

TOWN OF LEMONWEIR
MINUTES OF THE TOWN BOARD
Volume: [MARCH 2024]

MONTHLY BOARD MEETING, Town of Lemonweir, Juneau County, State of Wisconsin, met on March 12, 2024. The meeting was called to order at 7:00 p. m., by chairman, John Burch. Supervisors present were: Robert L. Smith, Matthew Vaughan, Carl B. Miller and Jon Gosda. The following notice regarding this meeting was published in the March 7, 2024, edition of the Star-Times and posted at the Town Hall, Walsh Grain Farms and Hamm Bros.:

TOWN OF LEMONWEIR
MONTHLY TOWN BOARD MEETING
Tuesday, March 12, 2024
at the Town Hall
(N3935 19th Ave.)

- Call To Order
- Public Comments and Concerns
- Minutes of Last Meeting
- Road Committee Report/Road Bids
- Road Report—including culverts, tree trimming and other road issues
- Set date for April Town Board Meeting
- Cemetery Committee Report—including action to close accounts; transfer funds to a new account under the town's tax ID; designate signers; approval of fee schedule; clerk-treasurer salary; cost of rule sign
- Ambulance Report
- Administrator's Report—including Office Operations, upcoming Election, Fire Calls, Lynxx Networks update, Printer/Copier quotes, Payment of Bills, Correspondence & Zoning Permits
- Adjournment

Carin E. Leach, Town Administrator
608-847-4786
Publish 3/7/2024

PUBLIC COMMENTS were called for by the chair: Steve Thomas reminded everyone that it is important to vote in April Election especially regarding school referendum question asking for more money. Nancy Santroch asked about the town taking over the Rose Cemetery.

MINUTES of the February 13, 2024 Board meeting were approved as mailed on motion by Vaughan/Gosda. All yes votes.

ROAD COMMITTEE REPORT/ROAD BIDS—the bid notice was discussed as well as using GPS location for road projects incorporated with the PASER terminology. Carin created new bid project spec sheets to hopefully have more uniform bidding and make it easier for the board to compare bids.

The following roads will be out for bid this year: K-L Townline Rd (north of CTH N); Volling Ln; Shady Ln; 19th Ave (South of CTH N); Emerson Rd (19th Ave to Cemetery); 47th St (STR 58 to 17th Ave); 51st St (19th Ave toward 50th); shouldering 19th Ave (south of STR 82 E to CTH N).

ROAD REPORT—INCLUDING CULVERTS, TREE TRIMMING AND OTHER ROAD ISSUES—John Burch is working on completing the 6'-20' culvert list.

Dave Anderson reported he is only doing some light brushing at this time and is still working on the "giraffe" machine. The culvert on Volling Ln was also discussed so that work could be aligned with the other road work.

SET DATE FOR APRIL TOWN BOARD MEETING—the town board will meet at 6p.m. on April 9th to allow more time for discussion/action on the road bids. A motion was made by Vaughan/Gosda to have the town board meeting on the schedule 2nd Tuesday-April 9, 2024 and change the meeting start time to 6p.m. to open road bids. All yes votes, motion carried.

The Annual Meeting remains the same being held on April 16th at 7pm.

CEMETERY COMMITTEE REPORT:

--ACTION TO CLOSE ACCOUNTS; TRANSFER FUNDS TO A NEW ACCOUNT UNDER THE TOWN'S TAX ID; DESIGNATE SIGNERS—

Discussion/Action: Carin reported the bank needed a record showing that the cemetery accounts should be closed and where the funds were going. It was suggested that a new account be opened separate from the town's general fund and that Carin and Matt be designated as the signers on the account. Motion by Miller/Smith to close out the Rose Cemetery Association checking account and transfer funds to a new account separate from the general fund and designate Carin Leach and Matthew Vaughan to be authorized check signers. All yes votes, motion carried.

--Approval Of Fee Schedule-- The following fee schedule was recommended by the Cemetery Committee to the Town Board:

Grave site:	\$450
2 nd Use Fee:	\$250
Non-Resident charge:	\$250
Staking fee:	\$ 50
Grave Reassignment Fee:	\$150

Winter Burial: town fee TBD as needed for plowing cemetery drive & path to gravesite. This will be paid through the funeral home.

Other recommendations to the town board for consideration:

The committee members will be considered volunteer for the 1st year and not be paid a committee fee. This will be revisited in 2025.

Discussion/Action: Some discussion ensued regarding the fees and being more competitive with the rates. No changes were suggested. A motion by Miller/Smith to approved the fee schedule as stated. All yes votes, motion carried.

--Clerk-Treasurer (Cemetery) Salary—The Cemetery Committee made the following recommendation: The cemetery has added work on to Carin's already busy schedule. After some discussion a motion was made to recommend to the town board that Carin be given a salary increase of \$1,500.00 for the year retroactive to January 1, 2024 for the cemetery work that has been done.

A motion was made by Smith/Vaughan to approve the \$1500 salary amount making it annual and add it to Carin's annual salary retroactive to January 1, 2024 instead of a paying a lump sum. All yes votes, motion carried.

Cost Of Rule Sign-- a Cemetery Rules sign was recommended by the Cemetery Committee. The ordinance rules were sent to the committee and it was determined the most pertinent rules should be on the sign along with set Cemetery hours of 6am-8pm. A motion to approve the

rules sign was made by Vaughan/Gosda. Dave & Liz Anderson were tasked with checking on sign prices.

AMBULANCE REPORT—Liz Anderson reported the remount and refurbishing for one of the ambulances was done. MAAA also has a baby crib program and has 10-12 cribs available for parents that don't have one.

ADMINISTRATOR'S REPORT:

Office Operations—reminder of the upcoming election—April 2, 2024 Polls open at 7am-8pm; 36-absentee ballots have been applied for as of today.

Fire Calls—several fire calls have been received to be billed out. The city is also advertising for a new fire chief and for firefighters. The reporting for the 2% fire dues is in progress.

Carin attended the LSFD open house event on March 2nd. Food and refreshments by Wisconsin River Meats were provided. All equipment including the new ladder truck was available to view up close. Towns of Lyndon and Kildare were also represented.

Lynxx Networks Update—the town hall is on the list for service pending scheduling. We will be able to keep the same phone number and save money.

Printer/Copier Quotes: new copier quotes from Baurenfiend for both black/white copiers and color options. Carin was asked to get additional quotes from another company. Table to the April agenda.

Showed receipts of \$8,951.88 as of February 29, 2024 plus February tax collections of \$244,552.42 (settled in February), and an available balance of \$544,317.42 as of 2/29/2024 after reserves are deducted. Petty cash balance \$91.35 as of 2/29/24.

Correspondence:

1. FROM: Bank/Mauston; RE: Collateral Register \$1,255,000.00 as of 2/29/2024
2. FROM: Delmore Consulting; RE: 6'-20' culverts and other road services for municipalities
3. FROM: WTA; RE: reminder of the upcoming road school which is new this year scheduled for April 29, 30 & May 1st. To be held at Chula Vista in Wisconsin Dells \$199 if you register by April 5th.

The administrator presented bills in the amount of \$60,373.69, for payment. Motion by Gosda/Smith, to authorize payment. All yes votes.

Zoning-the first permit of 2024 issued to Sandra Reichard (pole building)

Other zoning: several phone calls regarding recently listed "For Sale" properties in Lemonweir from realtors and interested parties in addition to in-person, phone & emails requesting zoning information for upcoming projects.

ADJOURN - The meeting was adjourned on motion by Smith/Gosda. All yes votes.

APPROVED BY TOWN BOARD 4/9/2024

ATTEST:

Carin E. Leach
Carin E. Leach, Town Administrator

