

Draft
Town Board Meeting Minutes
September 12, 2017

Vice-Chairman Stan Hauser called the Town Board Meeting to order on Tuesday September 12, 2017 at 6:30pm. Present were Vice-Chairman Stan Hauser, Supervisors Sandy Thompson, Frank Fogel and Jerry Monti. Chairman Rolly Bogert was excused. Pledge of Allegiance was recited.

Motion by Supervisor Fogel; seconded by Supervisor Monti to approve the agenda. Motion passed unanimously.

Motion by Supervisor Monti; seconded by Supervisor Fogel to approve the minutes of the August 8, 2017 meeting with one correction. Motion passed unanimously.

Motion by Supervisor Thompson; seconded by Supervisor Fogel to approve the bills, including the Moe Fencing estimate of \$400 and not approve the finance book. Motion passed unanimously. Supervisor Thompson requested the record to reflect she has serious concerns with the Treasurer and would like to address that soon.

Public Comment: None

County Board Report: None

Shop Supervisors Report: Holtz submitted written report which included equipment maintenance, grass pile cleanup, and that some July storm damage remains to be repaired.

Holmen Area Fire Board Report: Supervisor Hauser reported the Holmen Area Fire Department is adding one full time employee (fire fighter) to the staff. Fire Chief Menches added the new person should be onboard November 1, 2017. This will allow for coverage 8 hour days on weekend and holidays that are not covered with current staffing.

Presentation on Brice Prairie First Responders and Holmen Area Fire Department Affiliation Working Group Initiative: Chief Paul Menches (Holmen Area Fire Department) and Chris O'Hearn (Brice Prairie First Responders) presented the affiliation working group meeting schedule and accomplishments thus far regarding a cooperative contract and training.

Discussion on insurance renewal including but not limited to liability and property insurance: Motion by Supervisor Thompson; seconded by Supervisor Fogel to approve renewal of liability, property and work compensation and payments to be issued. Motion passed unanimously.

Discussion on Operators Licenses for: Faith Sanborn, Kristine Crandall (Angry's Way Out), Aaron Stauffer, Janelle Liebig, Rachael Molstad (Kwik Trip):

Motion by Supervisor Thompson; seconded by Supervisor Fogel to approve the listed operators licenses as presented. Motion passed unanimously.

Discussion on conversion to LED lighting in Town shop including but not limited to funding: LED replacement bulbs have been purchased by the Town from Focus on Energy and the fixtures may require adjustments. Supervisor Thompson brought forth concerns that modification of fixtures may

void UL listing. Thompson also brought estimates for new fixtures from Menards as well as sited a possible on line source at a cost of \$700 to \$800 dollars. Supervisor Fogel stated we could just change the baldest and ends to make this conversion. Motion to open the floor by Thompson; seconded by Fogel passed unanimously. James Burch W8079 County Road Z, Onalaska spoke, he indicated he is a recently retired building maintenance supervisor and has done many LED conversions in his professional role. Burch volunteered to do the ballast and lamp end changes. Supervisor Thompson requested input from Karl Holtz, Holtz indicated he believed converting is a waste of time. Supervisor Monti stated the energy savings makes it worth the time. Motion to close the floor by Supervisor Fogel; seconded by Supervisor Monti passed unanimously.

Motion by Supervisor Fogel; seconded by Supervisor Monti to have Jim Burch assist the crew with a couple of the lights, have them inspected, then check with insurance to verify they are in compliance. Motion passed 3-1 (Thompson).

Discussion relative to hiring of Town personnel (full and part time) including but not limited to advertising and hiring authorization to fill current and future job opening(s): Motion by Supervisor Fogel; seconded by Supervisor Thompson to advertise for full-time shop employee; and can possible review (the resumes) at next month's meeting. Motion passed unanimously. Supervisor Thompson requested the record to reflect she believes the current temporary part-time person was hired outside of normal procedures.

Discussion on creation of town crew employee job description(s): Motion by Supervisor Fogel; seconded by Supervisor Monti to send the job description presented, with the addition of a signature and date line, for review by town attorney. Motion passed unanimously.

Discussion on defining the process for and implementation of review for Town employees: Supervisor Thompson opened the discussion by advising the board she made a request of the Chairman for a performance evaluation of the treasurer and let Bogert know that the crew supervisor, who has been here a year now is expecting a review. Thompson otherwise did not know why this item was on the agenda indicating she thought we would just schedule reviews. Supervisor Monti added that without a job description we should not do reviews as it could lead to problems, and advised checking with the lawyer first, due to not having the document signed (job description). Thompson stated "these people were hired without job descriptions and can be reviewed without them and this pertains to the town crew and has nothing to do with the treasure at this time". Fogel reminded the board the treasurer and town clerk duties are defined by state statutes, but what we may add to them. Fogel citing a conversation he had with the Chairman indicated he would like to have a position review, not to review the person but the duties of the positions to see if as a board we are doing things done according to state statutes is regards to our treasure and clerk. Monti stated "there is a lot that goes into statutes". Thompson stated "It is my contention that we have an employee who is not performing according to expectations and statutory requirement(s) and I ask the chairman to have a review of that. That is probably what brought this to be on here." Monti added if we are going to do that, they should review us as well. Fogel questioned how we can do one without doing all of our employees. Thompson stated, "You typically (do) a review of somebody after they have been on board for a year. Mary has been here as official clerk for a year, it's time for both Mary's and Sid's reviews and this pertains to the crew this does not pertain to them". Monti stated, "Before we get into this review process we contact attorneys and find out, if we can do it that way and not run into problems because I'd hate to see someone say you're picking on me, it's discriminatory". Thompson stated "Not when you just expect someone to do their job. My guess is this has been discussed with an attorney or it wouldn't be on our agenda". Monti

responded "I don't know that so I'm not going to guess about it". Supervisor Thompson made motion that we schedule, as quickly as possible the annual review of our clerk and our treasurer now that they are at their one year point with us and prior to scheduling those we get the input of attorneys on how to properly conduct those reviews. Fogel as point of discussion, asked what about other crew members? Acting Chair Hauser called for a second to the motion. Motion died for lack of a second. Hauser called for any further action or discussion on the item. None heard.

Discussion on sending delegates (Rolly Bogert and Jerry Monti) to Wisconsin Towns Association conference October 8-10, 2017: Supervisor Thompson made motion to approve Rolly Bogert and Jerry Monti to attend the Towns Association Conference October 8-10, 2017. Motion seconded by Fogel and passed unanimously. Thompson requested report back from information on the benefits of the attending. Monti indicated he will bring back information from the recycling seminar as requested from the town clerk.

Items from the Refuse and Recycle Committee

Discussion and on recommendation to discontinue operation of brush drop off following the 2017 season: Fogel reported the committee recommendation is to discontinue brush drop off at the Town Shop following the 2017 season. Fogel sited reasons of the committee recommendation as no way to police what and how much is coming in, reminded that we (the Town) is not a tree service, but that this was intended for blow downs and light trimming. Motion by Supervisor Thompson; seconded by Supervisor Monti to concur with the recommendation of the committee and discontinue operation of the brush site drop off following the 2017 season. Motion passed unanimously.

Discussion on recommendation on curbside brush service dates for 2018: Motion by Supervisor Monti; seconded by Supervisor Fogel to do curbside chipping monthly from March through November on scheduled routes consistent with the garbage routes granting the clerk ability to assign the week. Motion passed unanimously.

Discussion on recommendation of in regards to defining allowable brush pile size, quantity of piles and placement: Motion by Supervisor Thompson; seconded by Supervisor Monti to follow the committee recommendation to define the pile size can be no more than 3 feet tall, no more than 6 feet long, no larger than 6 inches diameter, neatly stacked with one pile per household in your own yard and to authorize the crew to tag noncompliant piles. Motion passed unanimously.

Discussion on recommendation on Christmas tree drop off for 2018: Motion by Supervisor Hauser; seconded by Supervisor Monti to as per committee recommendation to accept Christmas trees at the Town Shop Monday-Friday during shop hours during the second week of January. Motion passed unanimously.

Discussion on recommendation to discontinuing Thursday drop site hours for the remainder of the 2017 season: Motion to discontinue the Thursday drop site hours for the remainder of the season made by Supervisor Monti; seconded by Supervisor Thompson. Motion passed unanimously.

Discussion on recommendation to make chips available to Town residents: Motion by Supervisor Thompson; seconded by Supervisor Monti to follow committee recommendation to make a chip pile available to Town residents to pick up at yard waste site during yard waste site hours at no cost, or have it delivered at a cost of \$25.00 per dump truck load. Motion passed unanimously.

Items from the Plan Commission

Discussion on recommendation to La Crosse County on partial rezone for Curtis and Sheri Krause W6186 Johnson Coulee Road, Holmen tax parcel 10-320-1 to allow the conversion of a farm access road to a driveway: Motion to concur with Commission recommendation and recommend to La Crosse County to approve partial rezone for Curtis and Sheri Krause W6186 Johnson Coulee Road, Holmen tax parcel 10-320-1 to allow the conversion of a farm access road to a driveway made by Supervisor Monti; seconded by Supervisor Thompson. Motion passed unanimously.

Discussion on recommendation to La Crosse County on variance in regards to size for a detached accessory building for Brian and Brenda Geier N6813 McCurdy Road, Holmen tax parcel 10-208-5: Motion to recommend to concur with Commission recommendation and recommend to La Crosse County approval of variance in regards to size for a detached accessory building for Brian and Brenda Geier N6813 McCurdy Road, Holmen tax parcel 10-208-5 made by Supervisor Thompson; seconded by Supervisor Fogel. Motion passed unanimously

Discussion on recommendation to La Crosse County to rezone for Rodney Holum Jr N6666 Hidden Valley Road, Holmen tax parcel 10-369-1 from Rural to Rural with no conditions: Motion by Supervisor Thompson; seconded by Supervisor Monti to concur with the Commission and recommend to La Crosse County to not approve of this rezone. Motion passed unanimously.

Discussion on recommendation to La Crosse County on application to rezone for Vaaler Investment, PO Box 325, Holmen, Tax Parcel 10-1771-0 is regards to development of Rivendell Phase II: Motion by Supervisor Thompson; seconded by Supervisor Monti to concur with the Commission to recommend to La Crosse County to approve to approve of requested rezone with compliance to the amended Town Of Onalaska Comprehensive Plan. Motion passed unanimously.

Items from the Park Committee

Discussion on recommendation taking action to vacating of Maple Shade Addition Playground - tax parcel 10-1511-0: This tax parcel is used by the School District of Holmen for the Family Learning Center. The septic for the Family Learning Center is this parcel which has been maintained by the School District of Holmen for at least twenty years. Motion by Supervisor Fogel; seconded by Supervisor Thompson to approve taking action to vacate the Maple Shade Addition Playground providing the School District of Holmen reimburse for all costs incurred by the Town in doing so. Motion passed unanimously.

Items from the Storm Water Utility

Discussion on recommendation regarding W6490 Schilling Road drainage and storm water retention issues: The Town has consulted the towns engineering firm for recommendations relative to the Apple Valley neighborhood. Motion by Supervisor Fogel; seconded by Supervisor Monti to investigate and act on information to work toward easement relative to information gathered in regards to Birchview Drive and N6490 Schilling Road as recommended by the Utility. Motion passed unanimously.

Discussion on recommendation regarding sizing and replacement of culvert at W6485 Schilling Road: Motion by Supervisor Monti; seconded by Supervisor Thompson to open the floor. Cheryl Thienes of W6485 Schilling Road spoke regarding La Crosse County Land Conservation visit to the property.

Thienes also stated she has spoken with General Engineering and that the ditches are not bringing and releasing the water properly. Thienes does not want to replace the culvert and have it not work properly. She questioned if consideration would be given to digging out the ditch. The Town has received just prior to this meeting information the towns engineer as to the size recommendation which will be forwarded to the Storm Water Utility. Motion to close the floor by Supervisor Monti; seconded by Supervisor Hauser passed unanimously. Motion by Supervisor Monti; seconded by Supervisor Fogel to comply with utility recommendation to get the town engineer as quickly as possible to look at issues on Schilling Road particular to W6485 Schilling Road and act accordingly. Motion passed unanimously.

Correspondence

Thank you cards received from the family of LeRoy Hogum Sr, and Coulee Concrete Repair as well as a letter from Jim Webb, Town building inspector in regards to the fee schedule for building permits.

Motion to adjourn by Supervisor Thompson; seconded by Supervisor Fogel passed unanimously at 9:30 pm.

Respectfully submitted: Mary Rinehart, Town Clerk.