form and Ordinance, which was covered earlier at this Town Board meeting. Also discussed was the 747 200th St. property CSM's land division, where the Plan Commission recommended the Town Board approve the land division, which was also covered earlier at this Town Board meeting tonight. There were discussions held by the Plan Commission on the topic of Airbnb/home rentals within the Town and there was no action at this time because it was found the state of Wisconsin already had a statute in place regarding this topic.

SUPERVISOR'S REPORT/CRONICK

No report out but Cronick expressed thank you to Public Works Supervisor Raddatz for the work done on the Town roads during this Winter season. The salt shed has been filled three times.

SUPERVISOR'S REPORT/EVERSON

Commendation was expressed to Supervisor Gustafson and the Osceola Sun for the article posted within the Osceola Sun reflecting Gustafson's time on the Town Board. The article was done honestly

and forthright, and it summarized struggles, successes, and goals of the Town during his tenure on the Town Board. Everson pointed out that Gustafson will be greatly missed on the Board.

SUPERVISOR'S REPORT/GUSTAFSON

Nothing further to report.

FUTURE AGENDA ITEMS

- Old Business:
 - Consider Dwight Lake Boat Landing Improvements
 - Consider Simmon Drive Road Project
 - Consider Town Website Updates
 - Consider Microsoft Teams Implementation Work Efforts and Costs
- New Business:
 - Consider Lawncare Bids

NEXT PLAN COMMISSION MEETING

March 22, 2022, 6:00 p.m.

SPECIAL TOWN MEETING

March 24, 2022, 6:00 p.m.

NEXT TOWN BOARD MEETING

April 11, 2022, 6:30 p.m.

NEXT TOWN ANNUAL MEETING

April 19, 2022, 6:30 p.m.

COMMUNITY MEETINGS BOARD MEMBERS ATTEND

None planned.

ADJOURN

MOTION BY CRONICK/GUSTAFSON TO ADJOURN THE TOWN BOARD MEETING MONDAY, MARCH 7, 2022. MOTION CARRIED. The meeting adjourned at 9:01 p.m.

To be approved: April 11, 2022

Approved:

Denise Skjerven, Town Clerk

Town Of Osceola

Public works report

March 22

1. Built hitch on dump truck and wired plug for pulling patcher.
2. Attended MSHA training at Garfield
3. Worked on thawing out culverts on banning creek rd., 120th 85th and 90th
4. Cut up trees after ice and snowstorm.
5. Put out road restriction signs.
6. Helped Alden thaw culverts
7. Hauled left over stockpile from trap rock to shop from last year's chip sealing. (100ton)
8. Filled potholes
9. Serviced 1 ton; changed oil and air filters.

Alerts

Stay Alert

Know about changes to your finances and online security. Choose when and what alerts you get by email or text message.

Accounts

<u>GENERAL FUND</u> XXX1087	Available balance \$67,113.51	Recent ▼
<u>GENERAL MONEY MARKET ACCOUNT</u> XXX7408	Available balance \$440,026.83	Recent ▼
<u>TAX RECEIPT ACCOUNT</u> XXX7416	Available balance \$381,550.95	Recent ▼
<u>DRESSER TRAPROCK ASSURANCE</u> XXXX1165	Available balance \$15,048.86	Recent ▼
<u>cd 58320</u> X8320		Recent ▼

Payments & transfers

Internal

From	To	Amount	Date
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There are no issued transfers.

Pay or transfer

From account *

GENERAL FUND XXX1087

Available balance: \$67,113.51

To account *

SCAM ALERT!

Did you know that Royal has multiple security features in place to protect your debit or credit card? These security features help protect you from fraud 24/7!

LEARN MORE

Accounts

Transfer

▼ DEPOSIT ACCOUNTS \$50,222.53

Business Savings Account *0354

Available \$136.52

Current \$141.52

Business Money Market Checking *7490

Available \$50,081.01

Current \$50,081.01

► INVESTMENT ACCOUNTS \$151,441.13

WE'RE HIRING! MANY OPEN POSITIONS!
 CHECK OUT OUR CURRENT OPENINGS AND SHARE THEM WITH FRIENDS AND FAMILY!
SEE OPENINGS Equal Opportunity Employer

My Approvals

All requests ▼

You have no approval requests

Routing Number:
291880411

Member Service Hours:
 M-F 8:30 a.m. - 7:00 p.m.
 Sat. 8:30 a.m. - 2:00 p.m.
 Phone: 1-800-341-9911

April 2022						
Su	Mo	Tu	We	Th	Fr	Sa
27	28	29	30	31	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

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TOWN OF OSCEOLA

Profit & Loss Budget vs. Actual

January 1 through April 7, 2022

	Jan 1 - Apr 7, 22	Budget	\$ Over Budget	% of Budget
Income				
Advance Tax Collections				
Advance Dog Licenses	0.00	0.00	0.00	0.0%
Advance FC/IFL Taxes	0.00	0.00	0.00	0.0%
Advance PP Taxes	0.00	0.00	0.00	0.0%
Advance Property Tax	0.00	0.00	0.00	0.0%
Advance Tax Overpayment	0.00	0.00	0.00	0.0%
Advance WLT Tax	0.00	0.00	0.00	0.0%
Advance Tax Collections - Other	0.00	0.00	0.00	0.0%
Total Advance Tax Collections	0.00	0.00	0.00	0.0%
Fines, Forfeits & Penalties				
Dog Pick-up Fees	0.00	0.00	0.00	0.0%
Fines & Violations	0.00	0.00	0.00	0.0%
Fines, Forfeits & Penalties - Other	0.00	0.00	0.00	0.0%
Total Fines, Forfeits & Penalties	0.00	0.00	0.00	0.0%
Intergovernmental Charges				
Fire Assoc. Loan Repayment	50,308.15	50,308.00	0.15	100.0%
Sand Lake Beach Association	0.00	0.00	0.00	0.0%
Intergovernmental Charges - Other	0.00	0.00	0.00	0.0%
Total Intergovernmental Charges	50,308.15	50,308.00	0.15	100.0%
Intergovernmental Revenue				
Allied Fire Assoc Reimb	0.00	0.00	0.00	0.0%
Ambulance Grant Monies	0.00	0.00	0.00	0.0%
Capital Bridge Aid	0.00	0.00	0.00	0.0%
County-Rural Fire Numbers	425.00	0.00	425.00	100.0%
Cty Reimbursement-Voting Mach.	0.00	0.00	0.00	0.0%
FC/IFL Withdrawal	0.00	0.00	0.00	0.0%
Fire Insurance Dues	0.00	13,700.00	-13,700.00	0.0%
Forest Crop/IFL Aid	0.00	400.00	-400.00	0.0%
Gopher Bounty	0.00	0.00	0.00	0.0%
Grants Scholarships Donations	0.00	0.00	0.00	0.0%
Highway Aids	42,312.88	169,252.00	-126,939.12	25.0%
In Lieu of Tax - DNR Land	469.75	3,750.00	-3,280.25	12.5%
Joint Municipal Court Revenue	0.00	0.00	0.00	0.0%
Lake Renovation Projects	0.00	0.00	0.00	0.0%
Municipal Services	111.52	110.00	1.52	101.4%
Sand Lake Project Inc	0.00	0.00	0.00	0.0%
Severance/Withdrawal Payments	0.00	0.00	0.00	0.0%
State Loan Revenue	0.00	0.00	0.00	0.0%
State Shared Revenue	0.00	36,436.00	-36,436.00	0.0%
Subdivision Park Fees	0.00	0.00	0.00	0.0%
T.R.I.P./T.R.I. Payments	0.00	0.00	0.00	0.0%
Intergovernmental Revenue - Other	0.00	0.00	0.00	0.0%
Total Intergovernmental Revenue	43,319.15	223,648.00	-180,328.85	19.4%
Licenses & Permits				
Building Permits & Fees	1,933.56	25,000.00	-23,066.44	7.7%
Dog License Refund	0.00	0.00	0.00	0.0%
Dog Licenses	1,147.00	1,200.00	-53.00	95.6%
Driveway Permits	100.00	250.00	-150.00	40.0%
Liquor & Related Licenses	0.00	3,500.00	-3,500.00	0.0%
Other Regulatory Permits	0.00	0.00	0.00	0.0%
Wastemanagment Permits	0.00	0.00	0.00	0.0%
Zoning & Subdivision Fees	100.00	100.00	0.00	100.0%
Licenses & Permits - Other	0.00	0.00	0.00	0.0%
Total Licenses & Permits	3,280.56	29,950.00	-26,669.44	11.0%
Miscellaneous Revenue				
Engineering Services Reimburse	0.00	0.00	0.00	0.0%
Interest Income	855.54	1,300.00	-444.46	65.8%
Interest on PP Taxes	0.00	0.00	0.00	0.0%
Miscellaneous Income				
Insurance Loss Reimbursement	0.00	0.00	0.00	0.0%

TOWN OF OSCEOLA

Profit & Loss Budget vs. Actual

January 1 through April 7, 2022

Cash Basis

	Jan 1 - Apr 7, 22	Budget	\$ Over Budget	% of Budget
Miscellaneous Income - Other				
Total Miscellaneous Income	0.00	0.00	0.00	0.0%
PP Tax Interest	0.00	0.00	0.00	0.0%
Tax Overpayments	0.00	0.00	0.00	0.0%
Miscellaneous Revenue - Other	0.00	0.00	0.00	0.0%
Total Miscellaneous Revenue	855.54	1,300.00	-444.46	65.8%
Mobile Home Fees				
IMH Lottery Credit	120.84	0.00	120.84	100.0%
Mobile Home Fees Collected	0.00	0.00	0.00	0.0%
Mobile Home Late Fees	0.00	0.00	0.00	0.0%
Mobile Home Fees - Other	0.00	300.00	-300.00	0.0%
Total Mobile Home Fees	120.84	300.00	-179.16	40.3%
Nh Watch Sales	0.00	0.00	0.00	0.0%
Public Charges for Services				
General Government Fees	0.00	0.00	0.00	0.0%
Public Charges for Services - Other	0.00	0.00	0.00	0.0%
Total Public Charges for Services	0.00	0.00	0.00	0.0%
Tax Collections				
Ag Use Conversion Fee	0.00	0.00	0.00	0.0%
Cash Reserves Applied	0.00	0.00	0.00	0.0%
Delinquent PP Taxes	10.23	0.00	10.23	100.0%
Forest Crop/IMFL Taxes	2,237.47	250.00	1,987.47	895.0%
Omitted Tax	0.00	0.00	0.00	0.0%
Park Funds Applied	0.00	0.00	0.00	0.0%
Personal Property Taxes	5,071.50	0.00	5,071.50	100.0%
Property Taxes	2,217,785.99	817,368.00	1,400,417.99	271.3%
Special Charges	0.00	0.00	0.00	0.0%
Woodland Taxes	0.00	0.00	0.00	0.0%
Tax Collections - Other	0.00	0.00	0.00	0.0%
Total Tax Collections	2,225,105.19	817,618.00	1,407,487.19	272.1%
Tax Collections - Other				
First Dollar Credit	0.00	0.00	0.00	0.0%
Lottery Credit	0.00	0.00	0.00	0.0%
Property Tax Settlement-County	-944,312.47	0.00	-944,312.47	100.0%
Property Tax Settlement-Schools	-1,826,536.24	0.00	-1,826,536.24	100.0%
Property Tax Settlement-VoTech	-72,794.73	0.00	-72,794.73	100.0%
State Tax Credit	0.00	0.00	0.00	0.0%
Tax Collection Overpayments	-58,747.09	0.00	-58,747.09	100.0%
Town Share Property Taxes	0.00	0.00	0.00	0.0%
Tax Collections - Other - Other	451.25	0.00	451.25	100.0%
Total Tax Collections - Other	-2,901,939.28	0.00	-2,901,939.28	100.0%
41011 - Other State Aids	0.00	0.00	0.00	0.0%
41222 - Delayed Tax Collections	0.00	0.00	0.00	0.0%
43430 - Exempt Computer Aid	0.00	0.00	0.00	0.0%
Total Income	-578,949.85	1,123,124.00	-1,702,073.85	-51.5%
Cost of Goods Sold				
5000 - Cost of Goods Sold	0.00	0.00	0.00	0.0%
Total COGS	0.00	0.00	0.00	0.0%
Gross Profit	-578,949.85	1,123,124.00	-1,702,073.85	-51.5%
Expense				
Adopt-A-Town Road	0.00	0.00	0.00	0.0%
Animal Warden				
Animal Warden Wages	120.00	500.00	-380.00	24.0%
Dog Kennel Expense	0.00	0.00	0.00	0.0%
Dog License to County	0.00	700.00	-700.00	0.0%
Mileage & Expenses	92.80	300.00	-207.20	30.9%

TOWN OF OSCEOLA
Profit & Loss Budget vs. Actual
January 1 through April 7, 2022

	Jan 1 - Apr 7, 22	Budget	\$ Over Budget	% of Budget
Animal Warden - Other	0.00	0.00	0.00	0.0%
Total Animal Warden	212.80	1,500.00	-1,287.20	14.2%
Assessment of Property	0.00	0.00	0.00	0.0%
Assessment Audit	15,888.00	39,720.00	-23,832.00	40.0%
Assessor's Contract	0.00	200.00	-200.00	0.0%
Publications	0.00	0.00	0.00	0.0%
Supplies	0.00	0.00	0.00	0.0%
Assessment of Property - Other	0.00	0.00	0.00	0.0%
Total Assessment of Property	15,888.00	39,920.00	-24,032.00	39.8%
Audit Services	5,040.00	5,040.00	0.00	100.0%
Building Expenses				
Bldg Repairs & Maint	1,797.75	5,000.00	-3,202.25	36.0%
Electric Utilities	426.22	2,200.00	-1,773.78	19.4%
Gas Utilities	1,162.56	2,300.00	-1,137.44	50.5%
Insurance	0.00	1,200.00	-1,200.00	0.0%
Office Equipment	0.00	0.00	0.00	0.0%
Operating Supplies	45.98	200.00	-154.02	23.0%
Sanitation Expenses	120.00	1,000.00	-880.00	12.0%
Telephone/Internet	409.94	3,000.00	-2,590.06	13.7%
Water & Sewer Utilities	248.34	900.00	-650.66	27.7%
Building Expenses - Other	0.00	0.00	0.00	0.0%
Total Building Expenses	4,211.79	15,800.00	-11,588.21	26.7%
Building Inspection Expense	1,613.55	25,000.00	-23,386.44	6.5%
Capital Equipment				
New Equipment	16,490.31	0.00	16,490.31	100.0%
Office Equipment	2,356.95	2,000.00	356.95	117.8%
Capital Equipment - Other	0.00	0.00	0.00	0.0%
Total Capital Equipment	18,847.26	2,000.00	16,847.26	942.4%
Capital Improvement	0.00	5,000.00	-5,000.00	0.0%
Highway Cap Improve	0.00	0.00	0.00	0.0%
Capital Improvement - Other	0.00	0.00	0.00	0.0%
Total Capital Improvement	0.00	5,000.00	-5,000.00	0.0%
Clerk & Treasurer	0.00	0.00	0.00	0.0%
C/T Unemployment Ins. Claims	7,222.52	26,739.00	-19,516.48	27.0%
Clerk Wages	0.00	0.00	0.00	0.0%
Clerk/Treasurer Salary	0.00	0.00	0.00	0.0%
D-C/T Employee Health Insurance	0.00	0.00	0.00	0.0%
Deputy Clerk/Treasurer Monthly	0.00	0.00	0.00	0.0%
Dues & Training	75.00	2,000.00	-1,925.00	3.8%
Employee Health Insurance	0.00	0.00	0.00	0.0%
Employer Payroll Taxes	0.00	3,954.00	-3,954.00	0.0%
Insurance	0.00	2,500.00	-2,500.00	0.0%
Mileage & Expenses	0.00	1,800.00	-1,800.00	0.0%
Office Supplies	956.54	4,000.00	-3,041.46	24.0%
Part-Time Office Assist. Hourly	0.00	0.00	0.00	0.0%
Petty Cash	0.00	0.00	0.00	0.0%
Postage	294.36	1,200.00	-905.64	24.5%
Retirement	469.46	1,805.00	-1,335.54	26.0%
Short Term Disability	0.00	0.00	0.00	0.0%
Treasurer Wages	4,464.79	22,454.00	-17,989.21	19.9%
Treasurer/Tax Collection	1,590.78	2,500.00	-909.22	63.6%
Website & Computer Expenses	1,557.50	8,000.00	-6,442.50	19.5%
Clerk & Treasurer - Other	0.00	0.00	0.00	0.0%
Total Clerk & Treasurer	16,632.95	76,952.00	-60,319.05	21.6%
Committee Per Diems	0.00	175.00	-175.00	0.0%
Comprehensive Planning & Zoning	0.00	0.00	0.00	0.0%
Constable	0.00	0.00	0.00	0.0%
Constable Wages	0.00	0.00	0.00	0.0%
Insurance	0.00	0.00	0.00	0.0%
Mileage & Expenses	0.00	0.00	0.00	0.0%

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TOWN OF OSCEOLA
Profit & Loss Budget vs. Actual

January 1 through April 7, 2022

	Jan 1 - Apr 7, 22	Budget	\$ Over Budget	% of Budget
Supplies	0.00	0.00	0.00	0.0%
Constable - Other	0.00	0.00	0.00	0.0%
Total Constable	0.00	0.00	0.00	0.0%
Consulting Fees	0.00	0.00	0.00	0.0%
Debt Service	0.00	425.00	-425.00	0.0%
Building Loan	0.00	0.00	0.00	0.0%
Fire Station Interest Payment	0.00	0.00	0.00	0.0%
Fire Station Principal Payment	0.00	0.00	0.00	0.0%
Grader Lease Purchase	50,308.15	50,308.00	0.15	100.0%
Interest Expense	0.00	0.00	0.00	0.0%
Debt Service - Other	0.00	0.00	0.00	0.0%
Total Debt Service	50,308.15	50,308.00	0.15	100.0%
Dog Licenses to County	0.00	0.00	0.00	0.0%
Elections	0.00	0.00	0.00	0.0%
Annual Machine Fees	228.00	1,000.00	-772.00	22.8%
Employer Payroll Taxes	0.00	0.00	0.00	0.0%
Publications	717.60	560.00	157.60	128.1%
Supplies	41.65	3,000.00	-2,958.35	1.4%
Wages	3,006.57	5,000.00	-1,993.43	60.1%
Elections - Other	0.00	0.00	0.00	0.0%
Total Elections	3,993.82	9,560.00	-5,566.18	41.8%
FC/MFC Aid to County	0.00	0.00	0.00	0.0%
Gopher Bounty Expenses	200.00	1,800.00	-1,600.00	11.1%
Illegal Taxes Refunded	0.00	0.00	0.00	0.0%
Legal Fees	0.00	0.00	0.00	0.0%
Court Prosecutor	0.00	0.00	0.00	0.0%
Joint Municipal Court Expense	0.00	0.00	0.00	0.0%
Municipal	323.75	9,000.00	-8,676.25	3.6%
Other/Background Checks	0.00	100.00	-100.00	0.0%
Legal Fees - Other	0.00	0.00	0.00	0.0%
Total Legal Fees	323.75	9,100.00	-8,776.25	3.6%
Local Cemetary Funding	0.00	2,000.00	-2,000.00	0.0%
Mobile Home Settlements	0.00	0.00	0.00	0.0%
MH Fees to Schools	0.00	0.00	0.00	0.0%
MH Lottery Credit to Schools	0.00	0.00	0.00	0.0%
Mobile Home Settlements - Other	0.00	0.00	0.00	0.0%
Total Mobile Home Settlements	0.00	0.00	0.00	0.0%
Park Expenses	0.00	0.00	0.00	0.0%
Horse Lake Project Expenses	0.00	0.00	0.00	0.0%
Lake Renovation Expenses	0.00	0.00	0.00	0.0%
Park Expense/Capital	0.00	0.00	0.00	0.0%
Park Expenses - Misc & Other	0.00	4,400.00	-4,400.00	0.0%
Sand Lake Project Exp	0.00	0.00	0.00	0.0%
Park Expenses - Other	0.00	0.00	0.00	0.0%
Total Park Expenses	0.00	4,400.00	-4,400.00	0.0%
Payroll Expenses	3,475.45	0.00	3,475.45	100.0%
Planning Commission	108.00	1,440.00	-1,332.00	7.5%
Computer/Emails	0.00	92.00	-92.00	0.0%
Employer Payroll Taxes	0.00	0.00	0.00	0.0%
Per Diems	0.00	0.00	0.00	0.0%
Planning Commission	0.00	1,200.00	-1,200.00	0.0%
Per Diems - Other	0.00	0.00	0.00	0.0%
Total Per Diems	0.00	1,200.00	-1,200.00	0.0%
Postage Office Supplies & Pub	0.00	100.00	-100.00	0.0%
Publications	0.00	200.00	-200.00	0.0%
Planning Commission - Other	0.00	0.00	0.00	0.0%
Total Planning Commission	108.00	3,032.00	-2,924.00	3.6%

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TOWN OF OSCEOLA

Profit & Loss Budget vs. Actual

January 1 through April 7, 2022

	Jan 1 - Apr 7, 22	Budget	\$ Over Budget	% of Budget
Public Safety				
Ambulance Contract (Osceola)	0.00	28,027.00	-28,027.00	0.0%
Ambulance Contract (St. Croix)	4,734.00	4,930.00	-196.00	96.0%
Ambulance Contracts	0.00	0.00	0.00	0.0%
Ambulance Grant Monies Expense	0.00	0.00	0.00	0.0%
Contracted Police	0.00	0.00	0.00	0.0%
Fire Department Contract	73,292.02	146,584.00	-73,291.98	50.0%
Fire Dues to Department	0.00	13,700.00	-13,700.00	0.0%
Joint Municipal Court Expense	0.00	0.00	0.00	0.0%
Law Enforcement Contract	0.00	0.00	0.00	0.0%
Neighborhood Watch Program	0.00	0.00	0.00	0.0%
Public Safety - Other	0.00	0.00	0.00	0.0%
Total Public Safety	78,026.02	193,241.00	-115,214.98	40.4%
Public Works				
Adopt-A-Town Road	0.00	100.00	-100.00	0.0%
Capital Highway Equipment	8,000.00	50,000.00	-42,000.00	16.0%
Capital Highway Outlay	0.00	0.00	0.00	0.0%
Dues & Training	110.00	300.00	-190.00	36.7%
Employer Payroll Taxes	0.00	6,611.00	-6,611.00	0.0%
Engineering/Project Mgmt	0.00	500.00	-500.00	0.0%
Equipment Repairs & Maintenance	2,808.53	8,000.00	-5,191.47	35.1%
Fuel	5,251.89	17,000.00	-11,738.11	31.0%
Garage Expenses	477.27	3,500.00	-3,022.73	13.6%
Highway Construction	0.00	420,331.00	-420,331.00	0.0%
Insurance	622.56	10,000.00	-9,377.44	6.2%
Part-Time PW Wages	4,720.20	23,468.00	-18,747.80	20.1%
PW Cell Phone	248.66	1,200.00	-951.34	20.7%
Retirement	1,173.47	4,362.00	-3,188.53	26.9%
Road Maintenance & Repair	13,221.10	25,000.00	-11,778.90	52.9%
Short Term Disability	0.00	540.00	-540.00	0.0%
Supervisor PW Wages	0.00	0.00	0.00	0.0%
Employee Health Insurance	17,669.30	64,620.00	-46,950.70	27.3%
Supervisor PW Wages - Other	0.00	0.00	0.00	0.0%
Total Supervisor PW Wages	17,669.30	64,620.00	-46,950.70	27.3%
Unemployment	0.00	0.00	0.00	0.0%
Public Works - Other	0.00	0.00	0.00	0.0%
Total Public Works	54,312.98	635,532.00	-581,219.02	8.5%
Reserve for Contingencies	0.00	15,000.00	-15,000.00	0.0%
State Loan Pmt. to D.O.G.	0.00	0.00	0.00	0.0%
Tax Refunds & Reimbursements	0.00	0.00	0.00	0.0%
Returned Tax Deposit	0.00	0.00	0.00	0.0%
Tax Refunds & Reimbursements - Other	4,628.69	0.00	4,628.69	100.0%
Total Tax Refunds & Reimbursements	4,628.69	0.00	4,628.69	100.0%
Tax/Lottery Cr Settlements				
PILT payment	0.00	0.00	0.00	0.0%
Tax Credit to County	0.00	0.00	0.00	0.0%
Tax/Lottery Cr to County	0.00	0.00	0.00	0.0%
Tax/Lottery Cr to Schools	0.00	0.00	0.00	0.0%
Tax/Lottery Cr to VOTech	0.00	0.00	0.00	0.0%
Tax/Lottery Cr Settlements - Other	0.00	0.00	0.00	0.0%
Total Tax/Lottery Cr Settlements	0.00	0.00	0.00	0.0%
Town Board				
Board Salaries	2,625.03	17,500.00	-14,874.97	15.0%
Computer/Email	72.00	1,200.00	-1,128.00	6.0%
Dues & Training	101.62	1,000.00	-898.38	10.2%
Employer Payroll Taxes	0.00	2,300.00	-1,339.00	0.0%
Insurance	0.00	2,300.00	-2,300.00	0.0%
Mileage & Expenses	0.00	0.00	0.00	0.0%
Office Supplies	40.00	1,000.00	-960.00	0.0%
Publications	142.40	3,000.00	-2,857.60	4.7%
Town Board - Other	0.00	0.00	0.00	0.0%

19

TOWN OF OSCEOLA
 Profit & Loss Budget vs. Actual

January 1 through April 7, 2022

	Jan 1 - Apr 7, 22	Budget	\$ Over Budget	% of Budget
Total Town Board	2,981.05	27,339.00	-24,357.95	10.9%
Uncategorized Expenses	0.00	0.00	0.00	0.0%
Withdrawal Pymnts to County	0.00	0.00	0.00	0.0%
51920 - Judgements and Losses	0.00	0.00	0.00	0.0%
66900 - Reconciliation Discrepancies (Discrepancies between bank statements and company records)	0.00	0.00	0.00	0.0%
Total Expense	260,804.27	1,123,124.00	-862,319.73	23.2%
Net Income	-839,754.12	0.00	-839,754.12	100.0%

HIGHLIGHTS OF CLERK ACTIVITIES DONE THIS MONTH:

MARCH:

TASKS	#	FURTHER COMMENTS
Resolutions		
Ordinances/Resolutions	3	Chapter 8: driveway permit approvals Chapter 2: governing body (draft) Use of virtual meeting equipment
	1	Resolutions: Confirming Town Board meeting time
Building Permits	3	Alterations to existing property
	1	New construction (no driveway; rebuild cabin on existing lot)
Driveway Permits	1	With new construction Stand Alone
Meetings and Minutes	3	3/7 Regular Town Board Meeting(TBM) 3/22 Regular Plan Commission Meeting (agenda/packet dissemination and posting only) 3/24 Special Town Board Meeting(STBM) Prep for 4/11 TBM Prep for 4/19 Annual Mtg
Public Records Requests	1	Clerk/Treasurer Hours: 6/1/21-3/18/22
Employee Changes		
Ads	5	Voting by Absentee Ballot Spring Election Key Dates Temporary Weight Restrictions Public Test of Voting Equipment Annual Town Meeting
Town's Web Page (and Town Facebook site)		Updated: Meeting Notices and Minutes Driveway Permit Application Chapter 8 Ordinance Elections: Key Dates and Notices
Form Updates		
Public Walk-in/calls		burning permits
Training		
Elections		<ul style="list-style-type: none"> • Gearing up for April 5 Election Day: <ul style="list-style-type: none"> ○ Held in-house voter equipment and write-in training sessions ○ Sending out of absentee ballots and tracking them in WisVote ○ In-person voter registrations and absentee ballot process ○ Public test of voter equipment <p>Assisting me with questions have been Shabana (at County), Cindy Thorman, the WEC, and WTA.</p>
Miscellaneous		Main Town Hall, Bathrooms, Kitchenette Area Interior Painting Completed
Preparations		Liquor Licenses Board of Review

Lakefront Lawn & Dock Services LLC

Tyler Dye
1913 State Road 35
Somerset WI, 54025



22

715-294-0016

Lakefront.service1@gmail.com

2022 Lawn Mowing Bid

Service Addresses

1. Dwight Lake Landing \$30 / time
2. Sand Lake Landing - \$50 / time
3. Town of Osceola Hall - \$40 / time

Total: \$120 per time for all 3

We treat every property like it is our own. You will be satisfied with every service that we have to offer.

Lawn gets mowed once a week or every other week depending on the growth of grass starting spring of 2022, until fall of 2022.

Price does not include spring or fall clean up or trimming of any trees or bushes. Services available starting at \$50/hr.

RECEIVED 24
MAR 28 2022
TOWN OF OSCEOLA

Mallin Lawn Care/Landscaping

Adam Mallin

Weekly mowing:

\$150.00 per service > 516 E Ave N > Dwight Lake > Sand Lake

Services Include:

- Mowing
- Weed whipping
- Leaf blowing
- Landscaping is available is requested or services needed

If there are any questions, give me a call at 715-417-2956 or email at mallinfarms@icloud.com.

Clerk

From: White Pine Property Management <no-reply@yardbook.com>
Sent: Sunday, March 27, 2022 7:07 PM
To: Clerk
Cc: jeremyhall@frontier.com
Subject: Estimate #2483 (White Pine Property Management)
Attachments: Estimate_num_2483.pdf

Hello Todd ,

Here is an estimate for the requested service.

Please contact me at (715) 553-2867 if you have any questions.

Thanks,

Jeremy Hall

[View Estimate](#)

Let us know how we're doing. [Take a short survey.](#)

If you would like to unsubscribe [click here.](#)

ESTIMATE

White Pine Property Management

2145 Fairgrounds Rd
St. Croix Falls, WI 54024
(715) 553-2867

To:
Town of Osceola
516 E Ave N
Dresser , WI 54009

Estimate # 2483
Estimate Date 03/14/2022
Total Amount \$205.00

Item		Quantity	Price	Tax1	Line Total
Grass Cutting	516 E Ave N	1.0	\$40.00 / Per cutting		\$40.00
Lawn Care - Fertilize & Treat Lawn	516 E Ave N	1.0	\$75.00		\$75.00
Grass Cutting	Dwight Lake	1.0	\$30.00 / Per cutting		\$30.00
Grass Cutting	Sand Lake	1.0	\$60.00 / Per cutting		\$60.00

Subtotal: \$205.00
Tax: \$0.00
Past Due Amount: \$0.00
Total Amount: \$205.00

Notes

Summer 2022 Lawn Care

Please review bid for Summer 2022 lawn care. Fertilization and pre emergent application is an option and can be removed from bid if so desired. I would recommend two applications to the front lawn at the town hall. The first application would include a pre emergent herbicide application and fertilization and the second application would include a post emergent application and fertilization.

March 29th, 2022

2022 quote for lawn mowing.

Town Of Osceola

Sand Lake Beach \$80 per time

Dwight Lake Beach \$35 per time

Osceola Town Hall \$45 per time

All lawns would be mowed regularly, usually weekly. Payments would be once monthly with a net of 10 days.

A certificate of insurance will be sent upon request.

Thanks

Eric Willey

Willey's Lawn

2212 30th Ave

Osceola, WI 54020

715-417-0514 Cell

TOWN OF OSCEOLA
Polk County, Wisconsin
www.townofosceola.com

April 11, 2022

Jason Kjeseth
Polk County Zoning Administrator
Land Information Department
100 Polk County Plaza, Suite 130
Balsam Lake, WI 54810

Subject: Town of Osceola Ordinances Overriding County Zoning

Dear Jason:

It has come to the attention of the Town of Osceola Board of Supervisors, as well as the even newer Plan Commission, there are Town Ordinances that conflict and technically override the established policies and practices of your group (Polk County Zoning) as a department of Environment Services.

These ordinances apply to minor sub-divisions and land use of properties adjacent to Town Roads. More specifically, properties where driveway permits are required and issued by the Town (either by the Town Board or by Public Works). Private roads and County roads are exempt from the application of the following:

ORDINANCE # 22-01-03
Chapter 8 Public Works
Town of Osceola Code of Ordinances

8.03 ACCEPTANCE OF ROADS

C. Information Required

(3) CONSTRUCTION

(A) No land grading or site preparation, alteration of drainage ways, waterways or water features, or commencing the construction of any roads, ditches, ponds, swales, drainage ways or the like, shall occur prior to the Town Board approval of the preliminary plat or preliminary certified survey map and a signed Developers Agreement [in the case of a sub-division] if required by the Town Board.

(C) No building permit shall be issued for any lot until all the requirements of this Chapter have been satisfied.

(4) PROCEDURES FOR TOWN BOARD REVIEW AND APPROVAL OF FINAL SUBDIVISION PLANS

(H) Building Permits and/or Driveway Permits shall be denied for any lots adjoining a newly constructed Town Road or Private Road that is not in compliance with Town Road Standards and Requirements.

8.05 DRIVEWAYS

(2) MINIMUM REQUIREMENTS. All new driveways proposed to be installed, or any driveway alleged to be existing and serving open land without improvements and proposed to be converted to a driveway to serve one or more structures which enters an existing or proposed Town Road, shall be subject to an inspection fee as established by the Town Board, to be paid to the Town of Osceola, prior to

the start of any new construction of a new driveway, and prior to Polk County issuing a Sewer Permit or Land Use Permit. An approved preliminary driveway permit shall be issued by the Town of Osceola, which is conditional on the final driveway permit installation receiving approval, before any such permit can be issued. (A) The applicant who may be the owner, agent, or contractor shall submit a location construction plan showing the specifications including grade, slope, width and length of the driveway and erosion control procedures.

(A) Preliminary authorization for a driveway is subject to the approval of an official from the Town Board or Public Works, and when so approved, the official shall notify the Polk County Zoning office.

(6) APPLICATION AND APPROVAL. Every effort will be made by the Town of Osceola to assist with the application, inspection, and both preliminary and final approvals of driveways within forty-eight (48) hours. The Polk County Zoning Office WILL NOT issue any permits until an authorized representative of the Town of Osceola has signed the preliminary approval section of the Driveway Permit Application.

In summary, we respectfully request the Polk County Zoning office to abide by these Ordinances which are more restrictive and supersede the general understanding that the Town of Osceola "follows County Zoning."

Please advise you have received and understand this request. Otherwise, we expect you to document your questions, concerns, and or comments to this Board of Supervisors at the earliest possible date.

Thank you.

Sincerely,

Town of Osceola Board of Supervisors

Dale Lindh, Chair

Jon Cronick, Supervisor

Jo Everson, Supervisor

Neil Gustafson, Supervisor

516 East Avenue North
P. O. Box 216
Dresser, WI 54009-0216
Office: 715-755-3060

TOWN OF OSCEOLA

Polk County, Wisconsin

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MAR 22 2022
TOWN OF OSCEOLA

30

Cemetery Fund Request Application

To receive funds from the Town, this form must be completed and signed to receive consideration for the Town of Osceola Cemetery Aid assistance. Return the completed and signed application and all other required documentation* by April 1st of the calendar year in which you are applying for funding to the Town as noted below. You will be notified on the decision reached regarding your application pending Town Board approval.

Town of Osceola
516 East Avenue North
P.O. Box 216
Dresser, WI 54009-0216
Email: clerk@townofosceola.com

Name of Cemetery: Bethesda Cemetery

Cemetery Street Address: 1947 110th Ave

Cemetery City/State/Zip: Dresser, WI 54009

State main reasons desired aid assistance is needed (such as general seasonal maintenance, special monetary upgrades needed, lack of other available assistance/resources, etc.):

See attached letter.

*Provide documentation to support aid request (such as the past two years of cemetery maintenance expenditures/receipts, high-level financials of cemetery organization, etc.).

Cemetery Contact Name/Organization: Stacey Cunningham - secretary

Cemetery Contact Phone # and Email: 715-417-2706

maxlivproperties@gmail.com

Bethesda Cemetery Associaton

1947 110th Avenue
Dresser, WI 54009

20th March 2022

Town Of Osceola

516 East Avenue North
PO Box 216
Dresser, WI 54009

To Whom It May Concern,

The Bethesda Cemetery Association wishes to request funds from the Town Of Osceola. A new cemetery board was elected in May 2021 as Roger Campbell had been running it for several years and stepped down from this position. Unfortunately, Mr. Campbell passed away and the current cemetery board members do not have access to bank account information prior to June 2021. From June 2021 until December 2021 the Bethesda Cemetery accrued expenses in the amount of \$1, 695.00. The cemetery had deposits during that time in the amount of \$6, 965.00. The cemetery bank account balance at the end of 2021 was \$9, 118.32.

During 2021, the majority of the funds used were to pay for lawn maintenance of the cemetery. We expect this cost to increase this year as last year was extremely dry and the current cost of fuel as well as services has increased. There are also several maintenance projects that need to be completed including brush clean up, cutting down dead trees, possible leveling and maintenance of headstones, and office supplies. The newly elected board was very conservative in the spending of cemetery money during 2021, but realize there are many projects that need to be completed in the future.

Please direct future correspondence to the above address at Bethesda Lutheran Church. Feel free to contact Stacey Cunningham, Secretary, at 715-417-2706. Thank you for your consideration of this matter.

Sincerely,



Stacey Cunningham

Secretary

Sheet1

check number	date	description	withdrawal	deposit	balance
		OPENING BALANCE			\$3,848.32
730	06/06/21	Kevin Hanel (May mowing)	\$490.00		\$3,358.32
731	06/15/21	Todd Cunningham (grave mark and dig - cremation)	\$75.00		\$3,283.32
DEPOSIT	06/16/21	#832 donation (\$75), envelope donations (see red folder)		\$860.00	\$4,143.32
732	07/11/21	Kevin Hanel (June mowing)	\$270.00		\$3,873.32
DEPOSIT	07/16/21	envelope donations (see red folder)		\$290.00	\$4,163.32
DEPOSIT	08/03/21	envelope donations (see red folder), 2 grave markings		\$950.00	\$5,113.32
733	08/30/21	Kevin Hanel (August mowing)	\$160.00		\$4,953.32
734	10/10/21	Kevin Hanel (September mowing)	\$540.00		\$4,413.32
DEPOSIT	10/11/21	Grandstrand (\$150, \$150), Campbell donation (\$20), Peterson plots (Nort		\$1,445.00	\$5,858.32
735	11/07/21	Kevin Hanel (October mowing)	\$160.00		\$5,698.32
DEPOSIT	11/09/21	Donations (\$20 cash, \$200 Darel Getchel)		\$220.00	\$5,918.32
DEPOSIT	11/10/21	Dale Johnsen donation		\$50.00	\$5,968.32
DEPOSIT	11/19/21	Helen Baxter - 5 plot purchase (south cemetery)		\$2,500.00	\$8,468.32
DEPOSIT	12/29/21	Town of Osceola - \$500 / Grandstrand (Mildred Anderson) \$150		\$650.00	\$9,118.32
DEPOSIT	01/28/22	2022 designated donations made to Bethesda Lutheran		\$272.00	\$9,390.32

Pleasant Prairie Cemetery Association

Mary Robins/ Sec/Treas

162 147th St.

Deer Park, WI 54007

612 749-5848

March 23, 2022

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MAR 29 2022
TOWN OF OSCEOLA

Town of Osceola/ Clerk

Dear Denise,

Enclosed is the request for funding for the cemetery and some documentation. Our fiscal year is April 1st to May 31st

The 'dig fees' are sent to us from the funeral home and then that amount is sent to our grave digger, Scott Hasselquist for full burials and to Bill Robins for cremation burials. I enclosed a copy of our check book payments for maintenance. Mowing and trimming is done by Troy Dvorak. Meyer Tree Service is our professional 'go to' company for work too much for volunteers or Troy to handle.

Our income is from the sale of plots whenever needed (\$400 each). We have one \$20,000 CD that matures on April 9, 2023.

If you need more information, please let me know.

Mary Robins

Cemetery Fund Request Application

To receive funds from the Town, this form must be completed and signed to receive consideration for the Town of Osceola Cemetery Aid assistance. Return the completed and signed application and all other required documentation * by April 1st of the calendar year in which you are applying for funding to the Town as noted below. You will be notified on the decision reached regarding your application pending Town Board approval.

Town of Osceola
516 East Avenue North
P.O. Box 216
Dresser, WI 54009-0216
Email: clerk@townofosceola.com

Name of Cemetery: Pleasant Prairie Cemetery

Cemetery Street Address: County Rd M and

Cemetery City/State/Zip: Osceola, WI 54020

State main reasons desired aid assistance is needed (such as general seasonal maintenance, special monetary upgrades needed, lack of other available assistance/resources, etc.):

Maintenance (mowing, trimming, tree removal, traprock for driveway)

*Provide documentation to support aid request (such as the past two years of cemetery maintenance expenditures/receipts, high-level financials of cemetery organization, etc.).

Cemetery Contact Name/Organization: Mary Robins / Secretary / Treasurer

Cemetery Contact Phone # and Email: 612-749-5848

mary44robinse@gmail.com

Enclosed: the updated reports from what I sent in Dec. of 2021.

Pleasant Prairie checking - C:\ACEMONEY-DATA\steves_2018_checking-2020-11-01.amk - AceMoney

Num	Date	Payee	Category	Withdrawal	Deposit	Total
	05/31/2020					157.57
transfer	06/26/2020	PPC/checking	transfer		1000.00	1157.57
3052	06/26/2020	Troy Dvorak	maintenance	980.00		177.57
deposit	07/07/2020	PPC	transfer		1000.00	1177.57
3053	08/06/2020	Scott Hasselquist	dig fee	400.00		777.57
transfer	08/10/2020	PPC	transfer		1000.00	1777.57
3054	08/10/2020	Troy Dvorak	maintenance	1600.00		177.57
transfer	08/24/2020	PPC	transfer		500.00	677.57
3055	08/25/2020	Troy Dvorak	maintenance	480.00		197.57
transfer	10/20/2020	PPC	transfer		1000.00	1197.57
3056	10/20/2020	Scott Hasselquist	dig fee	400.00		797.57
transfer	11/27/2020	PPC	transfer		1000.00	1797.57
3057	11/27/2020	Troy Dvorak	maintenance	1155.00		642.57
3058	03/29/2021	Bill Robins	maintenance	100.00		542.57
transfer	04/09/2021	PPC	transfer		2000.00	2542.57
3059	04/09/2021	Scott Hasselquist	dig fee	400.00		2142.57
3060	05/04/2021	Bill Robins	maintenance	79.43		2063.14
3061	05/04/2021	Troy Dvorak	maintenance	720.00		1343.14
3062	07/10/2021	Bill Robins	dig fee	150.00		1193.14
3063	07/16/2021	Troy Dvorak	maintenance	1120.00		73.14
transfer	08/17/2021	PPC	transfer		1400.00	1473.14
3064	08/18/2021	Meyer Tree Service	maintenance	949.50		523.64
3065	08/27/2021	Scott Hasselquist	dig fee	400.00		123.64
transfer	10/09/2021	PPC	transfer		400.00	523.64
3066	10/09/2021	Scott Hasselquist	dig fee	400.00		123.64
transfer	11/23/2021	PPC	transfer		500.00	623.64
3067	11/23/2021	Scott Hasselquist	dig fee	400.00		223.64
transfer	11/26/2021	PPC	transfer		400.00	623.64
3068	11/26/2021	Scott Hasselquist	dig fee	400.00		223.64
transfer	12/03/2021	PPC	transfer		200.00	423.64
transfer	12/03/2021	PPC	transfer		2240.00	2663.64
3069	12/03/2021	Scott Hasselquist	dig fee	200.00		2463.64
3070	12/05/2021	Troy Dvorak	maintenance	2240.00		223.64
deposit	02/25/2022	PPC	Lot purchase		400.00	623.64
3071	03/21/2022	Phil Meath	maintenance	50.00		573.64

Pleasant Praire savings - C:\ACEMONEY-DATA\steves_2018_checking-2020-11-01.amk - AceMoney

Num	Date	Payee	Category	Withdrawal	Deposit	Total
	04/05/2020		starting balance			7669.32
deposit	04/07/2020	PPC	Lot purchase		400.00	8069.32
deposit	04/07/2020	PPC	gift-donation		300.00	8369.32
interest / dividend	04/30/2020	PPC	interest		3.04	8372.36
interest / dividend	05/31/2020	PPC	interest		1.78	8374.14
transfer	06/26/2020	PPC/checking	transfer	1000.00		7374.14
interest / dividend	06/30/2020	PPC	interest		1.69	7375.83
transfer	07/07/2020	PPC/checking	transfer	1000.00		6375.83
interest / dividend	07/31/2020	PPC	interest		1.39	6377.22
deposit	08/10/2020	PPC	Veteran reimbursement		82.00	6459.22
deposit	08/10/2020	PPC	dig fee		650.00	7109.22
transfer	08/10/2020	PPC/checking	transfer	1000.00		6109.22
deposit	08/13/2020	PPC	deposit		750.00	6859.22
transfer	08/24/2020	PPC/checking	transfer	500.00		6359.22
interest / dividend	08/31/2020	PPC	interest		1.38	6360.60
interest / dividend	09/30/2020	PPC	interest		1.31	6361.91
deposit	10/05/2020	PPC	Lot purchase		800.00	7161.91
deposit	10/20/2020	PPC	dig fee		650.00	7811.91
transfer	10/20/2020	PPC/checking	transfer	1000.00		6811.91
interest / dividend	10/31/2020	PPC	interest		1.47	6813.38
transfer	11/27/2020	PPC/checking	transfer	1000.00		5813.38
interest / dividend	11/30/2020	PPC	interest		1.37	5814.75
	12/03/2020					5814.75
interest / dividend	12/31/2020	PPC	interest		1.23	5815.98
interest / dividend	01/31/2021	PPC	interest		1.23	5817.21

interest / dividend	02/28/2021	PPC	interest		1.12	5818.33
interest / dividend	03/31/2021	PPC	interest		1.24	5819.57
deposit	04/09/2021	PPC	dig fee		650.00	6469.57
transfer	04/09/2021	PPC/checking	transfer	2000.00		4469.57
deposit	04/10/2021	PPC	deposit		6345.95	10815.52
deposit	04/17/2021	PPC	gift-donation		300.00	11115.52
interest / dividend	04/30/2021	PPC	interest		1.58	11117.10
interest / dividend	05/31/2021	PPC	interest		1.89	11118.99
interest / dividend	06/30/2021	PPC	interest		1.83	11120.82
deposit	07/02/2021	PPC	dig fee		300.00	11420.82
deposit	07/22/2021	PPC	transfer fee		150.00	11570.82
interest / dividend	07/31/2021	PPC	interest		1.95	11572.77
deposit	08/17/2021	PPC	Lot purchase		550.00	12122.77
transfer	08/17/2021	PPC/checking	transfer	1400.00		10722.77
deposit	08/26/2021	PPC	dig fee		650.00	11372.77
interest / dividend	08/31/2021	PPC	interest		1.92	11374.69
deposit	09/21/2021	PPC	Veteran reimbursement		82.00	11456.69
interest / dividend	09/30/2021	PPC	interest		1.87	11458.56
deposit	10/09/2021	PPC	dig fee		650.00	12108.56
transfer	10/09/2021	PPC/checking	transfer	400.00		11708.56
interest / dividend	10/31/2021	PPC	interest		1.98	11710.54
transfer	11/23/2021	PPC/checking	transfer	500.00		11210.54
transfer	11/26/2021	PPC/checking	transfer	400.00		10810.54
deposit	11/30/2021	PPC	dig fee		650.00	11460.54
interest / dividend	11/30/2021	PPC	interest		1.90	11462.44
deposit	12/03/2021	PPC	dig fee		850.00	12312.44
transfer	12/03/2021	PPC/checking	transfer	2240.00		10072.44

transfer	12/03/2021	PPC/checking	transfer	200.00		9872.44
deposit	12/20/2021	PPC	Lot purchase		400.00	10272.44
deposit	12/24/2021	PPC	Lot purchase		800.00	11072.44
deposit	12/24/2021	PPC	maintenance/Town of Osceola		750.00	11822.44
deposit	12/31/2021	PPC	interest		1.79	11824.23
deposit	01/31/2022	PPC	interest		2.01	11826.24
deposit	02/07/2022	PPC	Lot purchase	800.00		11026.24
deposit	02/28/2022	PPC	interest		1.91	11028.15

516 East Avenue North
P. O. Box 216
Dresser, WI 54009-0216
Office: 715-755-3060

TOWN OF OSCEOLA

Polk County, Wisconsin

Cemetery Fund Request Application

To receive funds from the Town, this form must be completed and signed to receive consideration for the Town of Osceola Cemetery Aid assistance. Return the completed and signed application and all other required documentation* by April 1st of the calendar year in which you are applying for funding to the Town as noted below. You will be notified on the decision reached regarding your application pending Town Board approval.

Town of Osceola
516 East Avenue North
P.O. Box 216
Dresser, WI 54009-0216
Email: clerk@townofosceola.com

Name of Cemetery: Sand Lake Cemetery
Cemetery Street Address: Burch Lane
Next to Sand Lake Beach and Boat landing
Cemetery City/State/Zip: Dresser WI 54009
State main reasons desired aid assistance is needed (such as general seasonal maintenance, special monetary upgrades needed, lack of other available assistance/resources, etc.):
General Seasonal Maintenance

*Provide documentation to support aid request (such as the past two years of cemetery maintenance expenditures/receipts, high-level financials of cemetery organization, etc.).

Cemetery Contact Name/Organization: Barb Williamson Treas
Cemetery Contact Phone # and Email: 715-755-2544
leebarbwilliams@centurytel.net

January 2020

Janu

Beginning Balance \$1794.68

Expenses			
5-1-20	Safe Deposit Box Rent	15 00	1-3-20
5/23/20	Mowing x2 Lee Williamson	200 00	2-4-20
6/29/20	Mowing x 3 - Lee Williamson	300 00	3-4-20
6/29/20	Supplies - ^{Top soil, grass seed} tumble line Ant killer	67 84	3-31-2
7/31/20	Mow x2	200 00	5-4-20
7/31/20	Stump Grinding + supplies	229.00	5-4-20
8/31/20	Mowing x 3	300 00	5-7-20
10/19/20	Mowing x4	400 00	6-1-20 1
			4-3-20
1-24-2021	Beginning Balance	1794.68	5-4-20 1
	Income	+ 2098.72	6-4-20
		3893.40	6-30-20
	Expenses	- 1,711 84	7-22-20
		2181.56	8-12-20
			7-3-20
	Checking	245 27	8-4-20
	Savings	1936.29	9-4-20
			9-30-20
	Expenses		12-10-2
	Mowing	1400 00	10-2-21
	Supplies	67 84	11-4-20
	Stump Grinding	229.00	12-4-20
	Safe Deposit Box	15 00	12-31-2
	Income		
	Lot sale	250 00	
	Gifts	650 00	
	Town of Osceola	750 ~	
	Polk Co. Vet Care	98 00	
	Burial - ^{Williamson - White} Funeral Home	300 00	
	Saving Int	1.15	
	CD Int	49 57	

Income

1-3-20	CD Int	4 20
2-4-20	CD Int	4 20
3-4-20	CD Int	3 93
3-31-20	Savings Int	28
5-4-20	Gift = Pamela Cantley	250 00
5-4-20	Gift = Faye Cantley	200 00
5-7-20	Gift - Mavis Culver	200 00
6-1-20	Vet Care from Polk County	98 00
4-3-20	CD Int	4 20
5-4-20	CD Int	4 06
6-4-20	CD Int	4 20
6-30-20	Savings Int	28
7-22-20	Lot # 155 Audrey Johnson	250 00
8-12-20	Town of Osceola - Maintenance	750 00
7-3-20	CD Interest	4 06
8-4-20	CD Interest	4 20
9-4-20	CD Interest	4 20
9-30-20	Savings Int	29
12-10-20	Williamson-White Funeral Home - Charles Siltbey Burial	300 00
10-2-20	CD Int	4 06
11-4-20	CD Int	4 20
12-4-20	CD Int	4 06
12-31-20	Savings Int	30

January 2020

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Checking Account 10050331

\$209.11

5-1-20	Rent Safe Deposit Box		15 00	194 11	1-3-20
5-4-20	Deposit Gifts Pam Cantley 250 ⁰⁰ Faye Cantley 200 ⁰⁰		450 00	644 11	2-4-20
5-7-20	Deposit - Gift Mavis Culva		200 00	844 11	3-4-20
5-23-20	Lee Williamson ck# 5019	-	200 00	644 11	3-31-20
6-1-20	Polk Co Vet Care	+	98 00	742 11	4-3-20
6-29-20	Lee Williamson ck# 5020	-	367 84	374 27	5-4-20
7-22-20	Dep = Audrey Johnson Lot # 155		250 00	624 27	6-4-20
7/31/20	Lee Williamson ck# 5021		429 00	195 27	6-30-20
8-12-20	Dep - Town of Osceola		750 00	945 27	7-3-20
8/31/20	Lee Williamson ck# 5022		300 00	645 27	8-4-20
10/19/20	Lee Williamson ck# 5023		400 00	245 27	9-4-20
					9-30-20
					12-10-20
					10-2-20
					11-4-20
					12-4-20
					12-31-20

209.11

Savings Account 100208341

\$1585.57

194	11	1-3-20	CD Interest	4	20	1589	77	43
644	11	2-4-20	CD Interest	4	20	1593	97	
844	11	3-4-20	CD Interest	3	93	1597	90	
644	11	3-31-20	Savings Interest		28	1598	18	
742	11	4-3-20	CD Interest	4	20	1602	38	
374	27	5-4-20	CD Interest	4	06	1606	44	
624	27	6-4-20	CD Interest	4	20	1610	64	
95	27	6-30-20	Savings Interest		28	1610	92	
45	27	7-3-20	CD Interest	4	06	1614	98	
45	27	8-4-20	CD Interest	4	20	1619	18	
145	27	9-4-20	CD Interest	4	20	1623	38	
		9-30-20	Savings Int		29	1623	67	
		12-10-20	Williamson-White Funeral Home - Charles Seltberg Burial	300	00	1923	67	
		10-2-20	CD Int	4	06	1927	73	
		11-4-20	CD Int	4	20	1931	93	
		12-4-20	CD Int	4	06	1935	99	
		12-31-20	Saving Int		30	1936	29	

January 2021

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Beginning Balance \$ 2181.56

Expenses

6-1-21	Lee Williamson - May mowing, - Tree Clean up, Spring Clean up - supplies	643.88	4-23-21 6-1-21
4-31-21	Safe Deposit Box	15.00	6-1-21
7-28-21	Lee Williamson ^{June-July} Mowing	400.00	1-4-21
9-22-21	Lee Williamson - Mowing ^{Aug} Clean up ^{Sept}	400.00	2-4-21
10-31-21	Lee Williamson Mowing + Oct	400.00	3-4-21

1-16-21 Beginning Balance

2181.56

4-2-21

Income

2319.97

5-4-21

4501.53

6-4-21

Expenses

-1858.88

6-30-21

2642.65

9-3-21

9-10-21

Checking

84.39

9-13-21

Savings

2558.26

7-02-21

8-04-21

Expenses

9-03-21

Mowing

1400.00

9-30-21

Spring + Fall Clean up

300.00

10-11-21

Tree Clean up

100.00

10-30-21

Supplies

43.88

12-26-21

Lock Box Rent

15.00

10-4-21

11-4-21

Income

12-3-21

Gifts

600.00

12-31-21

Polk Co Vet Care

98.00

CD Int

20.91

Savings Int

1.06

Marking Lots for Burial

100.00

Sale of Lots

750.00

Town of Osceola

750.00

January 2021

45

Income

4-23-21	Sift: Mavis Culver	200 00
6-1-21	Sift Veda Berguam	100 00
6-1-21	Polk Co Vet Care	98 00
1-4-21	CD Int	4 20
2-4-21	CD Int	4 20
3-4-21	CD Int	1 15
3-31-21	Savings Int	33
4-2-21	CD Int	1 28
5-4-21	CD Int	1 24
6-4-21	CD Int	1 28
6-30-21	Savings Int	31
9-3-21	Dep Sift - Pamela Cantley	100 00
9-10-21	Grandstrand Funeral Home - ^{Markins} grave	50 00
9-13-21	Sift - Faye Cantley	200 00
7-02-21	CD Int	1 24
8-04-21	CD Int	1 28
9-03-21	CD Int	1 28
9-30-21	Savings Int	20
10-11-21	Kolstad Funeral Home - ^{Mark} grave	50 00
10-30-21	16m Hoverman lots 106, 107, 124	750 00
12-26-21	Town of Osceola	750 00
10-4-21	CD Interest	1 24
11-4-21	CD Interest	1 28
12-3-21	CD Interest	1 24
12-31-21	Savings Int	22

January 2021

Checking Account

100050331

\$ 245.27

Janua Savings

1-23-21	Dep - ^{Mavis} Culver	200 00	445 27	1-04-21
1-30-21	Safe Deposit Box	15 00	430 27	2-04-21
6-1-21	Dep - ^{Berguam +} poek co	198 00	628 27	3-04-21
6-1-21	From Savings Dep	600 00	1228 27	3-31-21
6-1-21	Lee Williamson Mowing, ^{supplies} cleanup #5024	643 88	584 39	6-1-21
7-28-21	Lee Williamson Mowing #5025	400 00	184 39	4-2-21
9-3-21	Dep - ^{Pamela} Cantley	100 00	284 39	5-4-21
9-10-21	Dep - Grandstrand Funeral Home	50 00	334 39	6-4-21
9-13-21	Dep - ^{Fare} Cantley	200 00	534 39	6-30-21
9-22-21	Lee Williamson Mowing #5026	400 00	134 39	7-02-21
6-11-21	Dep Kolstad Funeral Home	50 00	184 39	8-04-21
5-30-21	Dep - Jan Hoverman - Purchase Lots	300 00	484 39	9-03-21
0-31-21	Lee Williamson Mowing #5027	400 00	84 39	9-30-21
				10-30-21
				12-26-21
				10-4-21
				11-4-21
				12-3-21
				12-31-21

245.27 Savings Account 2021100808341 258 # 1936.2

445	27	1-04-21	CD Int	4	20	1940	41
430	27	2-04-21	CD Int	4	20	1944	61
628	27	3-04-21	CD Int	1	15	1945	84
1228	27	3-31-21	Savings Int	33		1946	17
584	39	6-1-21	WD to Checking	600	00	1346	17
184	39	4-2-21	CD Int	1	28	1347	45
284	39	5-4-21	CD Int	1	24	1348	61
334	39	6-4-21	CD Int	1	28	1349	91
534	39	6-30-21	Savings Int	31		1350	28
134	39	7-02-21	CD Int	1	24	1351	52
184	39	8-04-21	CD Int	1	28	1352	80
484	39	9-03-21	CD Int	1	28	1354	08
84	39	9-30-21	Savings Int	20		1354	28
		10-30-21	Kim Hoverman Purch. Lots	450	00	1804	28
		12-26-21	Town of Osceola	750	00	2554	28
		10-4-21	CD Int	1	24	2555	52
		11-4-21	CD Int	1	28	2556	80
		12-3-21	CD Int	1	24	2558	04
		12-31-21	Savings Int	22		2558	26

TOWN OF OSCEOLA
POLK COUNTY WISCONSIN

ORDINANCE # 22-04-11

USE OF VIRTUAL MEETING EQUIPMENT

The Town Board of Supervisors of the Town of Osceola, Polk County, Wisconsin, hereby ordains as follows:

SECTION I: PURPOSE.

The Town of Osceola finds that it is in the public interest to update a portion of Chapter 2, The Governing Body, Section 2.02 Meetings, so as to better clarify the use of remote meeting equipment and how it pertains to meeting attendance.

SECTION II: ORDINANCE AMENDMENTS.

Chapter 2, Section 2.02, Paragraph 5, of the Town of Osceola Code of Ordinances is hereby amended to read as follows:

5. Remote Attendance

- (a) **Remote attendance permitted.** When a meeting is held in person, the Town Chair or designee may allow one or more members of the Town Board, or any Town employee, consultant, contractor, or any other person to appear at the meeting, as defined in Wis. Stats. § 19.82, by telephonic, video conference, or other remote method of participation. Upon direction of the Town Chair or designee, the body may on a case-by-case basis conduct an entirely virtual meeting, in which no member of the body is present at the Town Hall, subject to the requirements of this section. This includes a state of emergency or public health emergency being proclaimed by a federal, state, or local authority; a lack of quorum being able to be physically present in a Town owned building; or other unique circumstances.
- (b) **Notice required.** Any member who is unable to be physically present at an in-person meeting of the Town Board may notify the Town Clerk no later than four (4) p.m. on the day prior to the meeting that he or she intends to participate in a meeting by telephonic or electronic means unless advance notice is impractical due to an emergency. If the Town Clerk receives the member's request in a timely manner, he or she shall attempt to facilitate the request by contacting the member in a manner during the Town Board meeting that allows the member to participate in the proceedings. If the member attends the meeting remotely, the member shall be entitled to participate and vote and shall count toward a quorum.
- (c) **Limits on utilization.** No member shall utilize the remote participation methods referenced in this section for two or more meetings consecutively unless the member demonstrates, in writing, good cause, as determined in the Town Chair's or designee's sole discretion; or, if the Town Chair is the member requesting, the Clerk's sole discretion; or if a state of emergency that applies to or involves the Town has been proclaimed by a federal, state, or local authority.
- (d) **Virtual meeting.** The public shall be given access to the system implementing the virtual meeting platform. Information about access to the meeting shall be provided to citizens in a timely manner as part of the meeting agenda notice in a specific and conspicuous manner. Best efforts shall be used to ensure that members of the public lacking access to the virtual meeting platform are provided alternative reasonable methods to attend.

- i. **Technical requirements and malfunctions.** Each person attending remotely is responsible for his or her audio and Internet connections; no action shall be invalidated on the grounds that the loss of, or poor quality of, a member’s individual connection prevented participation in the meeting.
 - ii. **Forced disconnections.** The Town Chair may cause or direct the disconnection or muting of a member's connection if it is causing undue interference with the meeting. The Town Chair’s decision to do so, which is subject to debatable appeal that can be made by any member, shall be announced during the meeting and recorded in the minutes.
 - iii. **Proper equipment.** Appropriate equipment shall be used so that the attending public can readily observe or hear each person's participation in the meeting.
- (e) **References.** This ordinance shall also apply to other Town Committees and Commissions as defined and outlined in Chapter 2 “Boards and Commissions”.
- (f) **Severability.** The several sections of this ordinance are declared to be severable. If any section or portion thereof shall be declared by a court of competent jurisdiction to be invalid, unlawful, or unenforceable, such decision shall apply only to the specific section or portion thereof directly specified in the decision and shall not affect the validity of any other provisions, sections or portions thereof of the ordinance. The remainder of the ordinance shall remain in full force and effect. Any other ordinances whose terms conflict with the provisions of this ordinance are hereby repealed as to those terms that conflict.
- (g) **Effective Date.** This Ordinance shall be effective upon adoption and publication or posting as provided by law.

Passed this 11th Day of April, 2022

By the Town Board of the Town of Osceola

Dale Lindh, Chair

Jon Cronick, Supervisor

Jo Everson, Supervisor

Neil Gustafson, Supervisor

ATTEST: _____
Denise Skjerven, Clerk

____ Voice Vote
____ Roll Call Vote
____ Ayes; ____ Nays; ____ Absent/Abstain

TOWN OF OSCEOLA
POLK COUNTY WISCONSIN

ORDINANCE# 19-04-03

CHAPTER 2
THE GOVERNING BODY

Amended 08/11/11, 06/04/19, 05/04/21, 06/23/21, 04/11/22

Chapter 2 Governing Body of the Town of Osceola Code of Ordinances is hereby amended by the addition of underlined text and deletion of ~~strikethrough~~ text.

The Town Board of Supervisors of the Town of Osceola do ordain as follows:

2.01 THE TOWN BOARD

The Town Board shall consist of the Town ~~Chairman~~Chair and ~~four (2-4)~~ supervisors. (Ord. 19-09-05)

2.02 MEETINGS

- (1) ANNUAL TOWN MEETING AND SPECIAL TOWN ELECTIONS.
The annual Town meeting and special Town elections shall be held at The Town Hall.
- (2) REGULAR MEETINGS. (Am. Res. # 11-11) Regular meetings of the Town Board shall be held on the 1st ~~Tuesday-Monday (05/04/21, and Res. 22-03-07)~~ of each month at 6:30 p.m. (Am. Ord. 19-06-04). Any regular meeting falling on a legal holiday shall be held on the next secular day at the same hour and place. All meetings of the Board, including special and adjourned meetings, shall be held in the Town Hall. If there is no regular business to come before the Town Board, one monthly meeting may be canceled by prior notice to the public as provided by the Wisconsin Statutes.
- (3) OPEN MEETING LAW. All meetings of the Town Board, its committees, boards and commissions shall be open to the public and preceded by public notice as provided in §19.84, Wis. Stats.
- (4) ADJOURNMENTS. The Board may, by a majority vote of those present but not less than three (32) affirmative votes, adjourn from time to time to a specific date and hour.
- (5) REMOTE ATTENDANCE. (04-11-22)
(a) Remote attendance permitted. When a meeting is held in-person, the Chair or designee may allow one or more members of the Town Board, or any Town employee, consultant,

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contractor, or any other person to appear at the meeting, as defined in Wis. Stats. § 19.82, by telephonic, video conference, or other remote method of participation. Upon direction of the Town Chair or designee, the body may on a case-by-case basis conduct an entirely virtual meeting, in which no member of the body is present at the Town Hall, subject to the requirements of this section. This includes a state of emergency or public health emergency being proclaimed by a federal, state, or local authority; a lack of quorum being able to be physically present in a Town owned building; or other unique circumstances.

(b) **Notice required.** Any member who is unable to be physically present at an in-person meeting of the Town Board may notify the Town Clerk no later than four (4) p.m. on the day prior to the meeting that he or she intends to participate in a meeting by telephonic or electronic means unless advance notice is impractical due to an emergency. If the Town Clerk receives the member's request in a timely manner, he or she shall attempt to facilitate the request by contacting the member in a manner during the Town Board meeting that allows the member to participate in the proceedings. If the member attends the meeting remotely, the member shall be entitled to participate and vote and shall count toward a quorum.

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(c) **Limits on utilization.** No member shall utilize the participation methods referenced in this section for two or more meetings consecutively unless the member demonstrates, in writing, good cause, as determined in the Town Chair's or designee's sole discretion; or, if the Town Chair is the member requesting, the Clerk's sole discretion; or if a state of emergency that applies to or involves the Town has been proclaimed by a federal, state, or local authority.

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(d) **Virtual meeting.** The public shall be given access to the system implementing the virtual meeting platform. Information about access to the meeting shall be provided to citizens in a timely manner as part of the meeting agenda notice in a specific and conspicuous manner. Best efforts shall be used to ensure that members of the public lacking access to the virtual meeting platform are provided alternative reasonable methods to attend.

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i. **Technical requirements and malfunctions.** Each person attending remotely is responsible for his or her audio and Internet connections; no action shall be invalidated on the grounds that the loss of, or poor

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quality of, a member's individual connection prevented participation in the meeting.

ii. **Forced disconnections.** The Town Chair may cause or direct the disconnection or muting of a member's connection if it is causing undue interference with the meeting. The Town Chair's decision to do so, which is subject to debatable appeal that can be made by any member, shall be announced during the meeting and recorded in the minutes.

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(4)iii. **Proper equipment.** Appropriate equipment shall be used so that the attending public can readily observe or hear each person's participation in the meeting.

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2.03

ORDER OF BUSINESS

The business of the Board shall be conducted in the following order:

(1) Call to order by presiding officer.

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(2) Verification of Meeting Posting.

(3) Pledge of Allegiance.

(4) Roll call. If a quorum is not present, the meeting may thereupon adjourn, which may be to a specific date and hour pursuant to §2.02(4).

(5) Presentation and approval of bills.

(6) Acceptance of proposed agenda.

(7) Approval of Minutes-minutes of previous meeting(s).

(8) Public Comment.

(9) Public Works Report.

(10) Clerk/Treasurer's report(s).

(11) Old Business.

(12) New business.

~~(9) Any other business.~~

~~(10) Patrolman's report.~~

~~(11)~~(13) ChairmanChair's report.

(14) Clerk's-Supervisors' reports.

(15) Request for Future Meeting Agenda Items.

(16) Next Town Board Meeting.

(17) Next Plan Commission Meeting.

~~(12)~~(18) Community Meetings Board Members Attend.

~~(13)~~(19) Adjournment.

2.04

PRESIDING OFFICER

- (1) DESIGNATED. The ChairmanChair at the stated hour shall call the meeting to order. If the ChairmanChair is absent at the designated time of any meeting, ~~the First~~ Supervisor shall call the meeting to order and serve as ChairmanChair for that meeting.
- (2) DUTIES. The presiding officer shall preserve order and decorum, decide all questions of order and conduct the proceedings of the meeting.
- (3) DECISIONS, APPEALS FROM. Any member may appeal from a decision of the presiding officer. An appeal shall be sustained by a 2/3 vote of the members, excluding the presiding officer.

2.05

QUORUM

A majority of the members of the Town Board shall constitute a quorum.

2.06

ORDINANCES, RESOLUTIONS AND COMMITTEE REPORTS

All ordinances, resolutions, communications and other matters submitted to the Town Board shall be read by title and author and referred to the appropriate committee by the ChairmanChair. The Clerk shall read and record each such reference by title. Any supervisor may require the reading in full of any matter at any time it is before the Board. Each committee shall, at the next regular meeting, submit a written report on all matters referred to it, unless a longer time is granted by vote of the Board, and such report shall be entered in the proceedings. Such report shall recommend a definite action of the committee and shall be filed with the Clerk prior to each meeting. Minority reports may be submitted. Previous notice of each committee meeting shall be filed with the Clerk and each meeting shall be open to the public. Any committee may require any

Town officer to confer with it and supply information needed in connection with any matter pending before the committee.

2.07

CONDUCT OF DELIBERATIONS

Deliberations of the Town Board shall be conducted in the following manner:

- (1) When two (2) or more members simultaneously seek recognition, the presiding officer shall name the member who is to speak first.
- (2) No person other than a member shall address the Board, unless recognized by the ChairmanChair.
- (3) No motion shall be discussed or acted upon until it has been seconded, unless the rules permit one supervisor to initiate action. No motion shall be withdrawn without the consent of the person making the same and the person seconding it.
- (4) When a question is under discussion, no action shall be in order except the following motions, which shall have precedence in the order listed:
 - (a) To adjourn.
 - (b) To lay on the table.
 - (c) To move the previous question.
 - (d) To postpone to a certain day.
 - (e) To refer to a committee.
 - (f) To amend.
 - (g) To postpone indefinitely.
- (5) Any supervisor may demand an eye-aye and nay vote on any matter and such vote shall be entered in the proceedings. A majority vote of all members of the Board in favor of any proposed ordinance, resolution or appointment shall be necessary for passage or approval unless a larger number is required by statute. Except as otherwise provided by these rules, a majority vote of those present shall prevail in other cases.

(6) A motion to adjourn shall always be in order and a motion to adjourn, to lay on the table and a call for the previous question shall be decided without debate.

2.08 APPROPRIATIONS AND ACCOUNTS

All ordinances or resolutions appropriating money or creating any charge against the Town other than the payment of claims for purchases or work previously authorized by the Board shall only be acted upon by the Board at the next regular meeting. This provision may be suspended by affirmative vote of three (32) members of the Board. A roll call vote shall be taken and recorded on all appropriations.

2.09 RECONSIDERATION OF QUESTION

Any member voting with the majority may move for a reconsideration of the vote on any question at that meeting. A motion to reconsider being put and lost shall not be renewed. A supervisor may not change his vote on any question after the result has been announced.

2.10 PUBLICATION AND EFFECT OF ORDINANCES

All ordinances shall be signed by the Town Board, countersigned by the Clerk and, if any penalty or forfeiture is thereby imposed, shall be published as a Class 1 notice, under Ch. 985, Wis. Stats., and shall take effect on the day after publication or a later date if expressly prescribed.

2.11 AMENDMENT OF RULES

These rules shall not be rescinded or amended unless the proposed amendment or motion to rescind has laid over from a regular meeting and then it shall require a vote of 2/3 of all the members of the Board.

2.12 SUSPENSION OF RULES

These rules or any part thereof may be temporarily suspended in connection with any matter under consideration by affirmative vote of three (32) members of the Board.

2.13 BOARDS AND COMMISSIONS ESTABLISHMENT OF A PLANNING COMMISSION

(1) Board of Review,

a) Membership. The Board of Review shall consist of the Town Board. The Clerk shall serve as Clerk of the Board. The Town Assessor shall attend all meetings of the Board of Review. Pursuant to §70.46(4) and §73.03(55) of the Wisconsin Statutes. The Town Board hereby provides for the appointment of alternates to serve on the Board of Review in the event a standing Board member of the Board of Review is

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removed or unable to serve for any reason.

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b) Powers and duties. The Board of Review shall have the powers and duties prescribed in § 70.47, Wisconsin Statutes.

c) Income and expense information, confidentiality.

i. Pursuant to § 70.47(7)(af), Wisconsin Statutes, income and expense information provided by a property owner to the Assessor for the purposes of establishing the valuation for assessment purposes by the income method of valuation shall be confidential and not a public record open to inspection or copying under § 19.35(1), Wisconsin Statutes.

ii. Exceptions. An officer may make disclosure of such information under the following circumstances:

a. The Assessor has access to such information in the performance of his duties.

b. The Board of Review may review such information when needed, in its opinion, to decide upon a contested assessment.

c. Another person or body has the right to review such information due to the intimate relationship to the duties of an office or as set by law.

d. The officer is complying with a court order.

e. The person providing the income and expense information has contested the assessment level at either the Board of Review or by filing a claim for excessive assessment under § 74.37, Wis. Stats., in which case the base records are open and public.

(2) Plan Commission.

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a) AUTHORITY. (Ord. #1-97) This ~~Chapter Commission~~ is was adopted pursuant to Wisconsin Statutes 61.35, by authority given under Wisconsin Statute 60.62, which was granted by Resolution #3-93 on the 27th day of January, 1993, to establish a Planning Commission for the Town of Osceola. ~~The Plan Commission was temporarily dissolved at the Town of Osceola April 2021 Annual Town Meeting, and reinstated June 23, 2021 through an ordinance stating as follows:~~

The Town Board of the Town of Osceola has been authorized on April 2, 1974, to exercise powers of a Village Board as provided by Section 60.22(3) of the Wisconsin Statutes as authorized by Section 60.10(2)(2) of the Wisconsin Statutes.

And Section 61.35 of the Wisconsin Statutes provide that Section 62.23 (City Planning) applies to Villages and the powers and duties conferred by Section 62.23 of the Wisconsin Statutes.

The Town Board of the Town of Osceola desires to proceed with procedures required by Section 62.23 of the Wisconsin Statutes, and pursuant to Section 60.22(3) of the Wisconsin Statutes.

The Town Board of the Town of Osceola, Polk County, Wisconsin, does hereby create and do ordain by Ordinance as follows:

i. **Establishment/Creation.** The Town Plan Commission of the Town of Osceola, Polk County, Wisconsin, is hereby established as provided by Section 62.23(1) of the Wisconsin Statutes which is incorporated herein by reference.

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ii. **Number of Members.** The initial Town Plan Commission shall consist of up to seven (7) members to be appointed by the Town Chair subject to confirmation by the Town Board, one of which shall be a Town Board Member, the remaining six members shall be citizen members.

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iii. **Term.** The members shall hold office of a period of three (3) years. Initial terms shall be staggered as follows: one member – one-year term; two members – two-year terms; three members – three-year terms.

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iv. **Presiding Officer.** The Town Chair shall select the Chair position, of which shall be a citizen member.

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(3) **Personnel Committee.**

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a) **Membership:** Consisting of two Board Members, one of which must be the Chair.

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b) **Responsibilities:**

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- i. Maintain Town Employee Handbook, and assure that it is legal and compliant at all times.
- ii. Provide oversight of Town Employees with regard to the Town Employee Handbook
 - a. Oversight of employee leave and benefits.
 - b. Initial Committee for any employee Harassment Complaints.
 - c. Initial Committee for any employee Discipline Complaints.
 - d. Initial Committee for employee complaints for Workplace Violence.
 - e. Initial Committee for employee Grievance Complaints.
- iii. Provide annual meeting with employee prior to full Board Employee Evaluation, and meeting following Evaluation to follow up on questions or concerns by employee.
- iv. Provide recommendation to the Finance Committee with regard to employee raises for Budget Preparation for upcoming year.
- v. Committee recommendations are advisory only to the Town Board.
- vi. To perform any other functions deemed necessary by the Town Board.

(4) Finance Committee.

a) **Membership:** Consisting of two Board Members and one citizen member with relevant experience in government finances. The citizen member must submit a letter of interest to the Town Board, and shall be voted upon by a majority vote of the Board.

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b) **Responsibilities:**

- i. Maintain Accounting Policy and Procedures manual
- ii. Work with Town Treasurer to prepare initial annual budget (see Policy for specific tasks).
- iii. Work with Public Works Committee on Road Bids, Annual Budget, Grants, Vehicle replacement and

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payment.

iv. Review monthly bills to assure payment is accurate and coded appropriately.

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v. Monitor monthly Treasurer's reports to assure Town is within budget, and compliant with other State Statutes regarding financing (see Policy for specific Statutes).

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vi. Work with Treasurer to establish and monitor an Investment Policy.

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vii. Committee recommendations are advisory only to the Town Board.

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viii. To perform any other functions deemed necessary by the Town Board.

(5) Public Works Committee.

a) **Membership:** Consisting of two Board Members, Town Public Works Supervisor (non-voting) and one citizen member with relevant experience in public works, road maintenance, equipment operation or the like. The citizen member must submit a letter of interest to the Town Board and shall be voted upon by a majority vote of the Board.

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b) Responsibilities:

i. To provide direct supervision of Public Works operations, by giving staff a defined and direct go-to. And, to provide support to the Department in times of need or absence. To work with the Supervisor to determine and prioritize needs, whether it be road maintenance, equipment needs or staffing, and then provide a report of those needs to the Board as a whole.

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ii. To perform road tours as needed and determined by the Public Works Supervisor.

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iii. To acquire Request for Proposals (RFP's) for road maintenance and/or equipment improvements.

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iv. To work with the Finance Committee to submit grants when applicable.

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v. To work with Finance Committee to prepare a preliminary budget. Formatted: Font: Not Bold

vi. To work with other Intergovernmental agencies for whom the Town has entered into agreements having to do with Public Works. Formatted: Font: Not Bold

vii. Work with Town Treasurer to prepare initial annual budget (see Policy for specific tasks). Formatted: Font: Not Bold

viii. Work with Finance Committee on Road Bids, Annual Budget, Grants, Vehicle replacement and payment. Formatted: Font: Not Bold

ix. To perform any other functions deemed necessary by the Town Board. Formatted: Font: Not Bold

(6) Media & Technology Committee. Formatted: Font: Bold

a) Membership: Consisting of two Board Members, the Town Clerk, and one citizen member with relevant experience in IT support, computer repair, web design, networking or the like. The citizen member must submit a letter of interest to the Town Board, and shall be voted upon by a majority vote of the Board. Formatted: Font: Bold

b) **Responsibilities:** Formatted: Font: Bold

i. To provide a direct line of contact for the media in the event of an emergency or major occurrence in the Town and also to provide direct supervision of all things technology related, such as computers, phone and internet service, networking, internet security, data storage and protection, audio and visual equipment, emails, the Town website and social media.

ii. Media contact is not limited to only the committee, it merely ensures that some entity from the Town of Osceola will be prepared to act in a time of need.

iii. Maintain the Town website and social media account(s).

iv. Acquire Request for Proposals (RFP's) for equipment improvements, service contracts and service upgrades.

v. Explore options to help improve technology services to the residents of the Town.

- vi. Work with the Finance Committee to submit grants when applicable.
- vii. To work with the Finance Committee to prepare a preliminary budget for the upcoming year.
- viii. To perform any other functions deemed necessary by the Town Board

2.13

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- ~~(1)~~
- ~~(2) PURPOSE: To develop, recommend, and administer a Comprehensive Plan for the Town of Osceola.~~
- ~~(3) GENERAL PROVISIONS:~~
 - ~~(a) Members. The Planning Commission shall consist of seven (7) members. One (1) member shall be the Town Chairman. The other six (6) members shall be citizens, of recognized experience and qualifications, appointed by the Town Board for staggered three (3) year terms.~~
 - ~~(b)(a) Duties: The Planning Commission shall have such powers and duties as shall be vested in the Commission, from time to time, by the Town Board.~~

2.14 ESTABLISHMENT OF A CITIZEN BOARD OF REVIEW

2.14 Effective Date

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This Ordinance shall be effective upon adoption and publication or posting as provided by law.

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Passed this 11th Day of April, 2022

By the Town Board of the Town of Osceola

Dale Lindh, Chair

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Jon Cronick, Supervisor

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Jo Everson, Supervisor

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TOWN OF OSCEOLA

Polk County, Wisconsin

www.townofosceola.com

A RESOLUTION FOR REMOTE MEETING PROCEDURE USING INTERNET MEETING SERVICES RESOLUTION 22-04-11

WHEREAS, the Town of Osceola generally follows the current edition of Roberts Rules of Order Newly Revised (hereafter “RONR”) as procedures for conducting meetings of the Town Board of Supervisors and all its committees and sub-units, and,

WHEREAS, RONR states its rules provide only for in-person meetings unless a policy or bylaw authorizing electronic, or remote, meetings is adopted by an organization provides for electronic meetings, and,

WHEREAS, the COVID-19 pandemic has necessitated meeting remotely to conduct Town business, and other circumstances may necessitate that the Board meet remotely by electronic means, and,

WHEREAS, the Town of Osceola wishes to adopt rules to permit meetings by the Internet, provide procedures for effective, fair and open meetings;

SO THEREFORE BE IT RESOLVED by the Town Board of the Town of Osceola, Polk County, Wisconsin, that the following Rules for Electronic Remote meetings are hereby adopted:

1. Remote meeting by electronic means are authorized. The Town Board or any of its sub-units may meet remotely by electronic means when cause for doing so exists, such as, but not limited to, natural disasters, severe or harsh weather events, risks of infectious disease(s), war, riot or as a means to obtain a quorum. The presiding officer of the body may determine when a remote meeting shall be utilized, or a majority of the Board may so determine at a legally convened and noticed meeting of Board.
2. Definitions:
 - a. “Presiding Officer” includes the Chair, committee chair, commission chair, or any person authorized to preside over a meeting of a Town governmental body.
 - b. “Member” is a supervisor or member of any sub-unit of the Board, including committees and commissions.
 - c. “Clerk” includes the Clerk, the Clerk’s designee or any persons acting as a Clerk for a meeting.
 - d. “Board” is the Town Board and any sub-units of the Board, including committees and commissions.
3. Login information. The Clerk shall send by e-mail to every member of the Board, and by Open Meetings Law notice [Wis. Stat. § 19.84] to the public, at least 24 hours prior to the time of the meeting, the URL and codes necessary to connect to the Internet meeting service, and, as an alternative and backup to the audio connection included within the Internet service, the phone number and access code(s) the member needs to participate aurally by telephone. The Clerk may also include a copy of, or a link to, this policy.

4. Login time. The Clerk shall schedule Internet meeting service availability to begin at least 15 minutes before the start of each meeting.
5. Signing in and out. Members shall identify themselves as required to sign into the Internet meeting service and shall maintain Internet and audio access throughout the meeting whenever present but shall sign out upon any departure before adjournment.
6. Quorum calls. The presence of a quorum shall be established by audible roll call at the beginning of the meeting. Thereafter, the continued presence of a quorum shall be determined by the online list of participating members, unless any member demands a quorum count by audible roll call. Such a demand may be made pursuant to Wis. Stat. § 19.88(2), following any vote for which the announced totals add to less than a quorum.
7. Technical requirements and malfunctions. Each member is responsible for his or her audio and Internet connections; no action shall be invalidated on the grounds that the loss of, or poor quality of, a member's individual connection prevented participation in the meeting.
8. Assignment of the floor. To seek recognition by the presiding officer, a member shall indicate by a hand "emoji" or by the method appropriate to the Internet meeting service being used. Upon assigning the floor to a member, the presiding officer may clear any online queue of members who had been seeking recognition. To claim preference in recognition, another member who had been seeking recognition may promptly seek recognition again, and the presiding officer shall recognize the member for the limited purpose of determining whether that member is entitled to preference in recognition.
9. Interrupting a member. A member who intends to make a motion or request that under the rules may interrupt a speaker shall use the "chat," or similar feature, for the meeting service in use to so indicate, and shall thereafter wait a reasonable time for the presiding officer's instructions before attempting to interrupt the speaker by voice.
10. Display of documents. The Clerk at the direction of the presiding officer shall designate an online area or enable a share screen for the display of documents relevant to a matter under consideration; and, to the extent feasible, the Clerk, or anyone assisting the clerk for this purpose, shall cause such documents that are currently before the meeting for action or information, to be displayed therein until disposed of or directed by the presiding officer to end the display.
11. Voting. Votes shall be taken by audible roll call or, when practicable within the meeting service platform, by electronic roll call. The presiding officer's announcement of the voting result shall include the number of members voting on each side of the question and the number, if any, who explicitly respond to abstain or acknowledge their presence without casting a vote. Business may also be conducted by unanimous consent.
12. Video display. The presiding officer, the Clerk, or their assistants shall cause a video of all members in a collage format to be displayed throughout the meeting, or when the presiding officer determines it best appropriate, only the person recognized and speaking.
13. Meeting etiquette:
 - a. Members will be responsible for muting/unmuting themselves.
 - b. Members must stay muted when NOT speaking.
 - c. No side conversations should be held in the "chat box". Only official business shall be discussed in accordance with Open Meetings Law when appropriate.
 - d. Identify yourself prior to speaking.

- e. Any "Chat" function use is Public Record.
14. Public attendance and participation.
- a. Public Comment for remote meetings may be precluded or conducted by means as the Board may from time to time determine.
 - b. When possible, the meeting will be recorded and the recording promptly made publicly available on social media or a website.
 - c. This policy should not be used where Wisconsin Statutes or Law require a hearing unless the Board can determine a means for public access to documents, exhibits, maps and/or testimony or statements substantially similar to an in-person hearing, or as may otherwise be permitted by law.
15. Except as otherwise required by Wisconsin law, failure of the Town Board or any sub-units of the Board, including committees and commissions, to strictly follow any of these rules shall not invalidate a vote or other action taken by such governing bodies.

Adopted this 11th day of April 2022, at a Town Board of Supervisors Regular Board Meeting.

Dale Lindh, Chair

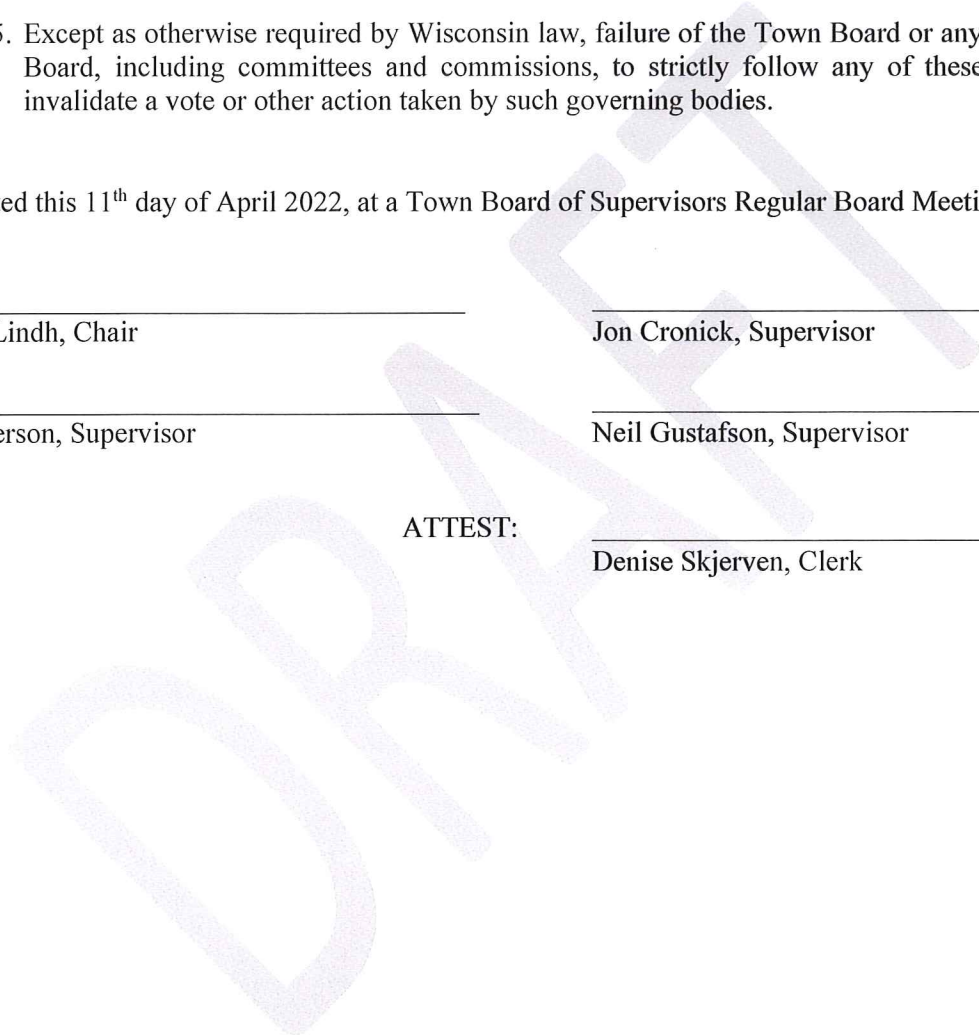
Jon Cronick, Supervisor

Jo Everson, Supervisor

Neil Gustafson, Supervisor

ATTEST:

Denise Skjerven, Clerk



**TOWN OF OSCEOLA
PLAN COMMISSION
REGULAR MONTHLY MEETING
TUESDAY, MARCH 22, 2022 - 6 P.M.**

MINUTES

The Plan Commission of the Town of Osceola held a meeting on Tuesday, March 22, 2022, at the Osceola Town Hall, Dresser, Wisconsin.

CALL TO ORDER

Chair Desmarais called the meeting to order at 6:02 p.m.

VERIFICATION OF MEETING POSTING

Notice of the Plan Commission Meeting was posted at the Town Hall, the Dresser Post Office, First National Community Bank and the Town Website.

PLEDGE OF ALLEGIANCE

Chair Desmarais led the group in the Pledge of Allegiance.

ROLL CALL

PRESENT: Chair Bernie Desmarais, Jim Berg, Jon Cronick, Jeremy Utke, and Kim Kaiser.

ABSENT: Dan Tronrud, Marianna Schultz.

APPROVAL OF PROPOSED AGENDA

MOTION BY UTKE / 2ND BY CRONICK TO APPROVE THE AGENDA. MOTION CARRIED.

APPROVAL OF MINUTES OF PREVIOUS MEETINGS

MOTION BY BERG / 2ND BY KAISER TO APPROVE THE TUESDAY, FEBRUARY 22, 2021 MEETING MINUTES. MOTION CARRIED. CRONICK ABSTAINED

PUBLIC COMMENT

6 PEOPLE ATTENDED

NO PUBLIC COMMENTS

OLD BUSINESS

A. CONSIDER UPDATED LETTER TO POLK COUNTY ZONING REGARDING TOWN OF OSCEOLA ORDINANCES OVERRIDING COUNTY ZONING

MOTION BY CHAIRMAN DESMARAIS / 2ND BY BERG TO RECOMMEND THE TOWN BOARD APPROVE AND SEND THE LETTER TO POLK COUNTY.

A. CONSIDER COMPREHENSIVE PLAN

New census data isn't available to us yet.

NEW BUSINESS

A. CONSIDER 847 200TH ST. BOATHOUSE BUILD SETBACK OFF THE ROAD

MOTION BY CHAIRMAN DESMARAIS / 2ND BY CRONICK TO TABLE THIS UNTIL THE NEXT MEETING. MOTION CARRIED. RECOMMENDATION TO THE PROPERTY OWNER TO APPLY FOR A DRIVEWAY PERMIT IF THEY PLAN TO EXPAND THE DRIVEWAY AND ALSO HAVE THE PROPERTY SURVEYED. THE SURVEY WILL ASSIST WITH MORE ACCURATE MEASUREMENTS REGARDING THE SET BACK.

CHAIRMAN’S REPORT

Still waiting for the census data to become available so we can update the comprehensive plan.

COMMISSION MEMBER COMMENTS

None

FUTURE MEETING AGENDA ITEMS

Comprehensive Plan
847 200th Street Boat House
Town Vision for the Comprehensive Plan

NEXT PLAN COMMISSION MEETING

Meeting set for April 26, 2022 6 PM

ADJOURNMENT

MOTION BY UTKE / 2ND BY BERG TO ADJOURN THE PLAN COMMISSION MEETING HELD THIS TUESDAY THE 22TH DAY OF MARCH 2022. MOTION CARRIED.

Being no further business to come before the Plan Commission, the Meeting was adjourned at 6:48 p.m.

Bernie Desmarais, Plan Commission Chair

TO BE APPROVED: April 26, 2022