

Town of Springvale

Board Meeting
January 8, 2018

Present: Barb Hollander, Terry Madigan, Pat Heyer, Rose Riedeman, Gordy Montey, Don Neitzel of Kunkel Engineering

Meeting called to order by Chairman Dahlke at 7:00 pm.

Agenda properly posted

Roll call – quorum present

Prior Minutes: Minutes of the December 4 meeting were approved as corrected.

Invoices were approved.

Treasurer's Report as of December 31, 2017:

Checking Account	\$118,461.36
General Money Market	178,393.25
Highway Money Market	54,442.74
Fire Money market	33,225.77
Total	384,523.12

Letters from Clerk: Building permit received for irrigation system for DeBoer

Letters from Chairman: Suggested Gordy Montey attend the digger's hotline program.

Building Inspection: Don Neitzel presented the proposal for building inspections including a 90/10 split on fees which would not require an increase in our building permit fees. Mr. Neitzel is going to investigate whether our fees are "in line with" other municipalities in the area. Also discussed Kunkel doing all of the building permits including small remodeling and Mr. Neitzel said it could be covered in their contract. Decision tabled to February meeting for action.

Snow plow drivers: Luke Sina is interested in plowing this winter as an extra driver. Board determined that the rate of pay for an extra driver is \$15 per hour, which includes the Chairman when he fills that role.

Damaged mailboxes: This month's WTA Newsletter suggests the Town have a policy regarding damage to mailboxes from snowplowing. Clerk to prepare a policy for review by the Board at the February meeting.

Repaint and clean town hall: Dahlke suggested we get workers from the Burke Center to strip the floors in the Hall and clean the shop as well. Approved by the board.

Tables for Hall: The church in Rosendale is replacing some of their large tables and the old ones may be available for sale. If that does happen, Chairman is authorized to purchase one long table for use at the Hall.

Responsible for Highways when Chairman is gone: It was determined that the Dispatch should be given Gordy Montey's phone number to deal with road situations when Chairman is unavailable.

PO Box or mailbox for Town Mail: Clerk suggested we have either a mailbox at the Hall or a PO Box for Town mail so it isn't going to the official's homes. It was determined a PO Box in Rosendale would be the most appropriate as the lobby is open 24-hours per day and mail can be picked up at any time and it is more secure than a mailbox at the hall. Hollander to research the size and cost of a mailbox and report at the February meeting.

District meeting: Hollander is going to see if she will be able to go as will the Clerk. There will be required Board of Review training this year. Dahlke will be out of state for the meetings.

Personnel Matters: OK..

Equipment: The new truck is in ready for service

Highways: . OK.

February meeting: Meeting will be February 5, 2018

Motion by Hollander to adjourn. Second by Madigan. Passed 3-0

Respectfully submitted,

Pat Heyer, Clerk

Town of Springvale

Board Meeting
February 8, 2018

Present: Barb Hollander, Terry Madigan, Pat Heyer, Rose Riedeman, Gordy Montey, Karen Pollock
Meeting called to order by Supervisor Barbara Hollander in the absence of the Chairman at 7:00 pm.
Agenda properly posted
Roll call – quorum present

Prior Minutes: Minutes of the January 8 meeting were approved as corrected.

Invoices were approved.

Treasurer's Report as of January 31, 2018:

Checking Account	\$132,470.75
General Money Market	487,175.69
Highway Money Market	40,328.19
Fire Money market	33,229.85
Total	\$693,204.48

Building Inspection: Motion made by Madigan, second by Hollander to authorize the Chairman to sign the proposed contract with Kunkel Engineering for building inspections for the Town of Springvale. Passed by a vote of 2-0. Clerk to notify Don Neitzel at Kunkel Engineering that Dahlke will sign contract when he returns and we will then mail it to Kunkel..

Damaged mailboxes: Discussion of a proposed policy regarding damaged mailboxes. It was determined that the Town would reimburse up to \$50 for damage to a mailbox from the plow actually hitting the mailbox, but that if the box damage was the result of the weight of snow being hurled at the box the reimbursement would not apply. Motion by Madigan to adopt the policy as presented. Second by Hollander, passed by a vote of 2-0.

Date of March meeting: The March meeting of the Town Board will be **postponed** from the normal March 5 until March 7 at 7:00 pm at the Town Hall.

PO Box for Town A post office box #150 has been obtained at Rosendale post office. The town will be using that address rather than personal home addresses for the Board members, Treasurer and Clerk.

Personnel Matters: Luke Sina has come on board as a 2nd plow driver when needed and worked the snow storm this past weekend and is doing very well.

Equipment: All ok.

Highways: Gordy was told by Marchant Excavating that there is now a shortage of salt and that only County and Towns have the ability to get more salt supplies. Gordy noted that we have room for another load and the Board agreed that Gordy, in Dahlke's absence, should order another load to store in our salt shed.

Motion by Madigan to adjourn. Second by Hollander Passed 3-0

Respectfully submitted,

Pat Heyer, Clerk

Town of Springvale

Board Meeting

March 7, 2018

Present: Barb Hollander, Terry Madigan, Pat Heyer, Rose Riedeman, Gordy Montey
Meeting called to order by Chairman Dan Dahlke at 7:00 pm.

Agenda properly posted

Roll call – quorum present

Prior Minutes: Minutes of the February 5 meeting were approved as corrected.

Invoices were approved.

Treasurer's Report as of February 28, 2018:

Checking Account	\$11,886.85
General Money Market	191,319.43
Highway Money Market	40,333.14
Fire Money market	33,234.95
Total	\$276,774.37

Board of Review Training: The Clerk has been trained for this year's Board of Review. Clerk has been instructed to order the DVD which is available for training the Board members. They will go through the training together to acquire their certification.

Letters to Clerk: Emails from Sam Tobias re Farmland Preservation and Livestock Facility Siting and email from Matt Parmenter regarding Shoreland Zoning. Letter from 2018 Rosendale Memorial Day Committee.

Cleaning/Painting the Hall: A crew will be at the Hall on March 20-21 to clean the Hall and strip and re-surface the floor..

Purchase of fire-proof file cabinet for hall: It is believed to be a good idea to obtain a fire-proof file cabinet to store backup data, voter information, etc. Chairman Dahlke will obtain prices and bring information to next meeting..

Reappoint Board of Appeals/Plan Commission member: Mel Gunnink's term is up on the Board of Appeals/Plan Commission. That position is to be appointed by the Chairman of the Board. Dahlke reappointed Mel Gunnink to another term.

Adoption of Ordinance for Alternate Board of Review Member: The Ordinance for alternate Board of Review members was outdated. Clerk presented an updated Ordinance and the Board determined that Dennis Badtke and Orrin Kimble should be appointed as alternates and their names will be added to Ordinance 2018-1. Motion by Dahlke to appoint Dennis Badtke and Orrin Kimble as alternate members of the Board of Review. Second by Hollander, passed with a 3-0 vote.

Review 2017 Financial Report to Taxpayers:

Clerk presented the Board with the Financial Report to Taxpayers for 2017. The Board members will review the report and discuss further at the April meeting.

Notes:

- Election April 3
- Open Book April 17 3:00 – 5:00 pm
- Annual Meeting of Taxpayers April 17 – 7:00 pm
- Board of Review May 9 from 6:00 – 8:00 pm

Date for April Meeting: April meeting will be April 2nd.

April 2

Personnel Matters: All ok

Equipment: All ok.

Highways: It was suggested that a yield sign be placed at the end of Zimmerman Drive as well as the other entrance to the Rosendale Dairy property where it intersects on Pommering Road as there are many trucks using those exits from the Rosendale Dairy Property.

Road Review: Tentative date for the Road Review will be April 21.

Motion by Hollander to adjourn. Second by Madigan Passed 3-0

Respectfully submitted,

Pat Heyer, Clerk

Town of Springvale

Board Meeting

March 7, 2018

Town of Springvale

Board Meeting

April 2, 2018

Present: Dan Dahlke, Barb Hollander, Pat Heyer, Rose Riedeman, Gordy Montey, Rachel Montey
Meeting called to order by Chairman Dan Dahlke at 7:00 pm.

Agenda properly posted

Roll call – quorum present

Prior Minutes: Minutes of the March 7 meeting were approved as corrected.

Invoices were approved.

Treasurer's Report as of March 31, 2018:

Checking Account	\$5,999.81
General Money Market	191,344.59
Highway Money Market	40,338.44
Fire Money market	33,239.03
Total	\$270,921.87

Letters to Clerk: None

Letters to Chairman: None

Cleaning/Painting the Hall:

Job well done by the Burke crew—hall floor stripped and re-waxed, chairs wiped down/cleaned bathroom, overhead doors scrubbed etc. The crew has an open day on June 27 they will be back to do more cleaning for that one day.

Purchase of fire-proof safe for hall:

Dan priced them out online at Staples – 4 drawer, 1-hour fire resistant costs about \$1300. Dan to do more research.

Notes:

- Election April 3
- Open Book April 17 3:00 – 5:00 pm
- Annual Meeting of Taxpayers April 17 – 7:00 pm
- Road Review set for April 21 at 9:00 AM beginning at the Town Hall
- Board of Review May 9 from 6:00 – 8:00 pm

Date for May Meeting: May 7, 2018

Personnel Matters: Nothing

Equipment: All ok.

Highways: No issues

Motion by Hollander to adjourn. Second by Dahlke Passed 2-0

Respectfully submitted,

Pat Heyer, Clerk

Town of Springvale

Board Meeting

May 7, 2018

Present: Dan Dahlke, Barb Hollander, Pat Heyer, Rose Riedeman, Gordy Montey, Mike Norton, Chet Vollmer, Amy Thalen

Meeting called to order by Chairman Dan Dahlke at 7:00 pm.

Agenda properly posted

Roll call – quorum present

Prior Minutes: Minutes of the April 2 Board meeting were approved as corrected.

Invoices were approved.

Treasurer's Report as of April 30, 2018:

Checking Account	\$6,642.27
General Money Market	191,370.59
Highway Money Market	40,343.92
Fire Money market	33,243.11
Total	\$271,599.89

Letters to Clerk: None

Letters to Chairman: None

Sherriff Candidate: Mike Norton, candidate for position of Sherriff for Fond du Lac County presented his qualifications and plan if elected Sherriff in November.

Chet Vollmer, land split: Chet Vollmer presented a proposed CSM for a split of the 35 acres he owns on Konow Road. He would like to split off the house and sell the remainder of the land to a local farmer. He has had Sam Tobias review the map, and one of the issues is that the parcel with the house would need to be rezoned to residential and it would require 100' of road frontage. The CSM shows 66' of frontage. Vollmer indicated he would make the road frontage 100'. Dahlke to check with Tobias. If what is needed is a rezone hearing, Clerk will send Vollmer a Request for Rezone form to be completed and returned to the Clerk with the fee.

Purchase of fire-proof safe for hall:

Nothing further has been done on this.

Report on Road Review: Road Review was on April 14. First priority for repair this summer is Center Road from CTH T north 1.66 miles (just beyond the Van Ruiswijk property) and from CTH T south to CTH TC. The entire project would be 3.75 miles. Also noted that the hard surface on Liner Road is alligator cracked, and should be chip sealed and blacktopped. Gravel roads also need some grading and minor work this summer. Shoulders on roads should also be checked and gravel and grading done as necessary. Only tree trimming noted was on Konow Road.

Job Description and Salary for Appointed Town Clerk: The referendum passed at the April election allowing the Town Clerk position to be an appointed, rather than elected position beginning in April of 2019. The Board is intending to hire a deputy clerk this summer who will be trained to handle the Clerk duties and can be appointed as Clerk in April of 2019. The Board spent time working on a job description to be completed at the June meeting and begin advertising the position. Board also discussed possible salary base and range which will also be finalized at the June meeting.

Date for June Meeting: June 4, 2018

Personnel Matters: Nothing

Equipment: All ok.

Highways: Montey will be fixing some of the ruts in the shoulders of the roads.

Motion by Hollander to adjourn. Second by Dahlke Passed 2-0

Respectfully submitted,

Pat Heyer, Clerk

Town of Springvale

Board Meeting

June 4, 2018

Present: Dan Dahlke, Barb Hollander, Terry Madigan, Pat Heyer, Rose Riedeman, Gordy Montey, Chet Vollmer, Amy Thalen

Meeting called to order by Chairman Dan Dahlke at 7:00 pm.

Agenda properly posted

Roll call – quorum present

Prior Minutes: Minutes of the May 7 Board meeting amended to include Terry Madigan as present at the meeting and approved with that correction. Board of Review minutes approved as presented.

Invoices were approved.

Treasurer's Report as of May 31, 2018:

Checking Account	\$9,436.73
General Money Market	184,395.86
Highway Money Market	40,349.40
Fire Money market	33,247.19
Total	\$267,429.18

Public Comments: None

Letters to Clerk: Thank you letter received from Rosendale Memorial Day Committee, Notice a zoning workshop in New Holstein June 13, 2018

Letters to Chairman: None

Chet Vollmer, land split: Chet Vollmer presented an amended proposed CSM for a split of the 35 acres he owns on Konow Road. He would like to split off the house and sell the remainder of the land to a local farmer. He has had Sam Tobias review the map, and one of the issues is that the parcel is currently zoned Farmland Preservation. The lot with the house would need to be rezoned to rural residential. Dahlke to check with Tobias as to proper zoning for Lot 2 and get back to Vollmer. Vollmer was informed that he will need to submit a request for rezone and Clerk will then schedule the hearing after application is received.

Highway work bid for 2018: Board has determined that the road maintenance work to be bid for 2018 will be:

- Center Road from County T south to County TC – 2.5 miles by 20 feet
- Center Road from County T north 1.40 miles by 20 feet.

Bid request to be published in the Ripon Commonwealth June 7 and 14 with bids due to Chairman by 5:00 pm June 21. Board will open bids at a meeting on June 21 at 7:00 pm.

Job Description for Appointed Town Clerk Position: The Board has approved the job description for the Town Clerk position. Clerk to prepare an ad for the paper publication (Ripon Express and Action Ad) as well as for internet posting at sites such as Indeed.com. Clerk to send to Board for approval prior to publishing.

Date for June Meeting: July 2, 2018

July Agenda Items: Change Monthly Board meeting date to 2nd Monday of month.

Personnel Matters: Nothing beyond as noted above

Equipment: All ok.

Highways:

- Montey to begin ditch mowing.
 - Hollander Farms had requested they be allowed to bale grass cut from ditches. Board determined that liability is an issued and denied request.
- Montey will look for ground blacktop to do patch work on town roads.
- Madigan mentioned that the street sign at Konow and Center has many "bullet holes" in it, but is still legible.
- Zimmerman Road street sign is laying in ditch
- Huth Drive needs gravel
-

Motion by Hollander to adjourn. Second by Dahlke Passed 2-0

Respectfully submitted,
Pat Heyer, Clerk

Town of Springvale
Board Meeting
July 30, 2017

Present: Dan Dahlke, Barb Hollander, Rose Riedeman, Pat Heyer
Meeting called to order by Chairman Dahlke.
Agenda properly posted
Roll call – quorum present

Reviewing Applications for Deputy Clerk Position: The Board opened and individually rated each application/resume and then discussed their individual top picks. Clerk advised to contact the top five and set up interviews for Thursday, August 9 beginning at 4:00 pm.

It was also determined that if any additional resume's or applications came in before that date, Clerk would forward to the Board members and if appropriate, also include those candidates for an interview as well.

Building Permits: Clerk presented for discussion a proposed building permit fee schedule from John Lust of Kunkel Engineering. After review, Board advised Chairman to contact Grand Valley Inspection Services (Susan Leahy) for a bid as well. Our current contract can be cancelled with a 30-day notice to Kunkel.

Motion by Hollander to adjourn. Second by Dahlke. Passed 2-0

Respectfully submitted,

Pat Heyer, Clerk

Town of Springvale

Board Meeting
August 13, 2018

Present: Dan Dahlke, Barb Hollander, Terry Madigan, Pat Heyer, John Lust, Gordy and Rachel Montey,

Meeting called to order by Chairman Dan Dahlke at 7:15 pm following Rezone Hearing
Agenda properly posted
Roll call – quorum present

Prior Minutes: Minutes of the July 2, July 30- and August 9 Board meetings approved as presented
Invoices were approved.

Treasurer's Report: There was no Treasurer's Report

Public Comments: None

Letters to Clerk: None

Letters to Chairman: None

Amending Town of Springvale Zoning Ordinance: The Board received the recommendation of the Plan Commission which was that the Zoning Ordinance should not be change to make the minimum acreage for Farmland Preservation 5 acres – changing it from the current 35 acres.

After discussion **Motion** by Chairman Dahlke to not change the Zoning Ordinance, but that the minimum lot size for Farmland Preservation District will remain at 35 acres. Second by Hollander, Passed by a 3-0 vote.

Rezone Vollmer Property: Because there will not be a change to the Zoning Ordinance, there is no category the Vollmer land, when the proposed CSM is filed, would fit into except Residential, and that when the CSM is filed it will include a deed restriction against further splits of the property, no action could be taken.

Building Permits and Fees: John Lust from Kunkel Engineering, where we have a contract for Building Permit Inspection,

Date of September meeting: The date will be determined at the August 15 meeting of the Board.

September Agenda Items: Building Permit Fees review and action

Personnel Matters: None

Equipment: John Deere needed a new fuel pump

Highways: Gordy is beginning the second mowing for the summer

Motion by Hollander to adjourn. Second by Madigan. Passed 3-0

Respectfully submitted,
Pat Heyer, Clerk

Town of Springvale
Board Meeting
August 15 2018

Present: Dan Dahlke, Barb Hollander, Pat Heyer, Karen Smit
Meeting called to order by Chairman Dahlke.
Agenda properly posted
Roll call – quorum present

Second interview candidate for Clerk position:

Chairman Hollander made a motion that the Board go into closed session under Section 19.85 (1)(c) Exemptions. (c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, and that Karen Smit (interviewee) and Clerk (Pat Heyer) be allowed in the closed session and the Board would reconvene in open session at the end of the closed session. Second by Madigan. Passed by vote of 3-0.

Closed Session:

Board discussed open position for deputy clerk including wages. After discussion, Motion by Dahlke to close the closed session and reconvene the regular open board meeting. Second by Hollander, passed 3-0.

Reconvene in Open Session:

On motion by Dahlke, second by Madigan and vote of 3-0, the Board offered the position of deputy clerk to Karen Smit who verbally accepted the offer and will start on September 1, 2018. The wage will be \$12 per hour with no benefits.

Date of future Board meetings: Due to a conflict with the 2nd Monday of the month, on motion by Dahlke, second by Hollander that the Town of Springvale monthly Board meetings will be on the 3rd Monday of each month. Passed 3-0.

Building Permits: Susan Leahy of Grand Valley Inspection Services presented her bid for issuing building permits for the Town of Springvale. After discussion, the Board agreed to again take up the matter of permit issuer at the September meeting.

Motion by Hollander to adjourn. Second by Madigan. Passed 3-0

Respectfully submitted,

Pat Heyer, Clerk

Town of Springvale

Board Meeting
August 13, 2018

Present: Dan Dahlke, Barb Hollander, Terry Madigan, Pat Heyer, Rose Riedeman, Karen Smit, Gordy Montey

Meeting called to order by Chairman Dan Dahlke at 7:00 pm

Roll call – quorum present

Prior Minutes: Minutes of the August 13 and 15 Board meetings approved with the correction in the Minutes of August 15 that in the first motion to go into closed session, “Chairman Hollander” is to be replaced by “Chairman Dahlke”.

Invoices were approved as presented.

Treasurer’s Report:

Checking Account	\$ 10,315.73
General Money Market	189,465.56
Highway Money Market	40,365.67
Fire Money market	33,261.42
Total	\$273,408.38

Public Comments: None

Letters to Clerk: Received application for Deputy Clerk position from David Immel; Notice of sale of tax delinquent real estate for property on Hill Blvd; Note from Chief McCoy regarding multiple fires at the Darrell Zech property

Letters to Chairman: Received information for local road certification. Dahlke will sign document and mail to State.

Building Permit Contracts: Board has met with representatives of both Kunkel Engineering (John Lust) and Grand Valley Inspection Services (Susan Leahy). Susan Leahy has provided building inspections services to the Town in the past while an employee of Kunkel Engineering and is familiar with our town and many of our residents. The contracts themselves were very comparable.

Motion made by Hollander to give Kunkel Engineering 30-day notice that we are terminating their contract and contract with Grand Valley Inspection Services for our building inspections. Discussion including questioning exactly what permits are required by the state in regard to buildings (new and remodeling), wanting a list of outstanding building permits and that Kunkel should be required to complete the work on the outstanding permits. After the discussion, motion was seconded by Madigan and passed with a vote of 3-0.

The clerk is to prepare the letter for Kunkel Engineering and submit to Chairman for approval. The letter will be mailed by certified mail and termination of the contract will be effective 30 days after Kunkel receives the notice. The letter should contain language indicating we wish to have a list of all outstanding permits and that they are expected to complete the work on those permits. Dahlke to contact Susan Leahy and ask her to be at the October 15 meeting at which time we will finalize a contract with Grand Valley Inspection Services.

Also discussed that Lance Lemenes did issue two building permits acting in good faith before he was informed he would no longer be issuing permits. Clerk instructed to prepare the check for Lemenes.

2018 Road Work: Scott Construction has completed the resurfacing of the Center Road as contracted. They used a finer, flatter stone for the top coat which seems to hold in place better.

LP Contract has been completed at the rate of \$1.399 for the 2018/2019 season.

Budget to Actual Report: Clerk presented a budget to actual report for the Board to review.

Reminder of fire meeting in Brandon Tuesday, September 18. Dahlke and Madigan unable to attend. Hollander will attend with Clerk.

Bulky Waste Pickup: Dahlke said he was approached by a resident regarding a bulky waste pickup for the town. Clerk will contact Waste Management to see how that could be accomplished and at what cost. Noted also the County has a bulky waste pickup in April of each year and that there is good information of how to dispose of many items. Suggested that information be included in a newsletter.

Date of October meeting: The date of the October Board meeting is October 15.

Personnel Matters: None

Equipment: None

Highways: Gordy needs to do some shoulder work and complete the ditch mowing.

Motion by Hollander to adjourn. Second by Madigan. Passed 3-0

Respectfully submitted,
Pat Heyer, Clerk

Town of Springvale

Board Meeting
October 15, 2018

Present: Dan Dahlke, Barb Hollander, Terry Madigan, Pat Heyer, Rose Riedeman, Karen Smit
Also Attending: Susan Leahy

Meeting called to order by Chairman Dan Dahlke at 7:00 pm

Roll call – quorum present

Prior Minutes: Minutes of the September 17, 2018 Board meetings approved with no corrections or additions.

Invoices were approved as presented.

Treasurer's Report as of the September 30, 2018:

Checking Account	\$ 15,223.73
General Money Market	96,486.37
Highway Money Market	40,370.62
Fire Money market	33265.55
Total	\$185,346.27

Public Comments: None

Letters to Clerk:

- Rosendale Fire Department Audit Report
- Letter from Attorney regarding recent court case on sign restrictions within Zoning Ordinance
- WTA letter regarding login for WTA website-Clerk to copy for Board

Letters to Chairman: Towns Association Christmas Party is December 6. RSVP by 11/24-put on agenda for November meeting.

Building Permit Contracts: A certified letter was sent to Kunkel Engineer giving them notice of the Town of Springvale's intent to cancel their contract 30 days after their receipt of the letter. Board has met with Susan Leahy of Grand Valley Inspection Services and reviewed her proposed contract for building inspection services and fee schedule for the Town of Springvale. Board reviewed and discussed the contract with Susan. Motion by Hollander, second by Madigan to accept the contract offered by Grand Valley Inspection Services with a beginning date of November 1, 2018. Passed by a 3-0 vote.

Record Retention Schedule: Clerk discussed with the Board that the State Historical Society which oversees the destruction of any government records has a new record retention schedule but for it to become effective, the Town must first send a Notification to the State Historical Society advising them the Town would like to adopt the new schedule and when approval is received from the Society, the Town would need to adopt an Ordinance that they will follow the new retention schedule. If the schedule is not adopted, the Town would need to inform the Society any time they wished to delete any records. Motion by Madigan, second by Holland to notify the State Historical Society of the Town's intent to adopt an ordinance following the new record retention guidelines. Passed 3-0.

Budget Preparation: The Board worked on the proposed budget for 2019 and proposes to raise the levy by the allowable amount of increase that has not been used during the past four years. If allowable increase is not used that amount, the Town will lose the ability to use those amounts.

Date for Budget Hearing and Meeting of Taxpayers: The date for the Hearing is scheduled for November 12, 2018 at 7:00 pm at the Town Hall. Clerk to prepare the notice and post as required by statute. The Hearing and Meeting of Taxpayers will be followed by a Board meeting to adopt the levy and budget as approved by the taxpayers.

Date of November meeting: The date of the November Board meeting is November 19, 2018.

Personnel Matters: None

Equipment: None

Highways: Ditch mowing needs to be completed.. Also there was damage done on Pinkerton Road from harvesting. Dahlke will be overseeing the repair to be done by the farmer to make certain it allows for proper drainage, etc. Dahlke has also been notified there is a problem on Pommering Drive near the Miller property. He will be investigating that further. Madigan also reported that Bell School Road also has some holes that need repair.

Motion by Hollander to adjourn. Second by Madigan. Passed 3-0

Respectfully submitted,
Pat Heyer, Clerk

UNAPPROVED

**Town of Springvale
Board Meeting
November 12, 2018**

Present: Dan Dahlke, Barbara Hollander, Terry Madigan, Pat Heyer, Rose Riedeman, Gordy Montey
Meeting called to order by Chairman Dahlke
Agenda properly posted
Roll call – quorum present
Agenda Approved.

2018 Tax Levy to be collected in 2018 and 2019 Budget: The taxpayers having approved the budget and tax levy and recommended the Board adopted the budget and levy during a hearing on November 12, and having approved the tax levy contained in the budget of \$177,167 during a special meeting of the taxpayers also held on November 1, a **Motion** was made by Hollander to approve and adopt the proposed tax levy for 2018 and collection of 2019 and the budget for 2019 as proposed. After a second by Madigan, Motion carried by a vote of 3-0. A copy of the budget is attached to these minutes for reference.

Motion by Hollander, second by Madigan to approve the increase in salary of the Town Chairman to \$5000 commencing after the election in April of 2019. Passed by a vote of 3-0.

Chairman Dahlke reported that the tractor had needed some repairs which have been accomplished. He also reported that he had found 19 tires in the ditch as he was mowing and has taken them to Rosendale for disposal for which we will be billed. He also found 2 monitors in the ditches as well and will dispose of them as well.

Highway matters: Montey will do what is needed to take care of Hollander Drive as the road is very rough and needs grading and/or gravel. He will also check the drainage on Pinkerton Drive.

Motion by Hollander, second by Madigan to adjourn the meeting. Passed 3-0.

Respectfully submitted,

Pat Heyer, Clerk
Dan Dahlke
Terry Madigan
Barbara Hollander

TOWN OF SPRINGVALE
Special Meeting of Taxpayers
November 12, 2018

Present: Dan Dahlke, Orrin Kimble, Terry Madigan, Pat Heyer, Rose Riedeman, Gordy Montey

Special meeting of the taxpayers called to order by Chairman Dahlke. The meeting had been properly posted.

The Board proposed a tax levy of \$177,167, to be collected in 2018, paid in 2019 which is an increase from last year taking advantage of the amount allowed by the DOR for the past four years of allowed increases which would be lost if not taken. **Motion** by Barbara Hollander to accept the proposed levy and to recommend adoption of the proposed budget, second by Madigan. Carried unanimously. (6-0)

The attending taxpayers discussed the salaries of the Chairman, Supervisors and Treasurer. The Clerk position will be an appointed position beginning in April of 2019 and the Board has the authority to set the wage for the hired clerk. After discussion, there was no change to be made to the salaries of the Treasurer or the supervisors. However, it was deemed the amount of time the Chairman is required to devote to the position has increased over the years. Motion by Hollander to increase the salary of the Chairman to \$5000 per year plus per diem. Second by Madigan. Passed 6-0.

It was also suggested that both Dahlke as outgoing Chairman and Heyer as outgoing Clerk be hired as employees of the town to assist with the transition to a new Chairman and new Clerk. Because they would be employees, the Board has the authority to set the wage.

There being no further business, motion by Hollander to adjourn, seconded by Madigan. Passed unanimously with a 6-0 vote. Adjourned

Respectfully submitted,

Patricia Heyer
Clerk

Town of Springvale
Minutes of Board Meeting
Held Monday, December 18, 2018 – 7:00 p.m.

**Note: These minutes are unapproved. They will be presented for approval
by the Board at the January 21, 2019 meeting.**

The meeting was called to order by Town Chairman, Dan Dahlke. Supervisors present: Barb Hollander and Terry Madigan. Deputy Clerk, Karen Smit recorded the minutes of the meeting. Also present: Town Clerk, Pat Hyer, Town Treasurer, Rose Riedeman, Highway Employee, Gordy Monty and residents, John and Andrew Oehmcke.

Visitors:

John and Andrew Oehmcke were present to sit in on a board meeting as part of Andrew's Boy Scout merit badge requirements.

The minutes from November 19, 2018 and December 10, 2018 were reviewed and approved as presented.

Invoice listing for the month of December was reviewed. The listing was signed by each board member for approval of payment.

Treasurer, Rose Riedeman updated the board with balances of each Township account as follows:

Checking: \$29,425.18

General Money Market: \$54,504.55

Highway Money Market: \$67,386.50

Fire Money Market: \$ 48,276.71

New Business:

Clerk, Pat Hyer reported receiving the annual insurance policy renewal. The board authorized Pat to proceed with renewing the policy for 2019.

A motion was made by B. Hollander, second by T. Madigan and unanimously carried to approve and adopt the Wisconsin Historical Society record retention schedule.

The Town Caucus was set for Monday, January 7, 2019 at 7:00 pm

A motion was made by B. Hollander to move \$31,700 from the Highway Money Market to the checking account for the purchase of the used tractor. The motion was second by T. Madigan and unanimously carried.

Deputy Clerk, K. Smit updated the board on a phone conversation with a CPA from O'Conner, Wells and VanderWerff, LLC. The purpose of the call was to see if they could assist with the Quickbooks Chart of Accounts. Following discussion, the board approved to move forward with hiring the accountant to perform the annual Report Form C and aligning the Chart of Accounts as outlined with the Department of Revenue.

T. Madigan informed the board that Gordy may need to get a commercial applicator license for spraying.

The next regular monthly board meeting was set for Monday, January 21, 2019 at 7:00 pm

The meeting was adjourned on a motion by B. Hollander, second by T. Madigan and unanimously carried.

Respectfully Submitted,
Karen Smit, Deputy Clerk