

Approved at the June 19th, 2013 Regular Town Board Meeting.

TOWN OF ALGOMA
WINNEBAGO COUNTY, WISCONSIN
MINUTES FOR
REGULAR MEETING OF THE TOWN BOARD
Wednesday, April 17, 2013 at 6:00 PM
Algoma Town Hall
15 N. Oakwood Road, Oshkosh, WI 54904

1. Call to Order.

The meeting was called to order by Chairman Blake at 6:00 PM.

A. Pledge of Allegiance.

The Pledge of Allegiance was recited by all in attendance.

B. Roll Call.

Chairperson Blake	Supervisor Rasmussen
Supervisor Timm	Supervisor Drexler
Supervisor Kierszh	Atty. K. Marone
Treasurer Edson - Excused	Clerk Nelson
Deputy Clerk Kuehnl	Road/Drainage Coordinator Tollard

2. Public Forum.

Sarah Hopkins, 1324 Lake Breeze Road - Spoke as a community member and her child attends Oakwood Elementary School. The first thing she would like to know is if the board could clarify when the four way stop will be put in on Oakwood and Omro Road. Drexler assured Ms. Hopkins that this is on the agenda in order to keep the subject in mind; so that it doesn't get lost. The second item she would like to bring up is that she spoke with the Winnebago County Sheriff Department's Community Liaison about the possibilities of having a traffic cone during school hours. She would like to inform the board that she was going to be working with Lakeview School in Vinland to bring this about. Lastly the Oakwood School community is putting together banners to remind people to slow down. These banners will be hung along the Oakwood School fence.

Mary Jane Sawicki, 312 Overland Trail - She has a question concerning the Fire Department in hiring three full time people. She mentioned that this was brought to the board's attention in September of 2012. She feels that the Fire Department of the town should have top priority. She and her husband have been members of the town for many years and this seems to be a pressing issue but they do not hear of anything being done about it. She feels that the town is not giving young families the right opportunities to want to stay in the town because of safety. She would like there to be more people during the day. She thinks that it's critical to get something done.

Dewey Nelson, 2946 Oakwood Lane - The Oakwood dock is done. It is nice. The people who put it together have a request that an air rater and a security light be installed because they feel that it would prolong the time that it would stay decent.

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Julia Solomon, 1320 Snowdon Drive – Ms. Solomon addressed the Safe Routes To School issue. A copy of Ms. Solomon’s presentation is attached to the record copy of the minutes.

Terry Steele, 2848 Sheldon Drive - Mr. Steele questioned when the Town Board was going to meet with the Sheldon Nature Area regarding the paths in the Sheldon Nature Area. Blake assured that there would be an invitation extended to the Sheldon Nature Area Committee.

3. Fire Department Report.

A. Training update.

The Fire Department held training with the Department of Natural Resources on wild fires. This training allows the Fire Department to be eligible to apply for a DNR grant. The DNR grants are 50/50 reimbursable grants and the money needs to be used for equipment to fight wild fires. The Town Board may want to do some table top exercises in order for the Fire Department to be eligible to apply for federal grant money.

There was also training with the City of Oshkosh Fire Department. This training was simulated training where photos of town homes were overlaid on top of fire images in order to simulate a real fire.

B. Truck grant update.

In the summer of 2012, the Fire Department applied for a FEMA grant for a new grass rig to replace the existing 1978 truck. Unfortunately the grant was not approved. Apparently a grass rig is not a high priority for this particular grant.

C. Radio update.

The Fire Department will start using the new radio system in late May or early July. This is the new emergency radio dispatch system installed in the Winnebago County 911 Dispatch Center.

4. New Business.

A. Approve new bartender license for Madeline Haedt for Service Oil Company.

This item was added Monday, April 15, 2013 in an effort to assist Service Oil in hiring Madeline Haedt. The required criminal background check returned clean. *Motion by Kierszh/Rasmussen to approve. No further discussion. Motion carried in a voice vote, 5-0.*

B. Appoint commissioners to serve on the Planning Commission for expiring terms.

Mr. Sampson was appointed last year to the remainder of Bob Nadolske’s term which expires this year. Mr. Sampson and Mr. Thompson request to be reappointed to the Planning Commission. Mr. Aubrey is not seeking to be re-appointed to the Planning Commission and Mr. Savinski would like to step down. There are two new applicants, Daniel Sexton and Patricia Frohib. If Sampson, Thompson, Sexton, and Frohib are appointed, there will be a full Planning Commission. Motion by Rasmussen/Kierszh to make those appointments. No further discussion. Motion carried in a voice vote, 5-0.

C. Appoint committee members to serve on the Extra-Territorial Zoning Committee for expiring terms.

Mr. Hamann was not re-elected therefore his term on the ETZ Committee is terminated. The Town Board needs to appoint a member to the remainder of Mr. Hamann's appointment. This position is for an alternate, so the member is only obligated to attend the meeting if the regular members are not able to attend. Motion by Sanitary District/Kierszh to appoint Rasmussen as an alternate for the ETZ Committee. No further discussion. Motion carried in a voice vote, 4-0-1 with Rasmussen abstaining.

D. Appoint committee members to serve on the Parks Committee for expiring terms.

Joel Rasmussen, Dewey Nelson, Mark Kainz, and Henry Sampson are all up for re-appointment. All have turned in an application to be re-appointed. *Motion by Timm/Kierszh to re-appoint Joel Rasmussen, Dewey Nelson, Mark Kainz, and Henry Sampson to the Parks Committee.* No further discussion. Motion carried in a voice vote 4-0-1 with Rasmussen abstaining.

E. Appoint members to serve on the Board of Review for expiring terms.

Jeff Rasmussen and Ralph Klemz are asking for reappointment and Mr. Ceelan is not requesting reappointment. This means we need a new member. We should advertise in the newsletter for another member. Motion by Blake/Drexler to reappoint Rasmussen and Klemz to the Board of Review and to advertise for an additional person. Training is needed and available in person and online. No further discussion. Motion carried in a voice vote 5-0.

F. Set date and time for Annual Road Tour.

Typically Road Tour is held on a Friday at 8:00 AM. Discussion was held on holding Road Tour on a different day of the week and different times. Clerk Nelson will doodle the board members to schedule Road Tour.

G. Approve Town Board members and town staff to attend the Annual Town Lawyers Conference on Friday, April 26, 2013 in Madison.

Motion by Blake/Kierszh to approve Town Board members and town Staff to attend the Annual Town Lawyers Conference on Friday, April 26, 2013 in Madison. No further discussion. Motion carried in a voice vote, 5-0.

H. Approve Town Board members and town staff to attend UW-Extension 2013 Town Officials Workshops.

Motion by Blake/Kierszh to approve Town Board members and town staff to attend the Wednesday, May 15th, 2013 Town Officials Workshop in Green Bay. No further discussion. Motion carried in a voice vote, 5-0.

I. Receive 2012 audit. (Clerk Nelson)

Auditor Heather Acker of Baker Tilly is scheduled to attend the May 15th, 2013 Regular Town Board Meeting to address the board regarding the audit. The audit is only being received at the April meeting.

J. Discuss job evaluation forms.

Since the board is going to be writing the job evaluation forms over the next several months, Atty. Marone is requesting that this item be deferred because they are not ready to be presented. *Motion by Timm/Kierszh to defer this item. No further discussion. Motion carried in a voice vote, 5-0.*

5. Old Business.

A. Input on a four way stop to be installed at the intersection of Omro Road/Oakwood Road fall of 2013.

Drexler did do some more research on the fact that Oakwood Elementary is a bussing school. An option to alleviate congestion would be to have children dropped off around 8:00 AM in order to avoid the busses that arrive at 8:20 AM. The question of who would supervise the children being dropped off was asked. There is a program through the University, Work Study Student Site that Oakwood could apply for. The cost is \$.40/\$9.00/hour to have college students to supervise the students and help them with their homework. This is a suggestion that perhaps Oakwood School would like to look into. There was discussion regarding the intent of the stop sign; is it for congestion or is it to slow the traffic down. The DOT no longer does this traffic analysis due to budget cuts.

The DOT has jurisdiction in township, therefore, if a township does something against the traffic standards, DOT can and will step in and take corrective measures. These standards are spelled out in a manual. The town received a report from the County Highway Commissioner and the Sheriff's Department that says a four way stop is not warranted. The only way to legally install a four way stop at this intersection would be to hire an independent traffic analysis. Rasmussen believes the information from Highway Commissioner has already confirmed the fact that a four way stop is not recommended for this intersection. The board realizes there is a congestion issue for the half hour on school days. There will be other negative driving behaviors that will be an effect of installing a four way stop. The school itself hasn't kept up with the infrastructure to accommodate the congestion, and the school has some responsibility for that. This happens for every school, everywhere, there's twenty minutes of congestion.

The flashing signs will be installed as soon as the weather breaks. The inside of the sign is here and is programmed for when the signs are installed. The striping of Omro Road is on the county schedule as well for when the weather breaks. We'll keep this on the agenda in order to keep the discussion open, and as information comes in the board will be made aware of.

6. Supervisor Statements

A. Oakwood Dock Update. (Timm)

Timm reported the Oakwood Dock is installed. The contractor is going to come back to put in a handicap accessible ramp to the dock when the weather permits.

B. Parks Committee – Jones Park Volunteer Fundraising Work Group. (Timm)

The Volunteer Fundraising Work Group met with Oshkosh Area Community Foundation who did presentation of 501(c)(3) organizations. They offered the work group several different funding options. The option that best suits the needs of the work group is a Special Project Fund which has a start date and an end date. They are a non-profit organization, they administer the funds for tax exempt purposes, their fee is \$10/month or 1% of the donated funds per month whichever is higher which is reasonable. There is a contract obligation which Atty. Marone will review. The board needs to approve a letter to the foundation on behalf of the volunteer work group in order for them to accept Oshkosh Area Community Foundation for fundraising purposes. *Motion by Timm/Rasmussen*

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to send a letter to the Oshkosh Area Community Foundation on behalf of the Volunteer Fundraising Work Group. No further discussion. Motion carried in a voice vote, 5-0.

Timm also reported there is a facebook page started by one of the volunteers called Jones Park in Town of Algoma.

7. Receive Road/Drainage Consultant Report April, 2013.

Road/Drainage Coordinator Tollard explained his report and answered any questions of the board.

8. Approve minutes of previous meetings.

A. Special Town Board Meeting Fire Department Board of Directors dated March 19, 2013.

Motion by Timm/Kierszh to approve. No further discussion. Motion carried in a voice vote, 4-0-1 with Rasmussen abstaining because he wasn't on the board at the time.

B. Regular Town Board Meeting March 20, 2013.

Motion by Timm/Kierszh to approve. No further discussion. Motion carried in a voice vote, 4-0-1 with Rasmussen abstaining because he wasn't on the board at the time.

9. Approve monthly disbursements for April, 2013.

Motion by Drexler/Timm to approve the monthly disbursements dated March 16 – April 15, 2013.

Rasmussen would like to see a copy of the Strand bill. *No further discussion. Motion carried in a voice vote,*

10. Receive Treasurer's Report for April, 2013.

Chairman Blake read Treasurer Edson's resignation/retirement letter. The Treasurer's Report was received.

11. Closed Session.

A. The town board may convene into closed session pursuant to WIS STATS Sec. 19.85(1)(e) for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

B. The town board may remain convened in closed session pursuant to WIS STATS Sec. 19.85(1)(g) for the purpose of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.

C. The Town Board may then convene into closed session pursuant to WIS STATS §19.85(1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

D. The town board may then reconvene into open session to discuss and act upon matters discussed in closed session.

Motion by Blake/Timm for the town board to convene into closed session pursuant to WIS STATS Sec. 19.85(1)(e) for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session; remain in closed session pursuant to WIS STATS Sec.

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19.85(1)(g) for the purpose of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved; and remain in closed session pursuant to WIS STATS §19.85(1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. The town board may then reconvene into open session to discuss and act upon matters discussed in closed session. No further discussion. Roll call vote: Kierszh-yes, Timm-yes, Blake-yes, Drexler-yes, and Rasmussen-yes. Motion carried in a roll call vote, 5-0.

At 7:20 PM, the Town Board took a five minute recess.

At 7:25 PM, the Town Board reconvened into closed session.

At 8:59 PM, motion by Timm/Kierszh to extend the meeting until 9:15 PM. No further discussion. Motion carried in a voice vote, 5-0.

At 9:04 PM, the Town Board reconvened into open session. No action taken.

12. Adjourn.

Motion by Drexler/Rasmussen to adjourn. No further discussion. Motion carried in a voice vote, 5-0. Meeting adjourned at 9:04 PM.

Respectfully submitted,

Charlotte K. Nelson, WCMC
Town Clerk
Town of Algoma, Winnebago County, WI