

**TOWN OF HARTLAND MONTHLY MEETING**

August 10, 2020

Approved: September 14, 2020

**Town Officials:**

Chairman: Tom Riehl

Treasurer: Jenny Mitchell – Conference Call

Clerk: Sharon Riehl

Supervisor: Bill Berkhahn

Supervisor: Dave Bohm

Deputy Clerk: Rhoda Lehrke – Conference Call

Others present: Tim Leiterman, Christina Hornung, Robbie Woldt, Pam Berkhahn

**Call to Order**

The monthly meeting of the Town of Hartland, held on Monday, August 10, 2020 was called to order at 7:00 pm by the Town Chairman Tom Riehl, who led the pledge of allegiance.

**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.

**Closed Session**

At 7:07 pm, motion by Tom and seconded by Dave to enter closed session to discuss personnel issue. Motion carried. Entire board went into closed session including Jen Mitchell and Rhoda Lehrke on conference calls. At 7:17 pm, motion by Dave and seconded by Bill to adjourn closed session. Motion carried. Motion by Tom and seconded by Bill to reconvene open session. Motion carried.

**Minutes.**

The minutes from July 13, 2020 meeting were reviewed. Motion by Bill and seconded by Dave to approve. Motion carried.

**Treasurer’s Report**

July Income	\$47,798.38
July Expenses	\$8,922.51
Checking Account Balance	\$3,485.93
Money Market Balance	\$551,073.72
General Reserve Fund Balance	\$195,085.39
Michels Reclamation Fund	\$40,020.84
Total Cash on Hand	\$789,665.88

The treasurer’s report was read by Jen. 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 Voucher Checks, 10786 - 10795 totaling \$7,645.00. Motion by Dave and seconded by Bill to approve the August vouchers. Motion carried.

**Clerks Report**

Rhoda gave the financial report for July Month end. Motion by Tom and seconded by Dave to approve financial report. Motion carried. The clerk indicated there were 5 Special Assessments and 1 Town Hall Rental. Dearco finished

repairing the front door and replaced the notice board. Their quote for a new front door is \$5318 including hold open arms. The WEC CARES election grant was \$691.70 and COVID expenses need to be submitted by September 15. New ICE voting machine in 2021 will be approximately \$6600 less up to \$1500 from Shawano County. Clerk explained lessons learned after attending the UWGB Clerk Institute regarding liquor licenses, ordinance needed to have split shifts for election inspectors, document retention, posting minutes, etc. Motion by Tom and seconded by Dave to approve Ordinance 2020-02 Election Inspector Split Shifts. Motion Carried.

#### **Chairman/Road Report**

The chairman reported on 4 quotes received for Seal Coating the Town Hall parking lot. Entire board and all present went outside to listen to explanation from chairman regarding options. Motion by Tom and seconded by Bill to hire AC Asphalt, if they can include the West driveway for under \$2000. Motion carried.

Regarding S.Highline Rd, McMahon submitted a progress report on permitting which will be completed soon.

Someone discovered street signs dumped in a ditch on Oak Crest and several belong to Hartland. Tom will pick up any signs that are ours and will check with Paynter to see if any of our previous order can be cancelled.

A driveway permit was submitted for a property owner who only needs the fire number/sign. Tom will check with the county if there needs to be a building for a fire number. Another was submitted for only the driveway and does not need the fire number. It was agreed that each would pay \$100. TDS submitted another boring permit for \$1500 to bore under 3 more roads. They estimate 20 MG as being the slowest speed and a possible 50 MG for best.

Twin Creek Rd is in need of a culvert at a cost of \$400 to be installed by Matt Maroszek. Motion by Tom and seconded by Bill to install culvert on Twin Creek Rd to alleviate flooding and water damage to road. Motion carried.

#### **Fire Department Report**

Fire Chief Robbie Woldt reported 5 calls in July. There is a party interested in purchasing used truck. The Fire Department will not be having an open house for Founder's Day. There will be a new local Training Facility as opposed to training at NWTC.

#### **Zoning Administrator Report**

No report.

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

Minutes available.

#### **Bonduel School District**

Minutes available.

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

The next monthly meeting will be held on September 14, 2020, at 7:00 p.m. Meeting adjourned at 8:20 p.m.

TOWN OF HARTLAND  
 SHAWANO COUNTY, WISCONSIN  
 Summary Statement of Net Income  
 Calendar YTD 2020 as of  
**July 31, 2020**

	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>\$ Over Budget</u>
<b>Income</b>				
Taxes	0.00	215,700.17	312,585	-96,885
Intergovernmental Revenues	46,705.98	119,821.48	200,133	-80,312
Licenses and Permits	689.00	18,187.24	8,350	9,837
Public Charges for Services	0.00	0.00	938	-938
Miscellaneous Revenue	512.75	7,751.04	5,500	2,251
<b>Total Income</b>	<u>47,907.73</u>	<u>361,459.93</u>	<u>527,506</u>	<u>-166,046</u>
<b>Expense</b>				
General Government	3,911.56	42,853.20	78,450	-35,597
Public Safety	48.27	36,611.37	68,150	-31,539
Public Works	4,856.00	71,752.62	338,750	-266,997
Culture, Recreation, Education	0.00	0.00	50	-50
Conservation & Development	106.68	3,555.68	7,900	-4,344
Debt Service	0.00	23,958.05	23,958	0
<b>Total Expense</b>	<u>8,922.51</u>	<u>178,730.92</u>	<u>517,258</u>	<u>-338,527</u>
	<u><b>38,985.22</b></u>	<u><b>182,729.01</b></u> *	<u><b>10,248</b></u>	<u><b>172,481</b></u>
Transfer to Fire Truck Reserve (Jan)		-10,000.00	-10,000	0
Transfer from Fire Truck Reserve (Feb)	40,000.00	40,000.00		
Down Payment on 2020 Fire Truck (Feb) **	-40,000.00	-40,000.00		
	<u>38,985.22</u>	<u>172,729.01</u>	<u>248</u>	<u>172,481</u>
<b>** Budgeted for in Fiscal Years 2017 - 2020 at \$10,000 per year to build a reserve totaling of \$40,000.</b>				
<b>Beginning Fund Balance - All Accounts</b>		646,936.87		
<b>Net Income</b>		182,729.01 *		
<b>Down Payment on 2020 Fire Truck</b>		-40,000.00		
<b>Ending Fund Balance - All Accounts</b>		<u>789,665.88</u>		
<b>Account Balances:</b>				
Checking		3,485.93		
Money Market Account		551,073.72		
Michels Reclamation Fund		40,020.84		
Road Reserve		195,085.39		
		<u>789,665.88</u>		