

TOWN OF ARCADIA

Trempealeau County



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Jon Schultz, Chairman (715)919-1755

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Barbara G. Tock, Supervisor No. 1 (608)323-3474

Nancy Rohn, Town Clerk/Treasurer (608) 323-7063

Town of Arcadia Minutes of Regular Board Meeting Thursday, July 28, 2016 at 7:00 p.m.

The board meeting was called to order by Chairman Jon Schultz at 7:00 p.m. Open meeting certifications were met. Roll call was taken. Board members present: Chairman Jon Schultz and Supervisors Barb Tock and Donna Brogan. A list of residents that attended the meeting is attached.

Jon Schultz led the Pledge of Allegiance.

Jon Schultz asked that agenda item “e” (Food Pantry Update) be moved forward to the second item discussed (since there were a number of people in attendance). The Board agreed. A motion was made by Jon Schultz and seconded by Barb Tock to adopt the agenda; moving “e”. The motion carried unanimously with a voice vote.

A motion was made by Jon Schultz and seconded by Barb Tock to approve the minutes of the July 14th, 2016 Regular Board meeting. The motion was carried unanimously with a voice vote.

Clerk/Treasurer Nancy Rohn reviewed the disbursements for July 15th through July 28th, 2016. A motion was made by Barb Tock and seconded by Donna Brogan to approve the disbursements. The motion carried unanimously with a voice vote.

PUBLIC COMMENTS:

At 7:06 p.m. J. Schultz opened the floor to public comments for other topics that were not listed on the July 28, 2016 agenda.

****Ray Kamrowski** – had three concerns. He first spoke about the fencing issue at the public cemetery. He stated that he felt the owner, Richard Krackow, should be contacted to inform his tenants that there will be no trespassing. Kamrowski also thought a fine should be issued when trespassing occurs. The second issue is that he felt the Board should not hesitate to get the loan for the new fire truck as reliable equipment is needed. The third issue was the thistle problem. He suggested that a notice be put in the paper to alert the Town residents that they need to take care of removing the thistles. The weeds must be cut and sprayed in a timely fashion.

**** John Jasin** – questioned the Board as to whether or not contact was made with legal counsel regarding expansion of the Town Board members. He would like to see an update on an upcoming agenda.

**** Karen Geske** – mentioned that she saw the notice for the repair of Geske Lane Bridge, and wondered how many times that ad has to go in the paper. Her next question was if there was a tentative date. She has animals that need tending and she just wanted to be prepared. Donna Brogan responded by saying they will call in advance.

After the third call by Chairman Schultz the public comment section closed at 7:11 pm.

AGENDA ITEMS:

- **(a) Final Audit Results:** Clerk/Treasurer N. Rohn stated that the final audit results were received from WIPFLi, and gave a brief history as to why an audit was needed. She proceeded to read the representation letter to the audience as she felt that it was important for this to be on record. She continued with the final financial results which included assets, expenditures, and income for 2015. Rohn also indicated that there were three items of concern for the auditors; (1) having only one person with financial control. WIPFLi thought it would be better to have two separate positions so there is a “checks and balances” in place; (2) not having a letter of security from the State Bank. Their concern is that all of the Town’s assets aren’t protected, especially at tax time when there is a large amount of revenue in the Town’s accounts. This issue has now been rectified; (3) and they felt that the Town should have an investment policy. For example, if there were extra funds at the end of the year they wanted a plan in place as to how the funds would be invested. At the conclusion of the findings, Rohn stated that she was pleased with how the audit turned out. She ended the discussion by stating that the results would be posted to the website.
- **(b) Food Pantry Update:** Jon Schultz led the discussion. He feels that there is space available for an addition, but also indicated that a number of people have asked if this is a good place for the food pantry. JoDeen Forsythe was in attendance so Schultz asked her to take the floor. She began with a history of the Pantry. Now due to Ashley purchasing the old hospital a new location must be found. The Committee has been searching, but has yet to find a suitable place. She continued by stating that the Pantry is open to the public once a month. There may be an emergency situation on occasion. Barb Tock asked how many people are served at that time, and Forsyth responded that it averages 340, and there are new families every month. A representative from Western Dairyland was present, and she commented that she helped prepare the numbers, stating that there are 130 households a month. It was also stated that Western Dairyland provides \$4000 a month in commodities for the Pantry. Jon Schultz asked if they track where the majority of the people come from. It was confirmed that tracking does occur, and results show that 43% come from the Arcadia area. Karen Geske asked if other sites were reviewed. Peter Jonas, representing Christ Lutheran Church who is a sponsor for the Pantry, stated that they have visited many sites in the Arcadia area. Geske continued by asking if they have looked outside of Arcadia, and Jonas responded that they haven’t because of a majority of the people are from this area, plus they were concerned with the volunteer base. Most of the volunteers are located in the area, and they didn’t want them to have to drive far. Schultz asked other questions, one being how many times there are deliveries. Forsyth responded that food is delivered twice a month. He also asked for the date of the monthly distribution. Forsyth responded with the third Wednesday of each month. Jason Lockington then spoke of the history of the purchase of the hospital property. He stated that Ashley is committed to help find a new location, and would help with the

funding. Geske asked if anyone had looked into utilizing the Trempealeau County Healthcare facility. Forsyth said this was reviewed, but the county folks did not have an answer as to what was going to happen to the building at this time. Forsyth continued by saying that she too is concerned about the volunteer base. Lynn Axness asked if other communities could help, and Forsyth responded that she is very willing to train anyone. Some of Schultz's concerns were offering a certainty that there wouldn't be large changes at the Hall if an addition was built on to the end of the building. He wondered what would happen if a municipality building would be built on the Town's land. Barb Tock stated that she is in favor of having the Pantry at the Hall, but was concerned about the location of the addition. She wanted to assure that the Township residents would not take on any costs. A question was asked regarding who pays the bills now. Forsyth responded the Mayo clinic does, but the Pantry pays the electric bill. Darlene Rossa asked if the former OLPH church had been looked at as a possible site. It has been, and the concern is bringing the food into the facility. She commented that maybe it could be remodeled. Rossa also stated that she isn't in favor of building an addition. Questions returned to the use of the Town Hall. Concerns were mentioned about the use of the actual Hall itself. Forsyth commented that it would be used for a waiting area. Jason Lockington stated that the addition would be 30 ft. long and be Township property only. The Food Pantry would only be using it for a small amount of time each month. Schultz then asked what the volunteer count is. Forsyth replied that there are 25 people that help out. Tock stated that she had a concern about parking. Beth Killian stated that a special meeting will be needed as the Township residents have to decide; it can't be just the Board that votes in this case. Schultz asked what the timeframe is, and Lockington replied that it needs to be fairly soon. Geske asked if Ashley was financing the addition, and Lockington stated that Ashley as well as other parties are contributing. They are not asking that Township for funds. Discussion continued on whether or not there were any existing properties within the City that could house the Pantry. Peter Jonas stated that they have looked at every possible place with Arcadia. Geske stated that Independence has a lot of opportunities. She received a response that the group wants to stay in the Arcadia area. The conversation went back to specifics regarding the addition. Jeff Slaby was also at the meeting and he spoke about the best way to construct. His other thought was that there should be a site plan for future needs. Then we all could see if there was enough room for an addition and possible municipal building. Lynn Axness had some questions regarding the addition as there needs to be locked storage for certain Town items. John Jasin asked about the Historical Society building, and received a response that it wouldn't work due to logistics. A question was raised regarding what happens if the Food Pantry addition goes to a special meeting and the Townspeople vote it down. A backup plan is needed. Donna Brogan asked Forsyth about their budget, and in reply Forsyth stated that it's all based on donations. They are prepared to take on facility expenses. B. Killian asked about the former race track building outside of town. D. Rossa stated that all the equipment is still there and should be in working order. At the end of the discussion the group agreed that the next step is to create the site plan that J. Slaby mentioned so there is something to present to the Township. In the meantime, Schultz will also speak to the County to see if their building could possibly be used as an interim site. Tock stated that we need to investigate what is needed to conduct a special meeting.

- **(c) Discussion and Possible Action Regarding Just-Fix-It Resolution:** Jon Schultz commented on the Just Fix It Campaign that has been going on for a number of months. N. Rohn stated that the Town received an email from the Wisconsin Transportation Department regarding this campaign. They are asking all entities (Towns, Cities, and Villages) to sign a resolution to show the state that roads need to be repaired. She then read the resolution to the audience. Karen Geske asked Rohn to repeat the paragraph regarding an authorization to raise gas taxes and vehicle registrations to help with funding.

She stated that she is not in favor of this resolution. J. Schultz explained the per capita spending that Geske was referring to. He stated that transportation spending is less now than it was in 1986. He continued by saying that Wisconsin is becoming famous for bad roads, so this campaign was put in place to encourage the state legislature to make roads a priority. Barb Tock stated that Wisconsin residents pay the lowest amount of gas tax and vehicle registration, and have worse roads than our neighbors. Geske asked why the County taxes couldn't be raised by half a percent. Donna Brogan spoke, stating that she thought it was going to go through, but the State Legislature failed to pass. It was clarified as well that this resolution is not supported by the State. Schultz replied that the WTA is taking a stand with this campaign. Brogan confirmed that the state legislature would not allow each County to raise their taxes in order to pay for its local roads. So the second effort is to look at raising the gas tax and vehicle registration fees to help raise money for our roads. Darlene Rossa commented that those funds must stay in the transportation fund, and not use the money elsewhere. Schultz said this is an effort to let the entities find a way to fix the roads. Beth Killian stated that Trempealeau County sent a resolution to Governor Walker as well. After a small amount of continued discussion, Donna Brogan made a motion to support the Just Fix It Campaign resolution. Barb Rock seconded, and the motion carried unanimously with a voice vote.

- **(d) Discussion and Possible Action Regarding Updating of Office Flooring:** Barb Tock started the discussion regarding the office flooring. She stated that the Town of Arcadia will host the next WTA meeting in October. The carpet in the office is in very rough shape so she thought she would investigate costs, as she thought there was no way it would ever come clean. Calls were placed to both Killian Furniture and Halama's, and an estimate was received from Killian's for \$2136 for a non-carpet floor covering and another estimate for rolled vinyl for slightly higher amount. After reviewing, she was concerned about the cost and didn't know if the money should be spent. Tock then proposed to clean the carpet instead with possibly replacing the flooring next year if the budget allows. Beth Killian stated that the carpet was cleaned a few years back, and was told at the time that some of the spots will not come out. Schultz asked Rohn her thoughts regarding the expense, and Rohn agreed that it would be best to hold off for now. Lynn Axness commented that a shampooer could be rented and that she would volunteer her time. At the end of the discussion J. Schultz felt that we should move forward with the cleaning, and that Tock and Axness should work out the details.
- **(e) Website Update – Policy Review:** The website policy was reviewed briefly by the Board. N. Rohn explained that the website goes over basic rules. She also sent a draft to the webmaster for his thoughts. Rohn said that there weren't many changes made. Barb Tock stated that in order for the Board or Clerk/Treasurer to post to the website a policy had to be in place. It was decided to have the Board review the policy in depth and then discuss and possibly approve at the next Town meeting. Rohn announced before moving to the next agenda item that Peet Fetsch was working on the upgraded website when his computer crashed so that is why there is a delay on an update on progress.
- **(f) Comprehensive Plan Update – Meeting on August 24th:** Jon Schultz stated that a meeting to update the Comprehensive Plan has been set for Wednesday, August 24th. The plan is to have a working meeting with the Land Management team so that changes/updates can be documented. A letter was sent out to prior committee members to see if they are interested in returning. An ad has also been placed in the paper to hopefully attract new members.
- **(g) Discussion and Possible Action Regarding Resolution for Fire Board Loan:** Jon Schultz led the discussion by updating the group on what has occurred with the efforts on obtaining a loan for the new fire truck. Barb Tock continued by saying that she has been working with Terry Madden at Kostner, Koslo and Brovold regarding an agreement and resolution. She stated that current balance

needed to purchase the truck is \$115,500. Tock was hoping that all the paperwork could be signed soon as the Fire Department would like to purchase the truck in August. At this point the City as well as Town of Glencoe will have to sign the agreement at their next meetings. Tock spoke about the loan repayments, and how the Fire Department has money set aside in their budget to pay the \$115,500. There would be a mandatory interest payment due by July 31st of each year. Principle payments could be made throughout the life of the loan. The Fire Department expects that there may be additional donations after the first of the year. Tock also researched how much money the Township could borrow before there is a concern of hitting our limit. Based on state statutes, a township cannot borrow any more than 5% of their equalized value. The Township's value is \$169 million so we are far below the spending limits. Jon Schultz continued the discussion by reviewing what each entity's percentage of contribution is. Both the City and the Township's is 45% where the Town of Glencoe's is 10%. Tock stated there was also an option for each entity to come up with their share now, but there was hesitancy from the City and the Town. Schultz then read the resolution to the audience. Schultz then made a motion to accept the resolution to obtain a loan for the Fire Department. Donna Brogan seconded and the motion carrier unanimously with a voice vote. Lynn Axness noted that the document should read "Clerk/Treasurer", not just Clerk. Rohn will review with Mr. Madden to rectify.

- **(h) Roadwork Update:** Jon Schultz stated that he has driven the roads and is happy with the work that has been performed. He has also heard positive feedback on the ditching that has been completed. Jon Olson then began the Roadwork update by going through the list of what has been completed recently. He said that 7 culverts were replaced in Lewis Valley. North Creek has received 5 new culverts, with 4 more to be completed shortly. The County has finished sealcoating for now, knowing that they need to finish Kurth Road yet. Olson is also working with them regarding Grossman and Admundson Lanes. Ron has been mowing steady, and is currently working on Square Bluff. Barb Tock asked Olson if any of the culverts that were taken out could be reused. Olson stated that it depends on what shape they are in. He went on to say that Dave Waniosek and Jason Kamrowski would be out on vacation the following week. He and Ron will work on grading, and taking care of trees on Boberg Lane. Donna Brogan asked about the blade patching project on West Tamarack. Olson said that hadn't been completed yet. There was also discussion about a tree hanging over the road on Woychik's property. Olson said that if the owner would cut it down the Road Crew would help clean it up. L. Axness commented that she heard that the mowing has been done very well. D. Brogan concluded the discussion by asking that Olson make sure to speak to the County regarding Grossman and Admundson Lanes. She stated that the Board can now get a better idea on road construction funds since some of the bills from the County have arrived.
- **(i) Discussion Regarding Repair of Feltes Lane Bridge:** Donna Brogan will let Dave Lyga know to proceed with bridge repair. Mark Carlson completed the hydrology study and has the DNR application completed. He was wondering if it should be sent in; did the Town plan to complete the project this year? Brogan stated that she felt the Town had the money to move forward. The repair will not be as expensive as the Geske Bridge project. J. Olson asked if the bridge will be replaced by a culvert and Brogan replied that yes it would. Olson stated that he feels this project should be done as they will be driving the new truck across it, and is worried about the bridge being quite narrow. Brogan commented that another bridge to look at in the future is Swenson. Barb Tock then asked what the cost of the Feltes repair would be. Brogan replied that it was cost approximately \$20,000 to \$30,000. Discussion continued with bridge petitions that are due at the end of August. Brogan commented that there weren't any jobs that were completed in the timeframe, July 1 to June 30. The only possibility would be

any monies that were spent for the Mill Road Bridge project. L. Axness will review the job ID's to gather details.

- **(j) Discussion Regarding Non-Native Invasive Species of Weeds:** Jon Schultz stated that the Town received an email from a constituent concerned about Wild Parsnip. County roads are tied to the State mandates as to when they can mow. The State has said that no mowing can occur between May 10 and August 1st due to a nesting bird policy. Unfortunately the best time to mow Wild Parsnip is before the seeds come out, which is this same timeframe. Schultz said that we must mow to control this invasive weed as it is a public health nuisance. Barb Tock commented about the email, stating that the constituent suggested washing the equipment in between mowing. The DNR speaks about mowing, but nothing about cleaning equipment. He also stated that using an herbicide application might be a possibility as well. He continued by saying that the County is looking at spending a large amount of money on spraying. The Board discussed the different areas within the Township that contain the parsnip. He asked if people see this that they mow before it goes to seed. Rohn asked what the timeframe is before it goes to seed. The Board felt it would be the end of June. Schultz also stated that it is a bi-annual weed. He also commented about thistles. It is a windblown seed, so neighbors have to help each other try to control them. At the end of the discussion it was decided that Wild Parsnip needs to be added to the Town's weed ordinance which will be addressed at the next meeting.

CORRESPONDENCE: Donna Brogan attended the last WTA meeting, and gave a brief synopsis of the topics. She stated that ATV clubs are looking for property right-of-ways. The County already has an ordinance. She also commented that the sheriff's office must be called regarding deer carcasses. Brogan also stated that Townships can add "No Trucks" signs, but a ticket cannot be issued. Her last comment was that some Townships are changing to class B roads, which changes the weight limit to 60%. Jon Schultz then spoke about the Ambulance Committee and Fire Department working together to review future municipality building. N. Rohn read the notice from the Chippewa Valley Chapter of the Wisconsin Woodland Owners Association that Carl and Doris Mueller will be hosting this year's annual meeting on August 13th at their farm from 8 a.m. to 2:00 p.m. The Mueller's have been awarded the Wisconsin Tree Farmers of the Year award. Rohn continued with upcoming events. The election will be August 9th, an ELUC meeting will be held at the Courthouse on the 10th, and on the 16th there will be a public hearing regarding Act 32 at the Town Hall at 7 pm.

Confirm next meeting date: The next regular board meeting will be on Thursday, August 11, 2016 at 7:00 p.m. The meeting was adjourned at 9:07 p.m.

Respectfully submitted by,

Nancy Rohn
Town of Arcadia Clerk/Treasurer
