

# TOWN OF HARTLAND MONTHLY MEETING

August 12, 2019

Approved: September 9, 2019

## Town Officials:

Chairman: Tom Riehl

Supervisor: Bill Berkhahn

Treasurer: Jenny Mitchell

Supervisor: Dave Bohm

Clerk: Sharon Riehl

Deputy Clerk: Rhoda Lehrke

Others present: Pam Berkhahn, Ross Berkhahn, Valerie King, Robert Liesner, Dan Liesner, David Leisner, Roger Leisner, Matt Maroszek, Peter Schmidt, Henry Goebel, Dave Korth, Chris Ruechert, Chris Siolka

## Call to Order

The monthly meeting of the Town of Hartland, held on Monday, August 12, 2019 was called to order at 6:00 pm by the Town Chairman Tom Riehl. The pledge of allegiance was recited.

## Meeting Notices

The Chairman verified that proper postings had been placed at the Hartland Town Hall and the Town of Hartland Website. <http://www.townofhartlandwi.com>.

## Approval of Agenda

Motion was made by Tom and seconded by Bill to approve the agenda and deviate from the order if necessary. Motion carried.

## McMahon Engineer Delineation Report on S. Highline Rd

Tom called on Mike Simon from McMahon Engineering to give an overview of the Water Delineation Report on S. Highline Rd, which they were contracted to do on September 27, 2018, before proceeding with the S. Highline Rd reconstruction. Before the McMahon presentation, Bill Berkhahn addressed the chairman indicating he was choosing to abstain from any discussions as a board member. Mr. Simon explained how they performed their delineation process and made reference to maps that were previously provided to the board. Two residents present had requested and purchased copies of the same maps being presented. Mr. Simon indicated the WISLR rating of S. Highline was a 3 on a scale of 1 – 10 with 1 being failed pavement. Parts of the road need to be built up while other parts are failing due to ditches not being deep enough to drain the roadway. After the detailed presentation by Mr. Simon there was a brief period of questions from some residents. Mr. Simon confirmed, as stated on page 2 of their Technical Memorandum, that this report will be used for the Wisconsin Department of Natural Resources (DNR) and U.S. Army Corps of Engineers (USACE) permit applications that will be required for the road construction.

## Minutes.

The minutes of the July 8 monthly meeting were reviewed by the board. Motion made by Dave and seconded by Tom to approve the minutes. Motion carried.

## Treasurer's Report

July Income	\$45,783.41
July Expenses	\$117,632.11
Checking Account Balance	\$3,822.77
Money Market Balance	\$292,010.56
General Reserve Fund Balance	\$233,680.43
Michels Reclamation Fund	\$39,015.77
Total Cash on Hand	\$568,320.13

The treasurer's report was read by Jen, who also noted we received the GTA payment. Motion made by Tom and seconded by Bill to approve the treasurer's report. Motion carried.

## Vouchers and Bills to be Paid.

The Clerk presented July Voucher checks #10561 through #10572 totaling \$10,058.71. Motion by Tom and seconded by Dave to approve the July vouchers.

### **Clerks Report**

Rhoda presented the financial report for July month end. Expenses included first payment to the assessor for the revaluation and the final payment for Old Dump Rd. Monthly totals show down approximately \$71,000 but for the year we are almost even as expected. Motion by Tom and seconded by Bill to accept the financial statement.

Sharon explained that the election voting machines are maintained by Command Central, who recently indicated our current machines are reaching EOL – End of Life. Previously new machines were scheduled for purchase in 2020 but that has moved up. As of now, the county will contribute \$1000 to the cost of new machines and Command Central will offer 3-year financing with no interest, and can offer a discount based on volume of machines ordered.

There is a possibility that we may be able to use both machines into 2020 so updates will be provided as known.

With an accident at the Shawano landfill, our hauler, 4Seasons will have to transport our trash to Brown County and the added travel expense will be on the burden of the townships. We may be able to submit these costs to the City of Shawano insurance.

The Wisconsin Department of Administration preliminary estimate of population is 892, down 1.3% since 2010 census. Rural Mutual insurance refunded us \$333.00 indicating endorsement reflected change in payroll.

There was one special assessment and several hall rental income dates.

Two residents submitted requests for copies of public record. Both were for copies of the McMahon – S. Highline Technical Memo. Copies were produced by Office Depot for \$21.20 each and personally presented to requestors.

Shawano County passed the ‘Sexting’ Ordinance on 7/24/19 and provided a copy.

Received the Badger Labs report on the test wells and submitted it to the DNR.

The 2019 Open Book is on Monday, August 26 from 2:00 pm – 6:00 pm.

Minutes for Bonduel School board meetings and EMS minutes are available.

### **Chairman/Road Report**

Storms caused several trees down on town roads. Thanks to all town residents who assisted on their own. MCC is using Dump Rd as agreed and paid for by them. There are several road repairs needed, signs down and trees over road on N. Highline near McClone’s. The chairman will meet with Matt Maroszek after meeting to go over work needed.

### **Fire Department Report**

Chairman Tom Riehl reported that Bill Lee will replace Bill Berkhahn on the Fire Commission since having two board members on the commission creates an undesired quorum. There were 6 calls for Fire Permits. Tom delivered a letter to several Amish residents to bring to their gatherings to make all aware of why burn permits are necessary.

### **Zoning Administrator Report**

None.

### **EMS and First Responder Report**

Minutes available. Bill Berkhahn reported that the Village of Cecil/Town of Washington is having trouble covering their area based on lack of first responders. They approached Bonduel/Hartland, Wescott and Gillett requesting they cover the areas of Cecil/Washington. Bonduel/Hartland agreed to assist but need to be sure that our own area is covered. The current members of the Cecil/Washington responders can complete a form and serve on the Bonduel/Hartland team. An area of concern is insurance, regarding workman’s comp, what is covered, etc. This idea is in the beginning stages and needs more meetings to work out the details.

### **Bonduel School District**

Minutes available.

### **New Business**

Tom would like to create a list of items to be completed regarding roads, signs, brush control, etc. for Matt and also requested a copy of his time and material rates, that Matt had mentioned at a previous meeting.

McMahon expressed interest in acquiring the DNR and USACE permits needed for the S. Highline project at a rate lower than \$5000 so no bidding is required. With their recent investigation of the project, Tom made a motion seconded by Dave to contract McMahon Engineering to pursue the necessary permits required for the S. Highline construction project. The project total to date for this project is \$26,850.00.

Rhoda Lehrke inquired about the progress of the repair of the damaged culvert on her property. After the insurance company called Tom, he contacted the county and was informed the culvert is owned by the state and maintained by the

county. Grant Bystol, the county highway commissioner had been on vacation, but Rhoda should contact him for further information on steps needed.

Peter Schmidt questioned if the 25 mph speed limit signs currently on Old Dump Rd are to remain. Matt had already taken them down so someone put them up. Tom indicated they should be taken down again and the clerk will look into the speed limit on town roads.

Dave Korth, representing 4 Seasons Disposal, mentioned that the Shawano Landfill site was temporarily closed for at least one more week, due to damage. The trash will be hauled to Brown County and who pays the added expense will need to be determined. Dave also discussed the Town of Washington EMS situation previously mentioned by Bill. Dave indicated that the Town of Wescott has given their blessing to cover the area requested and he was also asking for our help with the remaining coverage area. The EMS will have to work out some details, mainly regarding Workman's Comp, before assigning areas.

#### **Public Comment (5-minute limit)**

Chris Rueckert and Chris Siolka requested how to go about constructing a new building. Tom explained they needed to contact Scott Schara, the Town of Hartland Zoning Administrator and the clerk explained where to find that information.

#### **Adjourn and Set Next Meeting**

The next monthly meeting will be held on September 9, 2019 at 8:00 p.m. following the Board of Review from 6:00 p.m.–8:00 p.m. Motion by Dave and seconded by Bill to set next meeting date and adjourn. Motion carried. Meeting adjourned at 7:08 p.m.

Respectfully submitted by Sharon Riehl, Town Clerk.

TOWN OF HARTLAND  
 SHAWANO COUNTY, WISCONSIN  
 Summary Statement of Net Income  
 Calendar YTD 2019 as of  
**July 31, 2019**

	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>\$ Over Budget</u>
<b>Income</b>				
Taxes	-45.44	200,153.25	310,875	-110,722
Intergovernmental Revenues	42,917.07	110,009.02	187,309	-77,300
Licenses and Permits	1,500.00	7,187.79	8,000	-812
Public Charges for Services	0.00	802.50	938	-136
Miscellaneous Revenue	946.08	5,461.89	5,500	-38
<b>Total Income</b>	<u>45,317.71</u>	<u>323,614.45</u>	<u>512,622</u>	<u>-189,008</u>
<b>Expense</b>				
General Government	22,311.25	57,972.82	78,875	-20,902
Public Safety	3,973.25	33,504.25	69,114	-35,610
Public Works	90,426.83	194,186.82	321,880	-127,693
Culture, Recreation, Education	25.00	25.00		
Conservation & Development	24.00	3,034.00	7,900	-4,866
Debt Service	0.00	24,593.46	24,594	-1
<b>Total Expense</b>	<u>116,760.33</u>	<u>313,316.35</u>	<u>502,363</u>	<u>-189,072</u>
	<u><b>-71,442.62</b></u>	<u><b>10,298.10</b></u> *	<u><b>10,259</b></u>	<u><b>64</b></u>
Transfer to Fire Truck Reserve	0.00	10,000.00	10,000	0
	<u>-71,442.62</u>	<u>298.10</u>	<u>259</u>	<u>64</u>
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Beginning Fund Balance - All Accounts		558,022.03		
Net Income		<u>10,298.10</u> *		
Ending Fund Balance - All Accounts		568,320.13		
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Checking		3,613.37		
Money Market Account		292,010.56		
Michels Reclamation Fund		39,015.77		
Road Reserve		203,680.43		
Fire Truck Reserve		<u>30,000.00</u>		
		<u>568,320.13</u>		