

Minutes of the Town of Newbold Town Board Finance and Regular Town Board Meeting held on Thursday, April 14, 2022

The Town of Newbold Town Board met on **Thursday, April 14, 2022** at 6:00 p.m. for the Town Board Finance meeting and Regular Monthly Meeting, at the Newbold Fire Station, 4588 Highway 47, Rhinelander, Wisconsin, 54501, Oneida County, Wisconsin. The following were in attendance: Chairman Dave Kroll; Supervisors, Jim Staskiewicz, Mike Suefloth, Mike McKenzie and Dan Hess; along with Kim Gauthier, Clerk and Jodie Hess, Treasurer.

The finance meeting was called to order by Chairman Kroll at 6:00 p.m.

Budget Transfers and Approval of Disbursements:

Motion by Mr. Staskiewicz and Mr. McKenzie to approve the transfer from designated town shop fund to garage operating budget in the amount of \$9949 (garage door project); and transfer from designated fire insurance dues grant to VFD dues grant budget in the amount of \$1975.41 (fire boots). Motion carried on a voice vote of all aye.

Motion by Mr. Staskiewicz and Mr. Hess to approve bills and disbursements as presented. Motion carried on a voice vote of all aye.

Financial reports received including banking summary, cash status and designated funds reports, along with a report of budget vs y-t-d actual.

Clerk Gauthier noted the garage utilities budget is reaching the annual budgeted amount already in April. *Motion by Kroll and Staskiewicz to adjust the town garage utilities budget to \$10,000.00, an increase of \$3,000 transferred into this budget line item. Motion carried on a voice vote of all aye.*

The finance meeting adjourned at 6:20 p.m., with no objections.

Regular Town Board Meeting: Chairman, Kroll called the meeting to order at 6:30 p.m., and led the pledge of allegiance. The Clerk verified that the meeting was properly noticed on the three town bulletin boards.

Public comment and communication whereby the Town Board may receive input on any matter raised by the public. None.

Discussion and action on town hall project and annual elector meeting presentation.

Devin Flannigan, Keller Inc., went over his presentation for the annual meeting. Board discussion on annual meeting set up in the fire station bay area. Treasurer, Jodie Hess presented the financial information with borrowing amounts ranging from 1.1 mil to 1.5 mil. Along with tax implication to the town property owners. Mr. Hess updated the board on information received from the fundraising company in Wausau. The electors will vote on the proposed new town hall building at the April 19, 2022 annual meeting.

Approval of prior Town Board Meeting Minutes:

Motion by Mr. Staskiewicz and Mr. Hess to approve the minutes of March 31, 2022 special meeting and regular town board meeting minutes as presented. Motion carried on a voice vote of four aye and Mr. McKenzie abstaining.

Monthly Town Assessor Report by Jef Muelver, Town Assessor: Mr. Muelver provided the board with a written report and described issues with the assessment technology system and possible need to go with another company. The town data stored belongs to the town, but there are

challenges obtaining the data with the current company in an efficient manner. Mr. Muelver recommends the town request “xml” data from Market Drive. A draft of such request will be presented to the board and discussed at the May 12th board meeting.

Mr. Hess recommends the town consider a town owned program as a long-term solution and further research be done with the WTA on this consideration, since other municipalities may also be interested.

Library Report by Newbold Representative: Ruth Jaeger present and provided a report of library activity to include circulations at the highest since pre-pandemic times, the conference room will re-open for programs, May day craft kits are being distributed to seniors, staff attended library conference, first quarter spending falls into 23% of the annual budget.

County Board of Supervisors Report: Mr. Winkler was present and noted newly elected county board members will be sworn in next week.

Monthly report of terrestrial invasive species activity by Newbold representative.

Kathy King was unavailable, however submitted a list of future planned activities via an email which Chairman Kroll read.

Discussion and action on Oneida County Zoning Requests, Plan Commission and Citizen Zoning Requests, if any along with Plan Commission Chairman’s Report. Mr. Sueflohn, Chairman indicated the commission reviewed a tourist rooming ARP application at the last meeting.

Discussion and action on Administrative Review Permit (ARP) by Christine Glass, owner to rent the dwelling as a tourist rooming house for no less than seven (7) consecutive days on the following described property; Part of Govt. Lot 4, Section 26, T39N, R8E, PIN# NE 1275-16, 7784 W. Nokomis Drive, Town of Newbold.

Mr. Sueflohn indicated the plan commission reviewed the permit application and recommends approval with an after-the-fact fee of \$300 due to the town. *Motion by Mr. McKenzie and Mr. Hess to recommend county approval of the administrative review permit by Christine Glass, owner to operate the dwelling described. The motion was amended by McKenzie and Hess to include approval pending receipt of the town’s fee of \$300. Motion carried on a voice vote of all aye.*

Discussion and action on town road projects.

Mr. Fetzer indicated he applied for a first-time local road grant available through the new Infrastructure Road Grant in the 2022 state budget cycle that will be awarded May and June of 2022. The application is for Silver Shore Drive and a portion of gravel road on River Road. The grant requires the town obtain an engineer and 80% of the project could be paid for by the grant with a second round to come. The 2022 projects proposed with the town current budget is single chip seal of 4.07 miles total of various town roads, River Road reconstruction of the gravel portion of the road and Flannery Lake Rd reconstruction. Bid specifications presented to the board. *Motion by Mr. Sueflohn and Mr. Staskiewicz to approve the road bid specifications as presented. That motion carried on a voice vote of all aye.* Mr. Fetzer also noted there is need for major culvert replacement on Redpine Drive.

Discussion and action on gutter and fascia work on fire station one.

Mr. Fetzer noted he received a quote last year for gutters which only provided for five inch size and six inch is recommended for the size building at station one. That quote was approximately \$4,000. However, six inch will be researched and consideration of either painting the wood trim fascia or

wrap it in aluminum. The board directed Mr. Fetzer to obtain a quote for aluminum fascia and a six inch diameter gutter system and bring back to the May 12th board meeting.

Discussion and action on maintenance needs at the Town Shop.

Mr. Fetzer received estimates on concrete work at the shop on the double door approach, a wider concrete apron in the back of the wood structure, removal of the existing concrete apron to slope away from the building in the front and replace the approach to the east side of the poll building. The total for all three projects is estimated at \$9215.

The second priority is to paint and seal the concrete main shop building and paint/stain the adjoining wood structure. Third priority is to place a concrete pad in front of the fuel pumps and finally to alter the floor drainage in the wood structure of the shop.

Mr. Fetzer was directed by the board to obtain quotes for the outside building projects and bring back to the board on May 12th.

Motion by Mr. McKenzie and Mr. Suefloh to approve the concrete slab project at the town shop as presented. That motion carried on a voice vote of all aye.

Discussion and action on Town Ordinance Revision No. 12.02 (17), (a-h), Establish standards under Provisional Retail Liquor Licenses, along with fee schedule for license.

Ordinance revision #12.02(17), (a-h), was read and presented to the board to establish criteria for the town to issue provisional liquor licenses and set the fee for such. *Motion by Mr. Hess and Mr. Staskiewicz to approve the ordinance revision #12.02(17), as presented. Motion carried on a roll call vote of: McKenzie, aye; Hess, aye; Suefloh, aye; Staskiewicz, aye; Kroll, aye.*

Discussion and action on bartender/operator license applications. Applicants withdrew applications. No action required.

Discussion and action on Oneida County directory information pertaining to Town of Newbold officials.

Clerk distributed information for town officials to review and approve accordingly. No objections as presented. Clerk Gauthier will submit corrected information to the county clerk.

Update on recent spring election by Town Clerk.

Clerk Gauthier noted the town had 38.6% voter turnout compared to the 30% county-wide turnout. Just under 800 Newbold voters came through the fire station polling site. The biggest challenge was the distance voters had to access the voting set-up, along with parking distance for those with accessibility concerns. Set up included a parking lot attendant and temporary curbside parking available in front of the fire bays, along with installation of door bells for accessing and navigating opening doors. Overall there was a good set up and much time spent on ensuring adequate accessibility and staffing. No concerns at ward one polling location at the St. Germain church in Newbold.

Administrative review and action, if necessary, concerning general government, public safety, recycling, sanitation, culture, education, job assignments, project updates, transportation, budget items, fund transfers, and future agenda items.

Next town board meeting scheduled for April 28, 2022. Annual meeting is April 19th at 7:00 p.m.

Future agenda item requests included revisiting the carpeting project at the fire station, plan commission appointments, liquor license application for Backwaters Bar and Grill.

Newly elected town officials sworn in: Dan Hess and Mike McKenzie for the next two year term.

Chairman Kroll noted he was contacted regarding the lack of buoy maintenance on Pickerel Lake.

Public Comment Period. Jim Winkler commented on the need for bathroom access for those using the town playground outside the town hall and requested consideration of accessing the building from the outside in the new proposal.

Brad White congratulated Supervisors Hess and McKenzie and noted the town is in good hands. Mr. White also thanked the town assessor for information on data technology and encouraged the town board to heed the warning and take possession of the assessment records. Mr. White also asked the board if Foley Tree was requesting exemptions for crane use on town roads and recommended protecting the town roads from such activity.

Adjournment. *The meeting adjourned at 8:45 p.m., with no objection by the board.*

Respectfully Submitted by
Kim Gauthier, Newbold Town Clerk