

Approved Minutes

**Town of King**  
**Town Board Meeting**

Monday March 10, 2014

Chairman Steigerwaldt called the meeting to order at 7:00 pm.

Following the pledge of allegiance – roll call of officers was taken. Chairman Bob Steigerwaldt, Supervisors Rick Nieman & Jay Dick, Clerk Andrea Michaud and Treasurer Julie Allen were present

There was a Steigerwaldt/Nieman motion to adopt the agenda as printed. All ayes. **Motion passed**

There was a Steigerwaldt/Nieman motion to hold approval of February 2014 minutes of the regular town board meeting and the minutes from the closed sessions of May 20, July 17, 2013 and Feb 5, Feb 18 & Feb 25, 2014 until the March meeting or earlier. All ayes **Motion passed.**

There was a Steigerwaldt/Dick motion to approve the vouchers. All ayes **Motion passed.**

Steigerwaldt requested a copy of the current time sheet for the 3 hourly employees.

The Treasurer's report for February 2014 showed an identical balance between clerk and treasurer of \$232,320.55. There was a Steigerwaldt/ Nieman motion to enter the treasurer's report into the record. All ayes **Motion passed**

Julie Allen advised the board that on Saturday she received an email from Jon Trautman from Schenck & Associates about the additional audit that the Town Board accepted.

I am confirming the onsite audit dates with you. Those dates are Monday and Tuesday, March 24 and 25.

I don't know when the board would have authorized the audit. Julie Allen asked if this was done in closed session? On the agenda was there an item posted that said financial audit? This was not posted on the agenda for the 2/28/14 meeting.

Julie Allen believes this was a violation of the open meetings law. Steigerwaldt advised that the motion was made in open session at the 2/18/14 meeting. Julie Allen feels that this was not done correctly. Allen stated you cannot discuss hiring an auditor in closed session if it was not an agenda item.

Steigerwaldt stated this was not on the agenda for the meeting. Jay Dick & Rick Nieman stated that they did not receive an agenda for the closed session. Steigerwaldt advised that the format was given to him by the attorney, that this was the correct format, as was used before. He stated he would contact both attorneys on this issue and come back with clarifications.

Nieman asked if Steigerwaldt received a call about a loose dog. Steigerwaldt talked to the owner of the dog and advised him of the ordinance.

Steigerwaldt received a letter from a resident regarding her neighbor. She is upset with the neighbor and sent a letter to the neighbor with a copy to the town board. Based on the information in her letter Steigerwaldt will not be issuing a fireworks permit to the neighbor.

At 7:28 there was a Steigerwaldt/Dick motion to convene into closed session pursuant to Wisconsin Statutes Section 19.85 (1) (c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has

jurisdiction or exercises responsibility. The job applicant was included in the closed session for interview. All ayes Motion passed.5

At 8:00 there was a Steigerwaldt/Nieman motion to reconvene into open session. All ayes Motion passed.

There was a Steigerwaldt/Dick motion to offer Ron Miller a position at \$14.00 an hour and to go to \$16.00 an hour when he gets his CDL. He will be utilized as soon as possible contingent on the background check. All ayes Motion passed

Steigerwaldt discussed the recycling contract and that we are going month to month. The clerk gave copies of the recycling bills for the past year to Steigerwaldt to review. There was a Steigerwaldt/Dick motion to move the recycling contract to next month. All ayes Motion passed

Steigerwaldt asked about the towns ordinances. The clerk advised the board that the ordinances that required publishing were published in the paper and a copy of the notice is attached to the ordinance. Steigerwaldt asked the board if they would like copies of the ordinances. The clerk can scan the ordinances and send copies to the board members. Steigerwaldt asked if all the ice shantys were off the town roads. At this time there are some that have not been removed.

Steigerwaldt asked the clerk to send copies of the liquor license ordinance and the ice shanty ordinance to the town board. The clerk will send a copy to all the board members. The town does have an ordinance for board of review alternates. It is outdated and should be updated with new alternates. We should get a letter out to the past board members to see if they would like to be an alternate on the board of review. Steigerwaldt asked if there was an ordinance on poll workers. The clerk advised him that there is no ordinance.

There was a Steigerwaldt/Nieman motion for the town chair to get copies of a previous draft of a proposed new liquor license ordinance that is on file to the two board members. All ayes Motion passed.

There was a Nieman/Dick motion to go ahead and have David Long do the website for the town. He will put everything together and then the board will look it all over and make sure it is what we want. The cost to set it up is \$397.50 and a monthly cost of \$14.95. All ayes Motion passed.

Steigerwaldt said the time of each meeting must be put on the agenda as required by law. It was not on March agenda. The clerk will add the time to all future agendas.

Steigerwaldt will be having the locks changed. Several will all be keyed alike except for the clerk's office and the room in the basement.

Steigerwaldt indicated that he has completed project records and manuals that he would like to store at the town hall. They will be stored in a file cabinet and locked in the back room downstairs.

Steigerwaldt met with Gaber Electric to get a price on putting a switch in for the well pump so that the pump can be turned off and on with the lights.

There was a Steigerwaldt/Dick motion to have someone put in the switch, wiring and dry wall and then have an electrician make the connection. All ayes Motion passed.

Steigerwaldt advised the board that the town was approved for the TRID project on Pickerel Creek Rd. The town has 6 years to do this project. The \$156,000 project is matched 50/50 with state funding.

Steigerwaldt turned in the PASER paperwork to the State. The state is requesting more recent road ratings and the chair has been granted a time extension.

Gary will be out this week scraping the roads to clear off the ice and snow.

The board received the letter from Attorney Harrold regarding the liquor and operators licensing. Carol from WTA indicated that the licenses should be discussed in open session. The liquor and operators licenses will be put on next month's agenda.

Steigerwaldt did get calls from some residents about the snowplowing of their private roads.

Because of this years unusually deep snow, Gary was authorized to go out and plow a few of these roads. The clerk should be receiving checks from these individuals.

The clerk gave a revised fire call log to the board members to review and to let her know if they would like anything added to the log. The log goes back to 2010. Steigerwaldt asked the board to review the log. The clerk advised the board that she has copies of the checks that were received for the fire calls.

Steigerwaldt will have all the information on PASER, board meeting ordinance and a copy of all the recent board minutes and the audit contract at the town hall tomorrow for the board, the treasurer and the clerk to pick up.

The treasurer advised the board that the audit dates of March 24 and March 25 do not work for her or the clerk. Will have to work out days and times that are convenient for everyone.

Board reviewed the boat ramp application and it does not require any action from the board.

The clerk did send out the health insurance notifications to all the employees.

Nieman gave the clerk copies of all notifications that need to be posted.

Steigerwaldt asked for copies of all the bills that were for the Lund driveway. The clerk will send copies to Steigerwaldt.

Steigerwaldt/Dick motion to have Attorney Harrold review the driveway ordinance to see if he can put an amendment into the ordinance regarding blocking the driveway. All ayes Motion passed.

At 9:10 pm there was a Steigerwaldt/Nieman motion to adjourn. All ayes Motion passed.

Andrea S Michaud, Town Clerk