

## SEPTEMBER 27, 2010 WHEATLAND TOWN BOARD MEETING

Meeting was called to order by Chairman Glembocki at 6:30 p.m. on Monday, September 27, 2010 at the Town Hall in New Munster.

Town Board members present – Chairman William Glembocki and Supervisors Andrew Lois and Robert Herda. Others present: Clerk Sheila Siegler, Building Inspector Tim Popanda, Fire Chief Alan Kaddatz, Tom Young, Sharon Grossmann, Jeff Butler, Wayne Kaddatz, Tom Barr, Donald Halbe, Jennifer Shufelt, Bill Heeg, Betty Johnson, Reinold Frese, Jack Bobula, Jim Mirek, Darren Hillock, *Westofthel* reporter, Plan Commissioner Mary Ochoa-Petersen. Mark Karow, and Mark Lesko.

Notices were posted in five public areas and the town website. The *Kenosha News* and *Westosha Report* were notified. Individuals who have requested meeting notices by e-mail were also sent agendas as required by state law.

Minutes of the September 27, 2010 Town Board Meeting were motioned for approval by Robert Herda and second by Andrew Lois. Chairman recognized Jennifer Shufelt, 6511 347<sup>th</sup> Ave. who asked the Minutes be corrected because she did not ask for a document of what was to be milled. It should read that she asked for the schedule of work and that document was not available. Chairman asked for an amendment to the motion. Robert Herda moved and Andrew Lois seconded a motion to approve the Minutes of the September 27, 2010 Town Board Meeting with the exception of Item #11 under Public Comments and the Clerk is to investigate Jennifer Shufelt's correction request and report back at the next meeting. Motion carried.

- **Fire Dept Report –**

Fire Chief Alan Kaddatz reported the Hwy “50” construction has created several accidents. The fire department has done some pre-planning in order to be able to provide equipment to respond to calls in the area of construction. Now that the “W” South crossover has been closed to traffic, it may be an inconvenience, but it will make it safer and he supports the closing.

Chairman Glembocki said there has already been a death at the “W” North intersection. There will be a meeting of WI Dept. of Transportation and construction engineers, perhaps tomorrow, to discuss closing some portion of the road to facilitate quicker completion of the construction work. He also noted someone hit the barricade by the Fox River Bridge and it now has to be completely replaced, estimated cost of \$18,000. Glembocki said drivers have to slow down in the construction zone and pay attention. Drivers are even moving the orange barrels so they can get thru the crossover.

Tom Barr, 8100 328<sup>th</sup> Ave. said the construction company is parking equipment in the fire lane on the southeast corner of “50” and “W.” Fire Chief Alan Kaddatz responded the fire department has given up the “fire lane” access. Fire equipment nowadays does not work well with river water which may contain sediment, etc.

- **Public Comments –**

Wayne Kaddatz, 39405 60<sup>th</sup> St. reported he picked up a “speed bump” (piece of asphalt/tar) in front of Best Bargains on Geneva Rd. that was causing problems. Also he had complained of some tree limbs and bushes overhanging 396<sup>th</sup> Ave. and has permission from the property owners to cut those limbs. Chairman said he looked at it but will go out again with Kaddatz. Wayne Kaddatz said he will take care of it at no cost to the town because town road money is tight. Roadways have not been mowed. Clerk responded – mowing is on the schedule for the county highway department. It is true that the usual, mowing #2 & #3 were eliminated this year.

Building Inspector Tim Popanda said he had pointed out some dead oak trees on the hill on the east side of Hwy 83, north of the 340<sup>th</sup> Ave. intersection that should be looked at by the state because they could fall into the road. County will be notified.

- **Tabled - Lilly Lake 77<sup>th</sup> St. ownership – update from Chairman Glembocki**

Chairman said this remains tabled. He has asked the town attorney to be present at the October 11, 6:30 p.m. meeting. At that time the different options will be explained. Responding to Sharon Grossmann, 32906 77<sup>th</sup> St., he said there will not be a decision on the matter until at least the October 25 town board meeting. He said he has asked the clerk to send out letters before the Oct. 11 meeting to the property owners on 77<sup>th</sup> St. advising them of the meeting.

- **Tabled - Paul Zarnstorff, 7915 Shorewood Dr., Salem, WI 53168 requesting additional time to meet requirements of Building Inspector's Order for foundation removal**

Building Inspector Tim Popanda said the home owned by Paul Zarnstorff at 31913 71<sup>st</sup> St. was damaged by a fire two years ago during a flood event. Mr. Zarnstorff is not present this evening. He noted Paul Zarnstorff was ordered to remove the remnants of the fire and temporarily abandon the well and has failed to do so. Zarnstorff has asked for an additional 60 days.

Popanda said Zarnstorff felt he could not bring a backhoe on the property to remove the foundation because of a court order. It was tabled at the September 13 meeting because of Zarnstorff's concern. Popanda said he has since talked to Judge Fred Hewitt about the matter. The Judge checked his briefs and his final ruling. Judge Hewitt states Paul Zarnstorff is not restricted from bringing machinery on the property but it can't be stored on the property.

Building Inspector Popanda said he is recommending a 60 day extension from this date to allow the time requested by Paul Zarnstorff to comply with the order to remove the fire remnants.

Andrew Lois moved a motion to approve a 60 day extension to November 29. Robert Herda seconded. Motion carried. Chairman Glembocki said after November 29, the next board meeting would be December 13 before the board could act if Zarnstorff fails to comply.

- **Tabled -- Installation of a gauge to monitor Lilly Lake water level**

Chairman Glembocki has marked a spot on the 1<sup>st</sup> post of the Lilly Lake Beach fence. He has talked to Mike Adam and this remains tabled until the next meeting.

- **Reports –**

A. Road Report

1. Chairman said there is concern about trucks and traffic using Geneva Road for the bypass on "50" and he had originally had the project engineer film the road before the "50"/"KD" crossover was closed. The state contractors are supposed to repair any damage. If parts of "50" are closed to speed construction, there will be more traffic. We'll have to put up with it. Safety is the first concern.

Sharon Grossmann asked if there was a timetable. Chairman said he would ask.

2. Complaint about a street light pole at the northwest corner of 80<sup>th</sup> St. & 328<sup>th</sup> Ave. blocking the view. Chairman looked at the complaint but the pole has been there 40 years or so without a problem; so, talking to WE Energies and considering the cost of moving it and their evaluation that moving will provide less light coverage to the road, we'll leave as is for now.

3. Road paving – Chairman said 347<sup>th</sup> Ave. still needs to have the shoulder work completed but other parts of the paving project are completed.

Andrew Lois said he had a complaint from someone on 349<sup>th</sup> Ave. that the shoulder wasn't tamped down well. Chairman said he would look at it.

B. Other Reports – Clerk reported - a First Injury Report was filed with EMC Insurance Companies for two firemen who responded to the fatal injury accident on "50" and "W" on September 19.

Also, the Worker Compensation Insurance Experience Rating Report has been received from the WI Compensation Rating Bureau showing the town had no claims for the previous three years. Our experience modification factor is .91.

C. Electronic recycling update – should have information for next meeting to evaluate the best way to address the e-recycling requirement.

- **Announcements –**

A. Monday, October 18 – FLU SHOTS 3 - 6 pm - Town Hall – Visiting Nurses Ass'n

B. Sunday, October 31 – "Trick or Treat" – 2 – 5 pm

- **Correspondence – none**

- **Financial matters:**

A. Purchase approval – Chairman asked the Clerk for explain the proposed computer upgrade for the office. Clerk explained the counter computer is used for property tax collection, dog licensing, WI Motor Vehicle registrations and renewals and WI DNR boat and ATV registrations and renewals. The motor vehicle licensing system requires us to download a software update. However, the counter computer operating system (2000 Professional) is not

compatible with the software upgrade. We are requesting approval of a new Dell computer with Windows 7 system for a cost of \$665, plus shipping, and approximately 2 hours tech setup time.

Andrew Lois moved a motion to approve a new counter computer for the office at a cost not to exceed \$1,000 to cover the computer, shipping and setup. Robert Herda seconded. Motion carried.

B. Other financial matters

1. Review proposals for ditch work at 7557 335<sup>th</sup> Ave. – Chairman presented two proposals from local contractors for the work: Creative Edge Landscapes, Twin Lakes – \$2,688.63 and Breezy Hill Nursery, Salem – \$3,033.42. Both companies used the same set of engineering specifications.

2. Award work to contractor – Chairman Glembocki said based on the proposal cost, he recommends Creative Edge Landscapes for the work provided they furnish a Certificate of Insurance to the town. If they do not comply, then he would recommend the next proposal from Breezy Hill Nursery.

Andrew Lois moved a motion to contract with Creative Edge Landscapes for the work at 7557 335<sup>th</sup> Ave. for a cost of \$2,688.63 provided the Certificate of Insurance is furnished and if not move to the next proposal from Breezy Hill Nursery. Robert Herda seconded. Motion carried.

3. “Agreed-Upon Procedures” report for 2009 finances – Clerk said this is relating to the town audit. Part of the problem is we are switching from a cash basis, single entry accounting system to a QuickBooks double entry accounting system. The accountants had suggested the “Agreed-Upon Procedures” because it would make the best use of time while also giving the board a certain level of comfort that the books had been reviewed. The 2010 would be a true audit with double entry accounting.

Chairman said he had met with Kathy Andrea and Allison Wright from Andrea & Orendorff along with the town clerk and town treasurer. The accountants have previously looked at the current reports and don’t foresee any issues.

Kathy Andrea provided a list with some of the things the “Agreed-Upon Procedures” would review and report on results. Included: the current disbursement spreadsheet, receipts spreadsheet, payroll spreadsheet, perform sample testing, whether 941/W-2’s reconcile, cash reconciliation to bank, yearend State report, etc. They would not compile a balance sheet or income statement but report on the spreadsheets used in 2009. Kathy Andrea would report results when completed, at a board meeting, possibly in November.

Board consensus was to proceed with the “Agreed-Upon Procedures” for 2009 and proceed to 2010 audit with the new accounting system.

• **Adjournment** – Meeting adjourned at 7:15 p.m. on a motion by Andrew Lois and second from Robert Herda.

Respectfully submitted,

Sheila M. Siegler, Clerk