

## **Minutes of the Town of Newbold Town Board Regular Town Board Meeting held on Thursday, August 25, 2022**

The Town of Newbold, Town Board, met on Thursday, August 25, 2022 at 6:30 p.m., for the Town Board Regular Monthly Meeting, held 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 Sueflohn, Mike McKenzie; Kim Gauthier, Clerk. Absent and excused were Dan and Jodie Hess.

Chairman Kroll called the meeting to order at 6:30 p.m., led the audience in the pledge of allegiance and the Clerk verified the agenda was properly noticed to the public.

**Public comment.** None

**Approval of prior town meeting minutes.** *Motion made by Mr. Sueflohn and Mr. Staskiewicz to approve the August 11, 2022 town board meeting minutes, as presented. Motion carried on a voice vote of all aye.*

**County Board of Supervisors report** by Newbold Representatives. Both were absent and excused.

### **Monthly report of Public Works by Director, Mark Fetzer.**

A written report was provided by Mr. Fetzer. Recent public works activity include mowing, trimming branches along Fetke Lake Rd, grading and work on gravel roads, culvert work, picnic tables were moved from NORA and back during the weekend of the fire department picnic and single chip seal projects are complete.

### **Discussion and action on gravel crushing at the town gravel pit.**

This item was tabled until the next meeting pending receipt of another quote.

### **Monthly report of Newbold Fire Department by Chief Fetzer.**

A written report was provided by Chief Fetzer from with activity from March through July. There were 34 fire calls during that time frame and 54 first responder calls. The annual picnic went well and the initial fundraising appears to be an increase from past years.

### **Discussion and action on sale of fire department suburban.**

Chief Fetzer indicated the Land O'Lakes Fire Department has made an offer to purchase the vehicle outside of the auction site so it was not placed for auction. Chief Fetzer recommended the \$15,000 offer be considered by the town board. *Motion by Mr. Staskiewicz and Mr. Sueflohn to authorize the sale of the suburban to the Land O'Lakes fire department in the amount of \$15,000 as presented. That motion carried on a voice vote of all aye.*

### **Discussion and action on Oneida County Zoning requests, Plan Commission and citizen zoning requests and chairman's report.**

Chairman Sueflohn noted the commission will meet next week on a county review application.

### **Discussion and action on Bartender/Operator License applications.**

The Clerk presented bartender applications for review by the board.

*Motion by Mr. McKenzie and Mr. Staskiewicz to approve the bartender license application for Joshua Granderson, as presented. Motion carried on a voice vote of all aye.*

*Motion by Mr. Suefloh and Mr. Staskiewicz to approve the bartender license application for Roxanne Fortin as presented. That motion carried on a voice vote of all aye.*

**Discussion and action on town hall project, updates, BOCPL construction loan update, re-bidding process and any other project matter with Keller, Inc.**

Board discussion and questions on pre-bid walk through, bid process and forms and timeline revisions, along with the comparable on bids received versus projected costs by Keller, Inc. A new bid notice will be discussed by the board at the September 22<sup>nd</sup> meeting with bids available October 11<sup>th</sup>, pre-bid walkthrough (optional) on October 25<sup>th</sup> and bid opening November 3, 2022 at 3:00 p.m., with final board approval/award on November 10<sup>th</sup>. Devin Flanigan, Keller Inc. provided clarification on the flooring question of the difference between carpet tile and walk-off carpet. Clerk Gauthier provided a brief loan update received from Treasurer, Jodie Hess in her absence. Discussion by Mr. Flanigan on rough carpentry and finish carpentry specifications. It was decided by the board to separate the two in the next bid process.

**Discussion and possible action or update on fundraising activity for the town hall.**

Chairman Kroll indicated the flyer is not complete yet, as the contact for printing was out due to illness. Mr. Hess will have an update at the next meeting.

**Discussion and action on town website management.**

Chairman Kroll indicated prior to his term expiring he would like the Clerk to take over the website management. He also provided outside vendor information from three website companies who provide re-build and maintenance ranging from \$3000 to \$9000, for board consideration. However, since creating the website for the town many years ago Chairman Kroll recommends maintaining that same website platform by placing it on the Clerks computer. Clerk Gauthier is willing to place documents on the website but indicates she does not have I.T. experience related to design or technical website maintenance and would like an updated website to be a consideration in the future This may be researched in the future. No action at this time.

**Discussion and action on town absentee voting locations.**

Clerk Gauthier provided the board with a copy of the absentee voting notice for the town, citing the in-person absentee voting locations to be 4588 Hwy 47 fire station and the clerk's home office when necessary. The board approved of the two locations listed for in-person absentee voting.

**Discussion and action on appointment of WHIP TIS/AIS liaison, Stephanie Boismenu.**

Chairman Kroll recommends Ms. Boismenu take over the town liaison position to replace Kathy King and work with Rosie from WHIP. This is a non-expiring term as a volunteer. Ms. Boismenu has agreed to take on the role. *Motion by Mr. McKenzie and Mr. Staskiewicz to approve the appointment of Ms. Boismenu as the voluntary liaison for TIS/AIS in the town. Motion carried on a voice vote of all aye.*

**Discussion and possible action on fireworks permit request at Ms. Lynn Vickerstaff property, 7183 County Road D, Lake Tomahawk, WI, located in the Town of Newbold for a 2023 event.**

Chairman Kroll indicated he received a request for July 4, 2023, however had concerns issuing the permit as the chairman when he has no intentions of remaining in the position after the April 2023 term expires. The permit requestor would like to secure the vendor with a guarantee that a permit will be issued by the town. *Motion by Mr. McKenzie and Mr. Suefloh to approve the*

firework permit for Ms. Vickerstaff, as described. Motion carried on a majority voice vote with Mr. Kroll abstaining.

**Approval and Payment of any bills and/or funds adjustments.** Motion by Mr. Staskiewicz and Mr. Sueflohn to approve the transfers due to August tax settlement from the general fund to designated fire department equipment \$23,416.97 and designated first responder \$1,672.65 and designated bridge fund \$669.06 and designated capital equipment \$16,391.88 and designated town hall \$5,352.46 and designated town shop \$1,672.65 and outdoor recreation donations in the amount of \$199.00. Motion carried on a voice vote of all aye.

Mrs. Gauthier asked the board where the painting expense for station one should be transferred from to cover the final invoice presented. Motion by Chairman Kroll and Mr. McKenzie to transfer funds from general fund to station one budget in the amount of \$6,868.00. Motion carried on a voice vote of all aye.

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

**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 is September 8<sup>th</sup> at 6:00 p.m.

**Public comment and communication** period per Wisconsin statutes whereby the town board may receive input on any matter raised by the public.

Brad White asked for an update on the flooring project in the meeting room at station one. Mr. Fetzer noted the tile in the kitchen area is complete with the remaining carpet install throughout the room and hallways to take place next week.

The meeting was **adjourned** at 8:16 p.m., with no objection.

Respectfully submitted by

Kim Gauthier, Town Clerk