

TOWN OF ANGELICA
Monthly Meeting
September 12, 2016

Town Officials Present: Chairman, Richard Smith, Supervisors Wilbert Lewis and Greg P. Van Asten,
Treasurer Lisa Matuszak and Clerk Janet Powers

Town Officials Absent: None

Others Present: Town of Angelica Planning Commission Chairman Richard Ferfecki,, Mike Miller f
Miller Inspections LLC, Elmer Kraning, Kevin Czarniak, Ronald Banaszynski and
Jim Mills

Call to Order/Pledge of Allegiance/Roll Call/Verification of Meeting Notice: Chairman Smith called the meeting to order at 6:30 p.m. All town officials were present. The Clerk verified that the agenda was posted the afternoon of Saturday, September 10, 2016 at the town hall; put on the town website and also e-mailed to the Shawano Leader on September 10th.

Approval or Modification of Agenda: *MOTION (Lewis/Van Asten/PASSED)* to approve the agenda as posted.

Approval of Prior Town Board Minutes: *MOTION (Van Asten/Lewis/PASSED)* to approve the minutes of the regular town board meeting held on August 8, 2016.

Approval of Treasurer's Monthly Report: The Treasurer's report was read by Treasurer Matuszak showing balances as of August 31, 2016 of \$137,692.38 in the First Merit Bank Checking Account and \$311,058.45 at the Premier Bank in Pulaski. *MOTION (Lewis/Van Asten/PASSED)* to approve the Treasurer's report as presented.

Correspondence: Correspondence reviewed was (1) preliminary estimate of January 1, 2016 population of the town from the Wisconsin Department of Administration as 1,814 (2) report of Equalized Valuation for the municipalities in Shawano County from the Wisconsin Department of Revenue (3) copy of letter from Shawano County Treasurer regarding a charge for conversion of 1.095 acres from being assessed as agricultural land and the conversion fee due (4) two Shawano County land-use permits for a shop & storage building on Deer Drive and an attached deck to a home on Town Line Road (5) copy of two ordinances recently approved by the Shawano County Board of Supervisors: No. 5-16 regarding ATV and UTV routes on county roads and No. 6-16 which approved amendments to the Shawano County Shoreland Zoning Ordinance (6) one incident report from the Pulaski Tri-County Fire Department which was a mutual aid call for Howard (7) the August 2016 DOA Local Government Report, and (8) notice of upcoming open houses by American Transmission Company regarding the North Appleton-Morgan transmission line project.

Reports from Town Officers: Supervisor Lewis reported receiving a request from WeEnergies to park equipment at the town hall while doing work in the town. Lewis had a question regarding issuance of a second driveway to access fish ponds on Middle Drive and using the same address as the residence. It was determined that the second driveway would be considered the same as a field entrance and could use the same address as the residence. Lewis also issued a driveway/culvert permit to Jeffrey Hintz on Townline Road to service a farm building and has been in touch with Nutrition Service regarding a driveway/culvert permit to serve a planned expansion of their operation. Lewis stated that aa drainage problem had been remedied on the Kevin Czarniak property.

Supervisor Van Asten reported on a pot hole on Green Valley Road and that he had fixed the well cap at the Krakow Community Park.

Chairman Smith reported: (1) at the August N.E.W. board meeting it was reported that there is \$14,373.58 in the General Fund with \$4,444.04 being earmarked for the 1st Responders and \$345.45 in the Equipment Fund after the installation of air conditioning in the rescue squad building. In the month of July there were 15 runs with 4 runs for the Town of Angelica and year to date there have been 286 runs. There will be a board meeting in September and agenda items will be working on the budget and establishing an equipment fund for N.E.W. The equipment fund would be towards the purchase of a new squad when needed and a suggested amount of contribution was \$3,000.00 per year from each of the five communities. (2) At the August Pulaski Tri-County Fire Department board meeting it was reported that there have been 88 runs year to date compared to 99 last year with 8 being for the Town of Angelica. The roster is at 38 with 1 being on medical leave. The budget will be worked on at the next meeting. (3) The bridge approaches on Middle Drive and Elm Road have been repaired, a culvert on Green Valley road was taken care of and also pot holes on Willow Road and Deer Drive were taken care of by the County Highway Department. We Energies has been contacted regarding installation of a LED street light. It is planned to grind and blacktop Park Street in Krakow and if funds allow to put the second coat of blacktop on West Town Line Road. Also it is planned on cleaning out a portion of the ditch on Town Hall Drive because of a drainage problem, and (4) tire drop-off days are scheduled for Friday, September 30th and Saturday, August 1st from 9:00 a.m. to 2:00 p.m. at Hay Express & Metals located at N2643 Willow Road. Fees will be: first four car tires per residence will be free and then there will be a \$4.00 charge per car tire; \$7.00 per truck tire, and \$10.00 per tractor tire.

Clerk Powers reported (1) receiving notification from the Wisconsin Towns Association that the statewide Turnout for Transportation site for Shawano County will be at the Court House on September 29th (2) sending a letter to a property owner regarding the possibility of a requirement to submit plans to the state for a commercial building project, and (3) gave the board copies of a summary of road expenses year to date and building permits issued year to date.

Report from Town Planning Commission Chairman/County Board Supervisor ~ District 11:

Town of Angelica Planning Commission Chairman Richard Ferfecki reported that he had received routine phone calls regarding Planning Commission concerns. Ferfecki also reported that the County Board had been working on the budget and it should come in under or near last year's. Both the Public Safety Committee and the Highway Committee had turned down an ordinance for ATV travel on county roads but it was passed by the County Board by two votes. ATVs will be able to cross county roads but not travel on them and an application to do this will have to be submitted to the County. The towns will not be involved and the ATV Clubs will be taking care of accepting applications. Ferfecki suggested that ATV travel be an agenda item for the October town board meeting to discuss complaints received and liability issues.

Public Comments: Elmer Kraning reported on pot holes near the dead end section of Willow Road and on Hillside Drive needing repair. Kraning also asked if there was a warranty on the new floor that was installed by Square One after the water damage caused by a burst pipe. Kraning reported there are sections of the new floor that appear to be lifting because of the underlayment. Chairman Smith stated he would get in touch with the insurance company and Square One regarding this. James Mills commented on controlling brush in the town ditches and reported on the missing Willow and Middle road sign.

Specific Matters for Discussion and Possible Action by Town Board in Open Session:

- a. At the August 8, 2016 town board meeting approval was given to a contract with Mike Miller of Miller Inspections LLC. The new contract added commercial buildings to the Scope of Projects. Mike Miller was present at this meeting and there was discussion as to how this would be implemented and how a determination would be made as to whether a building project was a commercial building. There was also a question as to whether in some cases there could be double inspection of a project with both the town and state doing inspection and also double inspection fees being incurred. *MOTION (Van Asten/Lewis/PASSED UNANIMOUSLY)* to remove the words “commercial buildings” from the contract with Mike Miller of Miller Inspections LLC that was approved at the August 8, 2016 town board meeting. The clerk was instructed to write a letter to Miller Inspections LLC informing Mike Miller of the board’s decision to remove commercial buildings as part of the Scope of Projects in the contract.
- b. Transcendent Technologies, LLC has acquired the J. Mauel tax collection software and has requested approval of a Software Maintenance Agreement covering annual software maintenance, terms and conditions. The annual fee is being increased from \$350.00 to \$450.00 with no charge for pet licensing for the 2016 tax bill season. The pet licensing charge after the 2016 tax bill season will be \$150.00. *MOTION (Lewis/Van Asten/PASSED UNANIMOUSLY)* to enter into the Software Maintenance Agreement as presented by Transcendent Technologies.
- c. An operator’s license application from Lynne Kohlin was reviewed. *MOTION (Van Asten/Lewis/PASSED UNANIMOUSLY)* to approve issuance of an Operator’s License for Lynne Kohlin.

Specific Town Board Notice and Agenda for Upcoming Town Board Meeting: The next town board meeting will be held on Monday, October 17, 2016 at 6:30 p.m. This is one week later than the normal date of the second Monday of the month. ATV travel on town roads and a contract with Accurate Appraisal for maintenance assessment work will be agenda items.

Voucher Listing/Payment of Bills: *MOTION (Lewis/Van Asten/PASSED UNANIMOUSLY)* to approve payment of vouchers V-7596 through V-7636.

Adjournment: *MOTION (Van Asten/Lewis/PASSED)* to adjourn the meeting. The meeting was adjourned at 8:45 p.m.

MINUTES TAKEN BY _____ **Date** _____
Janet Powers, Town of Angelica Clerk

The foregoing minutes were presented to and approved by the Town of Angelica Board of Supervisors on 10-17-2016. They were approved without correction approved with correction

ATTEST: _____ **Date** _____
Town of Angelica Chairman

