

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

TOWN OF MONROE
N3302 Monroe Road, Monroe, WI
Wednesday, August 17, 2022 Monthly Business Meeting

The meeting was brought to order by Chair, Duane Zimmerman at 5:52 p.m.

The Clerk verified that the open meeting notices were posted on August 15, 2022, 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: Duane Zimmerman, Chad Spotts

Board member absent: Mike Lambert

Clerk/Treasurer present: Peggy Murphy

Other attendees: Jeff Lanz, Fritz Wenger

Minutes of the July 21, 2022, regular monthly meeting were sent to Town Board members and will be posted on the website upon approval at this meeting. Motion by Zimmerman, seconded by Spotts to accept the regular monthly meeting minutes. Motion carried by voice vote.

Public Input (Limit of 5 minutes per person)

None

Discussion/possible action on amending the June meeting minutes to include specific information on all bids, to satisfy LRIP project requirements

Payne & Dolan, Inc., amount of bid submitted \$186,949.50

Green County Highway Department, amount of bid submitted \$121,642.00

Rock Road Companies, Inc., amount of bid submitted \$222,138.09

The contract is awarded to the Green County Highway Department.

Motion by Spotts, seconded by Zimmerman to amend the June meeting minutes and the Sealed Roadwork Bids (LRIP) meeting minutes to include the above information.

Discussion/possible action on Driveway Refund Request – Rick Rufenacht, W6379 Wald Rd

Motion by Spotts, seconded by Zimmerman to approve the driveway refund request, based on the recommendation from the Planning Commission.

Discussion/possible action on Domain and Email change to wi.gov

Clerk presented that the need for changing the domain to an ending of .wi.gov or wi.gov is going to be required to access the myvote system, which is utilized on a regular basis by the Clerk. It doesn't cost anything to secure an exclusive domain, however, the email address(es) to be used will have a fee. Clerk is working on establishing a working domain name (there is a lookup site where we can see if what we desire is available).

Motion by Zimmerman, seconded by Spotts to approve a domain name of townofmonroewi.gov and file the appropriate paperwork.

Discussion/possible action on resolution and referendum wording for Clerk/Treasurer position changing from elected to appointed

The Board authorized the resolution and referendum wording as stated "Shall the Town of Monroe change the office of Clerk / Treasurer from an elected position to an appointed position?"

Motion by Zimmerman, seconded by Spotts to approve the resolution and referendum as worded.

Discussion/possible action on dog license software program for 2023

The Ascent program dog license module will cost \$250 annually, so at this time the Board denies any further action to be taken. The Board denied approval of the dog license software program due to the cost, as we are not currently charged for any of the dog license paperwork or licenses that are issued throughout the year.

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

| | |
|-------------------|---|
| \$ 5,317.57 | in Checking |
| 254,194.03 | in General Savings (includes ARPA both payments = \$130,521.68) |
| <u>223,478.62</u> | in Tax Collection |
| \$ 482,990.22 | Total available (\$352,468.54 without ARPA) |

Motion by Spotts, seconded by Zimmerman, to pay the reviewed bills of \$11,103.82, accept the Treasurer's Report, and transfer \$8,500.00 from General Savings to Checking. Motion carried by voice vote. Revenues received since the July meeting were \$1,010.00.

Green County Board of Supervisors Town Representative Report

Nick Hartwig not present at meeting.

Planning Commission Report - Progress of Month's Business

Phil Vosberg not present at meeting.

Road/Maintenance – Progress of Month's Business

Chad Steiner at Hwy – will be another week or two before starting on Iliff Road; needs a signed work order from the Board

Estimate for durapatch from county will be about \$2,000. Board is okay with going forward with having the county still do this.

Culvert issue on Iliff Rd from several years ago was due to the extreme winter but hasn't been an issue since then. Multiple issues that year was due to swift melting

Round Grove Road bridge barricades are still there and waiting for the DNR to repair. Zimmerman still has not heard back from them on progress.

Chairman's Report - Progress of Month's Business

Covered Round Grove Rd under Road/Maintenance

1 ton truck in for brake repair, metal on metal; still need tires before winter

Call from resident on Clar Ken Road about shoulder washing out; Jeff was going to address this tomorrow as he was also notified

Carol Strommen at recycling center dealt with someone from out of town that wanted to dump carpet at our recycling center – need to update wooden sign.

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

- ARPA update: total allocation is \$130,521.69.

Have eliminated the DUNS information. Still working on the SAM number as well. Have the NEU number so not sure if this is what they are now referring to as the SAMS number.

- August Partisan Primary went well. The only trouble was a glitch on the county server and only two municipalities were able to transmit normally, the rest had to deliver discs to the Green County Clerk's office that night for the results.
- Will be on vacation from 8/22 – 8/27
- WTA Green County Unit has a meeting next week, 8/24 – agenda is listed on the town hall board

Next month regular monthly board meeting is scheduled for Thursday, September 22, 2022 at 5:30 p.m.
Tentative regular monthly board meeting for October is scheduled for Thursday, October 20, 2022 at 5:30 p.m.

Motion by Zimmerman, seconded by Spotts to adjourn at 7:48 p.m. Motion carried.

Peggy Murphy, Clerk/Treasurer