

**TOWN OF LEMONWEIR  
MINUTES OF THE TOWN BOARD  
Volume: [FEBRUARY 2023]**

MONTHLY BOARD MEETING, Town of Lemonweir, Juneau County, State of Wisconsin, met on February 14, 2023. The meeting was called to order at 7:02 p. m., by chairman, Marvin Havlik. Supervisors present were: Robert L. Smith, Carl B. Miller and Jon Gosda. Matthew Vaughan was out sick. The following notice regarding this meeting was posted in the 2/9/2023, edition of the Star-Times and posted at the Town Hall, Walsh Grain Farms and Hamm Bros.:

**TOWN OF LEMONWEIR  
REGULAR MONTHLY TOWN BOARD MEETING  
TUESDAY, FEBRUARY 14, 2023  
7:00 P.M. AT THE TOWN HALL (N3935 19<sup>TH</sup> AVE)**

- Call to Order
- Public Comments
- Minutes of the January 10, 2023 meeting
- Personnel Committee Report—including action on updates to Personnel Policy
- Mobile Home Park License Renewals for KAE I, II, III
- Road Report—including snowplowing & other road issues
- Ambulance Report
- Fire Dept Report
- Garbage pickup for town hall
- Administrator's Report—Office Operations, Election, Fire Calls, Payment Voucher Correspondence & Zoning Permits
- Adjournment

Carin E. Leach, Town Administrator  
608-847-4786  
Publish 2/9/2023 JCST

PUBLIC COMMENTS were called for by the chair: Bob Smith stated he had talked with Andy Potter who is on the Town of Summit board regarding the fire department assessment. Potter noted that Summit's assessment increased from \$9446 in 2022 to \$12320 in 2023. Bob Smith went on record stating that Randy Reeg is a worthless piece of \$#!

It was also noted that Mauston and Lyndon Station fire departments were rated the same for rural fire services.

MINUTES of the January 10, 2023 Board meeting were approved as mailed on **motion** by Gosda/Smith. All yes votes.

PERSONNEL COMMITTEE REPORT—INCLUDING ACTION ON UPDATES TO PERSONNEL POLICY: The following recommendations as listed to go before the town board to amend the Personnel policy:

Section 6.1 Job Descriptions—add in the job description for the Town Administrator position as in the Municipal Code Chapter 6 under 2.2

Section 7.4 Retirement Fund—change to: retirement negotiated after one-year of service for full-time employees and increase current town match by 2% for a total of 6% match by the town

Section 8.3 Vacation Leave—Add #4 (4) Four weeks vacation upon completion of the 20<sup>th</sup> year of employment if the fourth week or portion of the 4<sup>th</sup> week is not used employee shall be compensated up to

*an additional one-week's salary. In addition a \$500 bonus shall be paid for any other week of vacation not taken.*

Section 11.1 Travel and Expenses—make text clearer to reflect that the IRS rate (which is updated annually) shall be used for reimbursement of travel and expenses.

Chairman Havlik asked Jon Gosda to give the report. Gosda went over the proposed changes. Jon also made the suggestion to create a pre-employment assessment for the next candidate for Town Administrator to show they are able to do the job.

A **motion** by Miller/Smith to approve the Personnel Policy amendments as listed. All yes votes, motion carried.

MOBILE HOME PARK LICENSE RENEWALS FOR KAE I, II, III—applications and fees have been received. Carin noted that all the mobile home parks were now owned by Pleasant Valley Properties of Wisconsin, LLC. The applications and fees have been turned in for each park. License Renewal for mobile home parks is an annual occurrence always in February. A **motion** by Smith/Gosda to approve the license renewals for all three parks to Pleasant Valley Properties. All yes votes, motion carried.

ROAD REPORT—INCLUDING SNOWPLOWING & OTHER ROAD ISSUES: no snowplow issues were reported.

Dave Anderson reported that use of Zeman's lift needs to be rescheduled. Due to freezing temps and other towing emergencies Zeman's could not deliver the lift. The lift will reach 85 feet. Dave also asked the board to allow it to be used not only for Hovde's but also to trim a few other areas with large trees including the town hall tree. He suggested it needed to have about 20 feet of length trimmed off the branches to prevent damage to the town hall. Dave will check with Zeman's for the extension and Carl Miller told Dave to ask for help if he needed it to get the trees off the road.

Dave reported he will use the arm mower on 15<sup>th</sup> Ave by Peach's and in some other places to get the brush back on 20<sup>th</sup> Ave and 50<sup>th</sup> St to clean up spots before mowing season.

Carl Miller reported a STOP AHEAD sign was down on Cassidy Rd by Doug's house.

Marv reported the county was several hundred culverts behind plus bridge work. It was mentioned that the gas tax had gone up another \$0.17.

AMBULANCE REPORT: Liz Anderson reported—no meetings were held in December or January. Chris Leopold has had some health issues come up and cannot be under any stress. The next meeting is scheduled for February 27<sup>th</sup>. The Annual meeting will be held that evening as well.

FIRE DEPT REPORT: copies of the January Mauston Fire Dept report were made available to the town board. Chief Hale will be providing these reports monthly similar to the reports that were provided to TRFA.

In January there were two fire calls in Lemonweir out of 8 total fire calls and one mutual aid call.

Carin reported the town has received six fire calls since the first of the year totaling \$2712; however four of those calls happened in 2022. The two calls for 2023 were not charged for trucks as promised by the city.

GARBAGE PICKUP FOR TOWN HALL—after some discussion it was decided to cancel garbage pickup from LRS and Bob Smith offered the use of his dumpster and save the town the money. A motion by Smith/Gosda to cancel garbage pick-up from LRS and take the town hall garbage to Bob & Cory Smith's dumpster. All yes votes, motion carried.

## ADMINISTRATOR'S REPORT:

OFFICE OPERATIONS—state reporting continues 3-left to do by March 1<sup>st</sup> and the Form CT, Workers Comp Audit completed, lots of zoning inquiries and inquiries about fiber optic and all the flags

ELECTION—38 absentee ballots have been sent out so far, reminder that the Spring Primary is next Tuesday, Feb 21<sup>st</sup>. Polls open at 7am-8pm Supreme Court Judge

FIRE CALLS—6-new fire calls since 1<sup>st</sup> of the year totaling \$2712.

Showed receipts of \$855,353.39 in tax collections 1/1/2023-2/6/2023 including interest and \$62,137.85 in regular deposits, and a balance of \$86.74 in Petty Cash; ARPA Fund balance was \$172,237.24 as of 1/31/2023. The cash on hand available was \$326,726.42 as of 1/31/2023.

From the tax collections for the February Settlement the town will retain \$91,033.91 + \$12,107.12 for a total of \$103,141.03. There was one tax payment check returned to the town unpaid "Refer to Maker" for \$2570.41—this amount was deducted from the tax collection total before the final settlement.

### Correspondence:

1. FROM: Oakdale Electric; RE: R-O-W Permits to bury electric lines on K-L Townline Rd-  
Approved
2. FROM: JuneauCoPubWorks; RE: 50/50 town match County Aid—Approved
3. FROM: WTA; RE: training workshops—no participants at this time
4. FROM: Bank/Mauston; RE: Collateral Register Face Value: \$1,255,000.00
5. FROM: State/WI; RE: LRIP Grant for LL Townline Rd \$19,944.14
6. FROM: Tara Ennis; RE: Uber/Lyft program in Juneau Co
7. FROM: 2022 MSP Program; RE: municipal services pymt + 1-time ARPA pymt rec'd  
\$48.82 + \$1.30
8. FROM: Rural Mutual Ins; RE: new local agent Nate Feala-123 Division St, Mauston
9. FROM: City/Mauston; RE: Fire Services Contract \$75,847.00 due by 10/1/2023

The administrator presented bills in the amount of \$790,805.04, for payment. **Motion** by Miller/Gosda to authorize payment. All yes votes.

ZONING-Permits have been issued to : Anna Haberny (A-Frame home), Cody Porter (shed), Craig Smith (shed), Steven & Bette Ann Patkus (pole shed-Special Use Permit), Nelburn Lake LLC (pole shed-Special Use Permit)

ADJOURN - The meeting was adjourned on **motion** by Smith/Gosda at 8:30 p.m.. All yes votes.

APPROVED BY TOWN BOARD 3/14/2023

ATTEST:

Carin E. Leach  
Carin E. Leach, Town Administrator

