

UNOFFICIAL MINUTES OF MEETING
To be approved at the next regular monthly Town Board meeting

TOWN OF MONROE
N3302 Monroe Road, Monroe, WI
Thursday, February 18, 2021 Monthly Business Meeting

The meeting was brought to order by Chairman Todd Hasse at 5:30 p.m.

The Clerk verified that the open meeting notices were posted on February 16, 2021, on the Town of Monroe website, at the Monroe Town Hall and Recycling Center. WEKZ and the Monroe Times were also notified.

Board members present: Todd Hasse, Chad Spotts, Mike Lambert

Clerk/Treasurer present: Peggy Murphy

Other attendees: Jeff Lanz, Nick Hartwig, Steve Wheeler, Phil Vosberg

Minutes of the January 21, 2021, regular monthly meeting were sent to Town Board members and will be posted on the website upon approval at this meeting. Motion by Lambert, seconded by Spotts to accept the regular monthly meeting minutes. Motion carried by voice vote.

The Treasurer's Report was given by the Clerk/Treasurer:

\$	3,416.07	in Checking
	99,359.43	in General Savings
	229,451.51	in Tax Collection
	<u>65,686.11</u>	in Truck & Equipment
\$	397,913.12	Total available

Motion by Spotts, seconded by Lambert, to pay the audited bills of \$14,118.23 accept the Treasurer's Report, and transfer \$12,000 from Tax Collection to Checking. Motion carried by voice vote. Revenues received since the January meeting were \$113.00.

Public Input (Limit of 5 minutes per person)

Steve Wheeler information to be addressed under the agenda line item. (spoke from 5:41 – 6:41 p.m.)

Discussion/possible action on Resolution for adjusting negative balances between accounts for 2020

Motion by Spotts, seconded by Hasse to move the following accounts to adjust for negative balances for 2020 budget:

\$28,044.85 to be transferred from General Savings account to Public Works account

\$48.58 to be transferred from Planning Commission account to Health & Human Services account

\$1,230.00 to be transferred from Planning Commission account to Legal account

\$19,942.31 to be transferred from General Savings account to Public Safety account

\$2,004.72 to be transferred from General Savings account to General Government account

Discussion/possible action on authorizing Atty Mark Schroeder to work on rezoning the MRFD building with the City of Monroe

Hasse spoke with Attorney Mark Schroeder and he has a plan for another mixed use rezoning. The attorney has been in contact with the City Administrator and researched some zoning information. Attorney Schroeder would like to be on the City Planning Commission or Variance Committee schedule in March, and then back to the Common Council in March also.

Motion by Hasse, seconded by Lambert to authorize Attorney Mark Schroeder to work on rezoning the MRFD building with the City of Monroe.

Discussion/possible action on Detailed Review of MRFD: How we got here, What's the plan forward, What it all cost?

Hasse addressed several questions/items that Steve Wheeler brought in writing. The process started in Sept 2018 with the City of Monroe Fire Chief addressing what/how the budget was derived. Worked in 2019 to get a meeting date with the City of Monroe; accounting firm proposed budget based on improved value. Each Towns of Monroe and Clarno were paying \$40,000 each plus maintenance plus insurance. Accounting firm came up with an additional \$200,000 inflated amount – no input from the towns on how the budget was comprised or input on how money is to be spent. City of Monroe came back with \$147,000 plus maintenance plus insurance.....we were still on the hook for 22.5%.

November 2019 – 8 page proposal from MRFD (3 options) with 5 years of data, truck cost, analysis on labor costs. December 26, 2019 – the City of Monroe finally came back with an answer of rejecting the proposal. 6 month extension in 2020.

Community meeting in early 2020 to see what the MRFD options in similar communities are running their departments on. Costs were 1/3 of the current expense with the City of Monroe.

MRFD already had 3 trucks; personnel willing to start an independent department.

All current personnel are state certified – currently have 32 fire fighters and a waiting list.

Towns of Monroe and Clarno equally own the building purchased.

Operating budget split according to equalized value and population –

Adequate insurance supplied by a separate policy with the Rural Mutual Insurance

Surrounding community fire departments, specifically ladder truck, is part of the mutual aid call system.

Do not have an annual budget for 2021 due to being the initial year in operation but will have numbers at the end of this year to formulate a budget for 2022.

Town Boards from Monroe and Clarno are the administering board members for the MRFD.

Minimum number of 15 personnel before starting a separate department

Don't have the specific years of experience for chiefs and captains.

Chiefs and captains are in specific titles and support each level – apparatus

Several thousand dollars of equipment donated from several other fire departments. New items purchased; 2 engines, new bottles, new hoses

Building purchased through Shirley Knox, good community value to have a fire department there.

MRFD board worked with zoning department and they recommended to the City of Monroe common council to approve the zoning change. Building can be utilized by Town of Monroe or Town of Clarno equipment so the building won't go wasted. The City of Monroe was fighting MRFD on using hydrant usage, that is now resolved. Attorney Mark Schroeder has been authorized to work on rezoning the MRFD building with the City of Monroe.

City of Monroe Planning Commission all voted to be rezoned. The Monroe City Council is who voted against the zoning change. If by April 15th, the attorney / city cannot be resolved with rezoning, Jim Becker has a building that would house the equipment or split the equipment between the two townships.

Steve's key message – residents need to be informed.....

Hasse suggested that the MRFD Board should put information together and be consistent to what is sent to all residents of the Towns of Monroe and Clarno.

Planning Commission Report - Progress of Month's Business

Scott & Kim Wilhite contacted township regarding security deposit return. Final inspection should be done with Building Inspector before issuing Occupancy permit. Construction should be done within the next month. Requested to be on the March agenda.

Terry Redfearn looking for driveway permit and possibly access for a commercial purpose. Hasse found out that the road is controlled by DOT due to old state highway. DOT is looking into what can or can't be done. Phil will look to possibly have on March agenda.

Burch's pulled permit 2 years ago, need to wait until snow is gone to look at spot for driveway, possibly on March agenda

Road/Maintenance – Progress of Month's Business

Pushing snow and more snow.

Road grater working good. Spotts has a chain that he thought may work.

International truck door damaged during snow plowing so will try to work on it to get it fixed/usable again. Look into Mt. Horeb truck to see if used door would be available.

Sterling is starting to rust out as well.

Chairman's Report - Progress of Month's Business

Carrousel's to open rock quarry and Hasse spoke with the Bader's and asked for them to make a proposal to sign form for them to go to the County; may be on March agenda.

Janesville Door was called by Hasse regarding shop door so will assess what needs to be done after the snowplowing season

Donation to town for snowplowing a driveway – Dan Zilkowski at N3596 Aebly Road.

Motion by Hasse, seconded by Spotts to approve Ricky Gutzmer as Patrolman 2 seasonal snow plow.

Put on next month's agenda, before paying the bills, to see if we can pay off the line of credit

Folders of paperwork even back to Ali Mayer's term as Chair so what should he do with it? Bring in to show new Chair and possibly store here.

Clerk/Treasurer's Report – Progress of Month's Business

Spring Primary election held February 16th. 214 ballots with 55 being absentee. Three new poll workers were National Honor Society members and they were enthusiastic and very helpful with a number of tasks. Election went smoothly. Thank you to Patrolmen who made sure the parking lot was plowed and shoveled in front of the door and the ice melt in front of the town hall for the election.

Rural Mutual Ins – letter stating policy will be cancelled; called agent and they didn't receive check that was mailed in December so will void and reissue another check and hand deliver to local address and they will take care of getting the payment applied to the account

Will work on getting information to the auditors.

Open Book and Board of Review are starting to be scheduled. Open Book will be virtual again this year and to be scheduled directly with the assessor. Board of Review needs to be between April 26th and June 9th – any dates that Board members are not available? Spotts requested to have it after May 15th, if possible. Clerk will let assessor know.

Ricky Gutzmer new hire paperwork but when did he start? - 2/13/21. Need timesheet for February? - no

Next regular monthly board meeting is scheduled for Thursday, March 25, 2021 at 5:30 p.m.

Tentative regular monthly board meeting for April 2021 is scheduled after the annual meeting for the 3rd Tuesday in April (don't have to publish in paper, can just post as normal meeting) Tuesday, April 20, 2021 at 6:00 p.m.

Motion by Lambert, seconded by Spotts to adjourn at 7:55 p.m. Motion carried.

Peggy Murphy, Clerk/Treasurer