

# TOWN OF CARY

## WOOD COUNTY, WISCONSIN

### Unapproved Minutes of Regular Monthly Meeting July 14, 2020

The Regular Monthly Meeting of the Town of Cary Board was called to order at 10:10 P. M. by Chairman James Patrick, following the Annual Meeting. Attending: Chairman James Patrick, Supervisors Dennis Brunner and Dale Zawislan, Acting Clerk Marlene Neve, Deputy Treasurer Andrew Erwin. Also attending: Grader Operator Tim Ecker and one resident.

The minutes of the last meeting were read and approved in motion by Dale Zawislan. Seconded by Dennis Brunner. Motion carried.

Treasurer's Report given by Andrew Erwin and approved in motion by Dennis Brunner and seconded by Dale Zawislan. Motion carried.

There was no public input.

#### **Old Business:**

Culverts for ROW Installation Policy: Sets conditions under which property owner can purchase culvert from Township. It can only be used in Right-Of-Way. Effective 7-14-20.

Agenda Items Submission Policy: Sets procedure for any Board member adding items to meeting agenda without violating Open Meetings Law. Effective 7-14-20.

Record Retention Policy: After discussion, it was decided to adopt the Wisconsin Historical Society Retention Policy. The motion to adopt that policy was made by Dennis Brunner, seconded by Dale Zawislan. Motion carried. Motion was made by Dennis Brunner, seconded by Dale Zawislan to designate the Clerk as the official custodian of the Township's records. Motion carried. The clerk will send paperwork to Public Records Board for approval. Upon receiving approval, Board will adopt an Ordinance; then the schedule can be implemented. If we do not adopt a policy, all records will need to be retained forever.

Resolution for Clerk Expenses: Resolution #005-2020 allows the Clerk to purchase consumable office supplies as needed, up to the amount budgeted annually, and be reimbursed upon

presentation of receipt for said items. Motion to enact resolution by Dale Zawislan, seconded by Dennis Brunner. Motion carried.

Stairs and Ramp: Discussion about putting ramp at front of building or moving it further to the East so snow falling off roof does not land on it. Because of COVID-19, the ramp now gets more use as it is the entry point for voters on election day, providing for smooth flow of voters into and out of building, limiting contact. Motion by Dale Zawislan, seconded by Dennis Brunner to move the ramp further East, replacing necessary parts. Tim will do the work. Motion carried.

Garbage Contract Renewal: Three options for contract renewal with Country Disposal were discussed. Option 1) Continue every other week, not more than 4-30 gal. bags, @ \$8.50 per month. 2) Every other week pickup, 7-30 gal. bags, @ \$10 per month. 3) Every week pickup, 1-95 gal. can, provided, @ \$13 per month. All three options include the following: Actual increases in disposal costs at a rate of \$ 0.10 per unit per month for each \$1.00 per ton increase; if diesel fuel would increase above \$4.00 per gallon a ½% surcharge would be added for each \$0.10 increase above \$4.00 per gallon; there will be a 2% annual increase. After discussion, Dennis Brunner made a motion to accept Option 1. Jim Patrick seconded. On a voice vote, motion carried, with Dale Zawislan opposing. Chairman will contact Brian at Country Disposal so contract can be drawn up.

Information from County Road Forum: Chairman handed out notes from meeting for supervisors to read.

Open Book and Board of Review: is currently scheduled for August 14 and 21<sup>st</sup>, but Jerry will not be ready until the first part of September. So, it will now be Open Book on September 4<sup>th</sup> and Board of Review on September 11<sup>th</sup>.

### **Equipment:**

There was a problem with the grader not starting. Tim diagnosed, checked for confirmation, found part available, went to Eau Claire to get it and installed it. The same part failed two years ago. After discussion, Dennis Brunner made motion to order another part to keep on hand, so when it happened again, we will not lose time. Seconded by Dale Zawislan. Motion carried.

### **Roads:**

Gravel work is complete on mile of Steffek Rd. between Lindsey Rd. and Cty. Hwy. V. Set up hard, but dusty.

Cook/Accola work and 2-5 year plan for road work tabled until next meeting.

**New Business:**

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LP Heating Contract: Insight FS offered three options for heating contract for winter. Dennis will check around and see what prices we can get. To get quoted price for pre-pay option, we have to return contract by end of July. Chairman Patrick and Supervisor Zawislan agreed that Supervisor Brunner should check around and find the best option and then move on it, notifying clerk so check can be sent before end of month.

Brief discussion about Jessica Stubbs agreeing to give the Clerk's job a try. She will work with Marlene during the next month and tell the Board by the August meeting if she will be willing to take job. That way, the Board can enact Ordinance for hiring outside the Township, if necessary.

Clerk spoke briefly about CARES grant and about upcoming \$5 monthly charge for DS200 election machine for cell phone connection.

The next meeting will be on Thursday, August 13, 2020, due to election on Tuesday, August 11, 2020.

Motion to pay bills by Dennis Brunner, seconded by Dale Zawislan. Motion carried.

Motion to Adjourn at 11:15 P. M. by Dale Zawislan, seconded by Dennis Brunner. Motion carried.