

**CLOSED SESSION & REGULAR MONTHLY MEETING –  
DECEMBER 9, 2002**

On Monday, December 9, 2002, the Town Board of the Town of Salem held a Special Meeting at 6:00 PM. Roll call was taken as follows: Present were Chairman Shirley Boening; Supervisors, Diann Tesar; Joseph Meier; and Dolores E. Terry. Supervisor Brockhaus was absent. Also present were: Clerk, Toni Seitz; Deputy Clerk, Linda Terry; Utility Plant Manager, Brad Zautcke; Utility Plant Engineer, Chris Kaempfer; and Town Attorney, Richard Scholze. At that time, the Board convened to closed session for the purpose of conferring with Legal Counsel concerning strategy to be adopted by the Town with respect to litigation in which it is likely to become involved regarding the possible challenge to Paddock Lake’s Annexation, pursuant to Section 19.85(1)(g) of the Wisconsin Statutes, **ON A TESAR/TERRY MOTION. The Board was polled as follows: Tesar-aye; Terry-aye; Meier-aye; and Boening-aye. MOTION CARRIED 4-0.**

At 7:00 PM, after much discussion regarding the above, the Board moved to open session on a **TERRY/MEIER MOTION. MOTION CARRIED 4-0.**

The Pledge of Allegiance was recited. Roll call as follows: Chairman Shirley Boening; Supervisors, Diann Tesar; Dolores Terry; and Joseph Meier. Absent was Supervisor Jake Brockhaus, and Town Treasurer, Chris Lamb. Also present were: Clerk, Toni Seitz; Deputy Clerk, Linda Terry; Utility Plant Manager, Brad Zautcke; Utility Plant Engineer, Chris Kaempfer; Town Attorney, Richard Scholze; and Land Development Coordinator, Phil Cayo.

Minutes from previous meetings of 11/14/02 and 11/18/02 were **APPROVED ON A TESAR/MEIER MOTION. MOTION CARRIED 4-0.**

Supervisor Meier read the Treasurer’s Report as follows:

**NOVEMBER, 2002 – CASH REPORT FOR THE GENERAL ACCOUNT:**

**November 1, 2002 – Beginning Balance \$871,334.81**

RECEIPTS \$309,853.77

Transfer from Tax Fund\$ 495.50 (Ck #4587)

DISBURSEMENTS \$524,518.01

PAYROLL \$ 60,167.63

**Total \$584,685.64**

TRANSFER TO TRAILS \$ 50,000.00

**November 30, 2002 – Ending Balance \$546,998.44**

State Pool – General \$424,574.57

General Checking \$122,423.87

**Totals \$546,998.44**

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**NOVEMBER, 2002 – CASH REPORT FOR THE TAX ACCOUNT:**

**November 1, 2002 – Beginning Balance** **\$ 40,775.37**

RECEIPTS \$ 2,068.20

DISBURSEMENTS \$ 1,536.02

Transfer to General Fund \$ 495.50 (Ck#4587)

**November 30, 2002 – Ending Balance** **\$ 40,812.05**

State Pool – Tax \$ 5,474.81

Tax Checking \$35,337.24

**Total** **\$40,812.05**

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**NOVEMBER, 2002 – CASH REPORT FOR THE PARK ACCOUNT:**

**November 1, 2002 – Beginning Balance** **\$819,723.73**

RECEIPTS \$ 47,256.25

**November 30, 2002 – Ending Balance** **\$866,979.98**

State Pool – Parks \$ 313,106.22

Zone 1 \$ 112,705.23

Zone 2 \$ 82,363.93

Zone 3 \$ 63,089.07

Zone 4 \$ 43,214.36

Zone 5 \$ 193,377.85

Zone 6 \$ 54,278.00

Zone 9 \$ 4,845.32

**Totals \$ 866,979.98**

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**NOVEMBER, 2002 – CASH REPORT FOR THE TRAILS ACCOUNT:**

**November 1, 2002 – Beginning Balance** **\$104,350.05**

RECEIPTS \$ 149.77

TRANSFER FROM GEN. FUND \$50,000.00

**November 30, 2002 – Ending Balance** **\$154,499.82**

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**NOVEMBER, 2002 – CASH REPORT FOR THE MAINTENANCE ACCOUNT:**

**November 1, 2002 – Beginning Balance** **\$ 12,526.95**

RECEIPTS \$ 6.34

**November 30, 2002 – Ending Balance** **\$ 12,533.29**

Supervisor Terry read the Vouchers as follows:

**TOWN**

**UTILITY DISTRICT**

**GENERAL ACCOUNT**

End of Nov., 2002 = \$292,455.57    End of Nov., 2002 = \$146,621.44  
December, 2002 = \$ 43,716.74    December, 2002 = \$ 46,845.75

**TOWN PAYROLL:**  
#24 = \$36,584.28

**UTILITY DISTRICT PAYROLL:**  
#24 = \$14,331.79

**Vouchers were APPROVED ON A MEIER/TESAR MOTION. MOTION CARRIED 4-0.**

***CITIZEN COMMENTS:***

At this time, Mr. Phil Cayo questioned the snowmobile trail that presently is behind the Town Hall. He stated that the trail will have to be re-routed when construction starts on the Town Hall Addition.

Chairman Boening stated that someone would get in touch with the snowmobile club and explain the circumstances.

***UTILITY DISTRICT BUSINESS:***

**1. CONSIDERATION OF AN ENGINEERING CONTRACT REVISION FOR THE SANITARY SEWER REHABILITATION PROJECT PHASE #2:**

Mr. Kaempfer stated that the Town had a contract with Insituform, but they failed to get the work done in a timely fashion. The work is now done; however, the Town should approve a change order for "avoidable delay". The Town will incur an additional cost of \$15,000.00 for the additional time that it took to get the work done.

**APPROVE CHANGE ORDER FOR AN ADDITIONAL COST OF \$15,000.00, MADE ON A MEIER/TERRY MOTION. The Board was polled as follows: Tesar-aye; Meier-aye; Terry-aye; and Boening-aye. MOTION CARRIED 4-0.**

**2. DISCUSSION AND POSSIBLE ACTION REGARDING THE CONTRACT WITH INSITUFORM TECHNOLOGIES FOR THE REHABILITATION PROJECT PHASE #2:**

**APPROVE CHANGE ORDER FOR AVOIDABLE DELAY, MADE ON A TESAR/MEIER MOTION. MOTION CARRIED 4-0.**

**3. CONSIDERATION OF CHANGE ORDERS 1210201-03 AND 1210201-04 FOR THE LIFT STATION #19 RELOCATION PROJECT:**

Mr. Zautcke stated that change order #1210201-03 is a time extension of 49 days. Change order #1210201-04 is for a decrease of \$600.00.

**MOTION TO APPROVE THE CHANGE ORDERS, MADE ON A TERRY/MEIER MOTION. MOTION CARRIED 4-0.**

***TOWN BUSINESS:***

**1. COMMITTEE REPORTS:**

There is a Park Commission Meeting on December 18<sup>th</sup> at 7:00 PM, at the Salem Town Hall.

Emergency Services will meet on Wednesday, December 11, 2002.

Chairman Boening stated that she received a letter from Camp/Center Lake Rehab. District regarding the work that was done there. At a previous meeting, the Town Board approved paying a portion of the work. The cost to the Town will be \$1,284.30.

**2. TOWN BOARD ACTION REGARDING MINUTES FROM PLAN COMMISSION MEETING OF 11/21/02:**

DISCUSSION AND POSSIBLE ACTION REGARDING PROPOSED LAND USE PLAN AMENDMENT, REZONING REQUEST (from A2 to R3 and R8, AND PRELIMINARY PLAT FOR THE PROPOSED MILL CREEK EAST SUBDIVISION/PARCEL #65-4-120-113-1200 AND 65-4-120-142-0101: (this was previously tabled):

**APPROVE PLAN COMMISSION'S RECOMMENDATION TO HAVE MR. MILLS BRING BACK A REVISED PLAN REMOVING LOTS 41 AND 42; AND REMOVING BUILDINGS 1-6 OF THE CONDOMINIUMS AND REPLACING THEM WITH 4 SINGLE-FAMILY HOMES; SHOW BIKE PATH/WALKING TRAIL; AND HAVE DEED RESTRICTIONS ON OUTLOT #2, MADE ON A MEIER/TERRY MOTION. MOTION CARRIED 4-0.**

DISCUSSION AND POSSIBLE ACTION REGARDING LAND USE PLAN/MAP AMENDMENT FOR JAMES & SUE ROGERS/HARVEST HOMES; PORTION OF #66-4-120-241-0100 AND #66-4-120-134-0100; APPROXIMATELY 160 ACRES NORTH AND WEST OF INTERSECTION OF 98<sup>TH</sup> STREET AND WILMOT ROAD: **APPROVE PLAN COMMISSION'S RECOMMENDATION TO AMEND LAND USE PLAN TO R-1, WITH THE UNDERSTANDING THAT THIS WILL ALSO BE INCLUSIVE OF "RC" RURAL CLUSTER DEVELOPMENT DISTRICT WHEN IT GETS REZONED, MADE ON A MEIER/TESAR MOTION. Clerk Seitz polled the Board as follows: Tesar-aye; Meier-aye; Terry-aye; Boening-naye, (due to the fact that this is not in the sewer service area), MOTION CARRIED 3-1.**

**3. TOWN BOARD ACTION REGARDING MINUTES FROM PARK COMMISSION MEETING OF 11/20/02:**

**NO ITEMS TO ACT ON**

**4. CONSIDERATION OF POSSIBLE LITIGATION WITH PADDOCK LAKE REGARDING ANNEXATION:  
TABLE THIS MATTER TO A LATER DATE, MADE ON A MEIER/TERRY MOTION. MOTION CARRIED 4-0.**

**5. CONSIDERATION OF EASEMENTS FOR UNDERGROUND FIRE PROTECTION TANK WITH SUMMERHILL DEVELOPMENT:**

Mr. Cayo stated that this is for Hawk's Run Subdivision; the Town will own these tanks. However, the legal description on the paperwork that the Town presently has, is incorrect.

**TABLE THIS MATTER UNTIL THE LEGAL DESCRIPTION IS CORRECTED, MADE ON A TERRY/TESAR MOTION. MOTION CARRIED 4-0.**

**6. CONSIDERATION OF APPOINTING CRYSTI NEUMAN AS DEPUTY TREASURER:  
APPROVED ON A MEIER/TESAR MOTION. MOTION CARRIED 4-0.**

**7. CONSIDERATION OF 2003 WAGE INCREASE FOR ALL TOWN NON-UNION EMPLOYEES:**

Chairman Boening stated that all raises were incorporated into the 2003 Budget. Due to the fact that there is more than one building inspector working for the Town, Mr. Jack Rowland should have the title of "Chief Building Inspector".

**MOTION TO APPROVE THE INCLUSION OF CHIEF BUILDING INSPECTOR, MADE ON A TERRY/TESAR MOTION.**

The Board made the decision to give an increase of 3% to all non-union employees, with the exception of Mr. Jack Rowland and Mr. Brad Zautcke. They will get an additional \$.50, due to the fact that they are heads of departments.

The raises will be as follows:

<i>CHRISTINE LAMB</i>	<i>TREASURER</i>	<i>18.12</i>
<i>LINDA TERRY</i>	<i>DEPUTY CLERK</i>	<i>16.48</i>
<i>CRYSTI NEUMAN</i>	<i>DEPUTY TREASURER</i>	
<i>10.30</i>		
<i>JACK ROWLAND</i>	<i>CHIEF BLDG. INSPECTOR</i>	<i>23.76</i>
<i>DON FOX</i>	<i>BLDG. INSPECTOR</i>	<i>23.26</i>
<i>PHIL CAYO</i>	<i>LAND DEV. COORDIN.</i>	<i>23.26</i>
<i>RON KURYANOWICZ</i>	<i>PUBLIC SAFETY</i>	<i>20.60</i>
<i>GEORGE VUJOVIC</i>	<i>GEN. HWY. FOREMAN</i>	<i>24.33</i>
<i>MIKE WHETSTONE</i>	<i>CHIEF-WATER PATROL</i>	<i>18.54</i>
<i>ALL OTHER WATER PATROL PERSONS</i>		<i>17.51</i>
<i>BRAD ZAUTCKE</i>	<i>U.D. ADMINISTRATOR</i>	<i>24.04</i>
<i>GARY CAPUTO</i>	<i>2<sup>ND</sup> IN COMMAND AT U.D.</i>	<i>19.88</i>
<i>SHARON RIESSELMANN</i>	<i>U.D. OFFICE</i>	<i>17.15</i>
<i>MARY GARNETT-HAYES</i>	<i>U.D. OFFICE(P.T.)</i>	<i>10.30</i>

**RAISES APPROVED ON A TERRY/MEIER MOTION. MOTION CARRIED 4-0.**

**8. APPOINTMENT OF POLLWORKERS FOR 2003 THRU 2004 INCLUDING \$.25 RAISE:**

The raise of \$.25 would increase the present wage as follows:

Captains will get \$7.50/hour

Workers will get \$7.25/hour

The pollworkers are as follows:

<b>PRECINCT #1</b>	<b>PRECINCT #2</b>	<b>PRECINCT #3</b>
Henrietta Bluma	Linda Orvis	Jim Kutzler
Elaine Tesar	Nancy Cayo	Judy Kutzler
Adair Helmer	Luanne Olson	Marnae Persik
Carol Kellum	Jody Rees	Joyce Pofahl
Mildred Stockwell	Tom Steiner	Frances Slamar
	Eileen Griffin	

**APPROVE THE ABOVE POLLWORKERS, WITH A WAGE INCREASE OF \$.25 PER HOUR, MADE ON A MEIER/TERRY MOTION. MOTION CARRIED 4-0.**

**9. CONSIDERATION OF OPERATOR'S LICENSES PENDING CLEAR RECORD CHECKS:**

Nancy Dulek

**APPROVED ON A TESAR/MEIER MOTION. MOTION CARRIED 4-0.**

**At 7:50 PM, the meeting was ADJOURNED ON A TESAR/MEIER MOTION.  
MOTION CARRIED 4-0.**

**Minutes submitted by:\_\_\_\_\_Town Clerk.**

**Minutes prepared by:\_\_\_\_\_Deputy Clerk.**