

**MINUTES
TOWN OF SALEM
PUBLIC HEARING AND REGULAR MEETING OF THE BOARD OF SUPERVISORS
Monday, October 13, 2014 7:00 P.M.**

Chairman Diann Tesar called this Public Hearing and Regular Meeting of the Town of Salem Board of Supervisors to order at 7:00p.m., with the following present:

- CHAIRMAN:** Diann Tesar
- BOARD OF SUPERVISORS:** Dennis Faber, Mike Culat and Ted Kmiec. Supervisor Dan Campion was excused from this meeting.
- OTHERS:** Attorney Wanasek, Administrator Casey, Brad Zautcke, Jack Rowland Engineer Jefferey Rau, and Cindi Ernest.
- GUESTS:** Jerry Leslie, Mike Ullstrup, John Roberts, Fred Brown, Larry Simon and Darren Hillock.

PLEDGE OF ALLEGIANCE

Chairman Tesar led the Pledge of Allegiance.

OPEN MEETING COMPLIANCE CHECK

The agenda was posted prior to 4:00 p.m. on Wednesday, October 8, 2014 at the Town Hall Municipal Building, Salem Post Office, Camp Lake Post Office, Wilmot Post Office, and the Trevor Post Office. It was also posted on the Town's website.

APPROVAL OF AGENDA SEQUENCE

There was no change in the agenda sequence.

CITIZEN COMMENTS

Jerry Leslie spoke against the ATV routes proposed and stated he had done a lot of research and that nothing the Town is doing is correct.

Highway Department Head Mike Murdoch arrived at this meeting at 7:10 pm.
Fire Chief Mike Slover arrived at this meeting at 7:12 pm.

PRESENTATIONS, PETITIONS, COMMUNICATIONS, & OTHER AGENCY REPORTS

1.) The Charter for the Incorporation Committee (formed by the Town Board) was presented to the Board in their packets. Committee Chairman, Mike Ullstrup, requested permission for the committee to have a Town email to encourage comments and suggested study@townofsalem.net. He also requested that the future committee be referred to as the "Incorporation Study Committee" as that is what they are doing is studying the pros and cons. He also requested that he be allowed to consult with the Town's attorney if necessary.

Chairman Tesar responded that the attorney is very expensive and suggested he speak with Administrator Casey if the need should arise and let him determine or contact the attorney if necessary.

MOTION BY Supervisor Faber, second by Supervisor Culat to approve the committee name change to "Incorporation Study Committee" and to allow the use of a Town email to encourage news and comments.

UNANIMOUS VOTE – AYE

MOTION CARRIED

2.) A request from Trevor Grade School for the annual contribution to the Trevor – Wilmot Grade School Halloween Event was presented. The event will be held on October 24th.

MOTION BY Supervisor Faber, second by Supervisor Culat to purchase services at Trevor- Wilmot Grade School in the amount of \$200.

UNANIMOUS VOTE – AYE

MOTION CARRIED

BUILDING DEPARTMENT

1.) The bid tab for the demolition and site clearance for a garage located at 8548 Antioch Road, Salem, WI (Located on the West side of Antioch Road, South of 84th Street.) Tax Parcel ID # 65-4-120-151-0220 was presented. There was only one bid submitted by Barhyte & Sons Excavating & Landscaping in the amount of \$4,250.

MOTION BY Supervisor Faber, second by Supervisor Kmiec to accept the bid for excavating in the amount of \$4,250.

UNANIMOUS VOTE – AYE

MOTION CARRIED

SEWER UTILITY DEPARTMENT

1.) Partial Payment Request No. 4 by Staab Construction Corporation, in the amount of \$570,081.70 for the Wastewater Treatment Plant Upgrades was presented.

MOTION BY Supervisor Culat, second by Supervisor Faber to approve Partial Payment Request No. 4 by Staab Construction Corporation, in the amount of \$570,081.70 for the Wastewater Treatment Plant Upgrades as presented.

UNANIMOUS VOTE – AYE

MOTION CARRIED

2.) Task Order No. 14-02, with Strand Associates, for design, funding assistance, and bidding-related services associated with improvements to sanitary sewer lift stations was presented.

This is for the second phase of the plan which was approved last year.

MOTION BY Supervisor Faber, second by Supervisor Culat to approve Task Order No. 14-02, with Strand Associates, for design, funding assistance, and bidding-related services associated with improvements to sanitary sewer lift stations as presented.

UNANIMOUS VOTE – AYE

MOTION CARRIED

STORM WATER DEPARTMENT

1.) This item was removed from the agenda due to no submittal of a final Project Payment by Wanasek Corporation.

HIGHWAY DEPARTMENT

1.) Project Payment No 3, which includes Change Orders No 1 & No 2, by Black Diamond Corporation for the 2014 Road Paving Project was presented.

MOTION BY Supervisor Kmiec, second by Supervisor Faber to approve Project Payment No 3, which includes Change Orders No 1 & No 2, by Black Diamond Corporation for the 2014 Road Paving Project as presented.

UNANIMOUS VOTE – AYE

MOTION CARRIED

ADMINISTRATOR’S BUSINESS

1.) Resolution 14-10-13, A Resolution Accepting Land Dedicated for Public Purposes, in the Woodhaven Meadows Subdivision and related Quit Claim Deed was presented.

MOTION BY Supervisor Faber, second by Supervisor Culat to adopt Resolution 14-10-13, A Resolution Accepting Land Dedicated for Public Purposes, in the Woodhaven Meadows Subdivision and related Quit Claim Deed as presented.

UNANIMOUS VOTE – AYE

MOTION CARRIED

2.) The following improvements, at Woodhaven Meadows are complete and the dedication of public improvements in the Woodhaven Meadows Subdivision for the following is being requested: Grading & Excavating, Sanitary Sewer System & Lift Station, Storm Water System and Grading, Road Paving, Sidewalk, Curb & Gutter, Park Equipment, Street Lights & Street Trees.

MOTION BY Supervisor Culat, second by Supervisor Faber to approve the dedication of public improvements in the Woodhaven Meadows Subdivision for Grading & Excavating, Sanitary Sewer System & Lift Station, Storm Water System and Grading, Road Paving, Sidewalk, Curb & Gutter, Park Equipment, Street Lights & Street Trees.

UNANIMOUS VOTE – AYE

MOTION CARRIED

3.) The improvements at Woodhaven Meadows are nearly complete and they are requesting a release of a portion of the cash deposit which the Town holds, in the amount of \$107,262.

MOTION BY Supervisor Culat, second by Supervisor Faber to approve the reduction of a portion of the cash deposit which the Town holds, in the amount of \$107,262.

UNANIMOUS VOTE – AYE

MOTION CARRIED

4.) Fred Brown, representing Liberty Corners Trust, had no interest in bidding on the lease of 40 acres owned by the Town, located on CTH “C”. An agreement was reached between R & C Hawkins Farm and the Town of Salem.

MOTION BY Supervisor Faber, second by Supervisor Culat to approve the lease agreement between R & C Hawkins Farm and the Town of Salem.

UNANIMOUS VOTE – AYE

MOTION CARRIED

CLERK’S BUSINESS

1.) The minutes of the previous meeting of a Regular Board meeting on 9/08/2014 and a Special Meeting on 9/29/2014 was presented.

MOTION BY Supervisor Faber, second by Supervisor Kmiec to approve the minutes of a Regular Board meeting on 9/08/2014 and a Special Meeting on 9/29/2014 as presented.

UNANIMOUS VOTE – AYE

MOTION CARRIED

2.) Operator License applications were filed with the Town Clerk as follows. Approval is contingent on background check clearance, completion of beverage server class, and payment of the necessary fees.

Debra L Schroeder	Sarah Herd	Amanda Barth	Amy Vlasaty
Katie Pleviak – Jordan	Cheri Sinkovec	Janel Coia	Carrie Snyder
Linda A Picard			

MOTION BY Supervisor Faber, second by Supervisor Culat to approve the Operator Licenses as presented with approval is contingent on background check clearance, completion of beverage server class, and payment of the necessary fees.

UNANIMOUS VOTE – AYE

MOTION CARRIED

3.) An Operator License application was filed with the Town Clerk as follows. Approval is contingent on background check clearance, completion of beverage server class, and payment of the necessary fees.

Sarah Glithero

MOTION BY Supervisor Faber, second by Supervisor Culat to deny the Operator License for Sarah Glithero.

UNANIMOUS VOTE – AYE

MOTION CARRIED

4.) A Liquor License application was filed with the Clerk for retail license to sell fermented malt beverages and intoxicating liquors, in accordance with the provisions of CHAPTER 125.04 of the Wisconsin State Statutes by the following with approval contingent on background check clearance, payment of delinquent taxes, assessments, and all necessary fees.

CLASS “A” BEER AND “CLASS A” LIQUOR

Handy Gas Plus, Inc.
1526 Eagle Ridge Dr.
Antioch, IL 60002
AGENT: Radha P Patel

Handy Gas Plus, Inc
12511 Antioch Road
Trevor, WI 53109

MOTION BY Supervisor Faber, second by Supervisor Culat to approve the Liquor License as presented with approval contingent on background check clearance, payment of delinquent taxes, assessments, and all necessary fees.

UNANIMOUS VOTE – AYE

MOTION CARRIED

5.) A Cigarette License application was filed with the Clerk by the following, with approval contingent on background check clearance, payment of delinquent taxes, assessments, and all necessary fees.

Handy Gas Plus, Inc.

MOTION BY Supervisor Faber, second by Supervisor Culat to approve the Cigarette License as presented with approval contingent on background check clearance, payment of delinquent taxes, assessments, and all necessary fees.

UNANIMOUS VOTE – AYE

MOTION CARRIED

6.) The vouchers for September 9, 2014, through October 13, 2014, were presented as follows:

Vouchers issued from September 9, 2014 through October 13, 2014		\$ 1,336,607.40
Payroll #19 Ending	9/06/14	\$ 70,939.60
Payroll #20 Ending	9/20/14	\$ 64,693.09
Payroll #21 Ending	10/04/14	\$ 69,888.09

Total		\$ 1,39542,128.18

MOTION BY Supervisor Faber, second by Supervisor Culat to approve the payment of the voucher as presented.

UNANIMOUS VOTE – AYE

MOTION CARRIED

TREASURER'S REPORT

1.) Chairman Tesar read the Treasurer's report for September 1, 2014 through September 30, 2014 as follows:

SEPTEMBER 2014 - CASH REPORT FOR THE GENERAL ACCOUNT - TOWN OF SALEM

September 1, 2014- Beginning Balance **\$1,772,751.15**

<u>RECEIPTS</u>	\$ 334,132.25
Transfers In	\$ 706,370.88
Prior Month Adjustment	\$ 80,916.60

<u>DISBURSEMENTS</u>	\$ 1,328,654.83
PAYROLL	\$ 152,155.66
Transfers Out	\$ 0.00
Total	\$ 1,480,810.49

September 30, 2014- Ending Balance **\$1,413,360.39**

State Pool - General	\$ 611,641.54
Gen. Checking	\$ <u>801,718.85</u>
Totals	\$ 1,413.360.39

SEPTEMBER 2014 - CASH REPORT FOR THE TAX ACCOUNT - TOWN OF SALEM

September 1, 2014 - Beginning Balance **\$ 1,130.98**

<u>RECEIPTS</u>		\$.08
Trnsfr from Gen. Ck.	\$	0.00	

<u>DISBURSEMENT</u>			
Trnsfr to Gen. Ck	\$	0.00	

September 30, 2014 - Ending Balance **\$ 1,131.06**

SEPTEMBER 2014 - CASH REPORT FOR THE PARK ACCOUNT - TOWN OF SALEM

September 1, 2014 - Beginning Balance **\$ 352,632.42**

<u>RECEIPTS</u>		\$	3,258.88
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<u>DISBURSEMENTS</u>			
Transfer to LGIP 8	\$	0.00	

September 30, 2014- Ending Balance **\$ 355,891.30**

SEPTEMBER 2014 - CASH REPORT FOR THE MAINTENANCE ACCOUNT-SALEM

September 1, 2014 Beginning Balance **\$ 42,372.64**

<u>RECEIPTS</u>	\$	415.56
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September 30, 2014 Ending Balance **\$ 42,788.20**

SEPTEMBER 2014 - CASH REPORT FOR THE CAPITAL PROJECTS ACCOUNT – SALEM

September 1, 2014 Beginning Balance **\$ 1,603,134.66**

<u>RECEIPTS</u>	\$	3,404.99
Transfer In	\$	0.00

<u>DISBURSEMENTS</u>		
Transfer Out	\$	706,370.88

September 30, 2014 Ending Balance **\$ 900,168.77**

properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. This closed session is relative to current Town owned real estate and union pension.

And

Section 19.85(1)(g), Wis. Stats. for the purpose of conferring with Town legal counsel concerning strategy to be adopted by the Town with respect to litigation in which it is likely to become involved. This is pertaining to possible litigation.

ROLL CALL VOTE

Supervisors Faber, Culat and Kmiec and Chairman Tesar – AYE

MOTION CARRIED

The Town Board moved out of Open Session and convened into Closed Session at 7:51 pm.

MOTION BY Supervisor Faber, second by Supervisor Culat to move out of Closed Session and into Open Session.

ROLL CALL VOTE

Supervisors Faber, Culat and Kmiec and Chairman Tesar – AYE

MOTION CARRIED

The Town Board moved out of Closed Session and reconvened into Open Session at 8:35 pm.

2.) There was no discussion, action or announcement relative to Section 19.85(1)(e) referenced during the closed session.

3.) There was no discussion, action or announcement relative to Section 19.85(1)(g), Wis. Stats referenced during the closed session.

ADJOURNMENT

MOTION BY Supervisor Culat, second by Supervisor Kmiec to adjourn this Regular meeting.

UNANIMOUS VOTE – AYE

MOTION CARRIED

This Regular Board meeting was adjourned at 8:36 p.m.

Respectfully submitted,

Cindi Ernest, Clerk