

# TOWN OF FOREST BOARD MEETING

Located at the Forest Town Hall E15784 State Hwy. 33

Monday October 11, 2021 at 6:00 PM at the Town of Forest Town Hall

- I. Call of Order
  - a. Davison Called the meeting to order at 6:00 pm
- II. Roll Call
  - a. Davison, Schiller, Johnson, Teed, Rechlicz, Obert were all present
  - b. As well as Heather Duvall, Matheu DeFliger, and George and Janet Jordan
- III. Affirmation of Proper Public Notice
  - a. Davison affirmed the meeting was properly posted
- IV. Public Input
  - a. none
- V. Minutes of September 2021 Meeting
  - a. Read by Obert. Schiller made a motion to approve the September 2021 Minutes, 2<sup>nd</sup> by Rechlicz. Motion Carried
- VI. Financial Report for September 2021
  - a. Read by Johnson with an ending balance of \$58,306.54 in the checking account and \$32,967.16 in the savings account for September 30, 2021. Rechlicz made a motion to approve the Financial Report, 2<sup>nd</sup> by Schiller. Motion Carried
- VII. Other Reports
  - a. Town Patrolman Report
    - i. Put culvert in on Burr Salem between Johnson' and Cass's
    - ii. Hauled 3 loads of gravel to Moon Ridge Court and graded road
    - iii. Graded Johnson Road
    - iv. Fixed front U-Joint in Ford Pick up and put in new rotors, calipers, and pads
    - v. Met with Jason Carrimon about not approving driveway
    - vi. Sealed Decks on all bridges
    - vii. Fixed 2001 Truck wiring for warning light
    - viii. Set up new office in Shop
    - ix. Ran ether net cable and helped Jason from BlueZone hook up the internet
    - x. Loaded culvert for Joe Kelbel
    - xi. Test drive a case backhoe a Titan Machinery
    - xii. Cut shoulder at the end of Grimm Road to get standing water off road
    - xiii. Put new culvert in at the intersection of Bugbee and Burr Salem and fixed the ditch
    - xiv. Met with Jason from Brooks on new Backhoe
    - xv. Put Culvert in on Scenic for Dixie Brown
    - xvi. Cleaned up Tail Gate sander and the Diamond Mower, switched mower heads on the 6410
    - xvii. Cleaned screenings out of 2001 truck and lubed apron
    - xviii. Worked on FEMA paperwork with Heidi
    - xix. Worked at clean-up days
    - xx. Cleaned up around shop for winter
    - xxi. Cleaned out salt shed
    - xxii. Put 17 loads of sand and 2 loads of salt in salt shed, cleaned up sand and salt in front of salt shed and washed sand and salt off backhoe.
    - xxiii. Installed 3 20' culvert extensions on culverts on Bugbee
  - b. Review of Submitted Building Site Permits and Driveway Permits
    - i. Dennis & Christy Larsen for a Heifer & Dry Cow Barn
    - ii. Driveway Permit for Mark Kaplan

- iii. Schiller made a motion to approve the Building Site Permit and Driveway Permit, 2<sup>nd</sup> by Rechlicz. Motion Carried
- c. Ambulance Report
  - i. Met 9/22, 3 municipalities have given to scholarship program.
  - ii. 1 new pager is needed, at the cost of \$450. Barry Whitmer wrote a grant for pagers. National EMS bike ride came through Hillsboro on 9/22.
  - iii. EMT's yellow jackets are in need of replacement.
  - iv. Budget will be 51,000 14.34/capita
- d. Fire Association Report
  - i. Nothing at this time
- e. Recycle Center Report
  - i. Clean up days were successful, took in about \$700 is large recyclables
  - ii. Southwest Sanitation brought 2 new dumpsters and they appear to be about ½ the size of the old dumpsters
  - iii. The Metal Dumpster was almost full and the town should receive payment for that
- f. Chairman Report
  - i. Bill and Mark attended the Fall Workshop
    - 1. Broadband was discussed, and the state budget highlights were discussed. 2% increase in general transportation aid for the next 2 years.
    - 2. Authorize Beaver Removal, call DNR
    - 3. ARPA was discussed and the said to be patient.
    - 4. Meetings were discussed, meeting site address is required, public input is optional on the agenda.
    - 5. Roads and ditch building section as well
    - 6. Miller property in Valley, will be owned by Town
      - a. Property can not be sold or built on
    - 7. 2025 road construction is planned for Hwy 82 from 33 to La Farge, public input is welcome to be shared with the DOT

## VIII. Business

- a. Profit and Loss Review
  - i. Reports were reviewed by the board. Rechlicz made a motion to approve the P&L, 2<sup>nd</sup> by Schiller. Motion Carried
- b. Approve Invoices
  - i. Read by Obert. Schiller made a motion to approve the submitted invoices for payment, 2<sup>nd</sup> by Rechlicz. Motion Carried
- c. Discussion and Possible Action on Alcohol Beverage License
  - i. Liquor License application was submitted by Tabor Bar & Grill. Rechlicz made a motion to approve the Liquor License for Tabor Bar & Grill, 2<sup>nd</sup> by Schiller. Motion Carried.
  - ii. Ordinance 2021-06 "DESIGNATING MUNICIPAL OFFICIAL TO ISSUE OPERATORS' LICENSES" was read by Obert, Schiller made a motion to approve Ordinance 2021-06, 2<sup>nd</sup> by Rechlicz. Motion Carried.
- d. Discussion and Possible Action on Purchasing a Pole Saw
  - i. Some Willow trees need to be cut along Harris Road.
  - ii. \$602.95 for Stihl from Hillsboro Equipment with 11 ½' reach
  - iii. \$549.00 for Echo from Burr Ridge Enterprises with 11 ½' reach
  - iv. \$399.00 for Milwaukee M18 with a 10' reach
  - v. Motion made to purchase Stihl pole Saw, made by Schiller, 2<sup>nd</sup> by Rechlicz. Motion Carried
- e. Discussion and Possible Action on Wages and Benefits for Employees
  - i. Anticipated to go into closed session per Statute 19.85 (1) c
    - 1. Rechlicz made a motion to go into closed session, 2<sup>nd</sup> by Schiller. Motion Carried

2. Discuss Qualifications and Salary for Specific Applicants and Employees
  - a. Salaries for employees was discussed and cost of living increases were taken into account and a decision was made to give a 10% increase to all employees, being effective January 1, 2022. During the discussion for Snow Plow Drivers, Davison removed himself from the meeting. Schiller made a motion to approve the wage increase, 2<sup>nd</sup> by Rechlicz. Motion Carried.
  - ii. Reconvene into Open Session per Statute 19.85(2)
    1. Rechlicz made a motion to reconvene into open session, 2<sup>nd</sup> by Schiller. Motion Carried
  - f. Discussion and Possible Action the 2022 Budget
    - i. No action at this time
  - g. Discussion and Possible Action on County Redistricting for Voting
    - i. No action at this time
- IX. Announcements
- X. Confirm next Board Meeting
  - a. Scheduled for Monday, November 8, 2021 at 6:00 PM at the Forest Town Hall
- XI. Adjournment
  - a. Schiller made a motion to adjourn at 8:45pm, 2<sup>nd</sup> by Rechlicz. Motion Carried