

**AGENDA**  
**TOWN OF WILSON SPECIAL TOWN BOARD MEETING**  
**Town of Wilson Hall - 5933 South Business Drive, Sheboygan**  
**Friday, February 5, 2010**  
**12:15 p.m.**

**CALL TO ORDER & DECLARATION OF OPEN MEETING:**

Agenda for this meeting is posted at the Town of Wilson Office, Town of Wilson Firehouse, Town of Wilson Maintenance Site, Town of Wilson website, the Sheboygan Press newsroom was provided a copy and the meeting is declared an open meeting.

**APPROVAL OF DRAFT MINUTES:**

**APPOINTMENTS / NEW BUSINESS:**

1. Town Office Security/Town Hall Security

**ADJOURN**

Persons with disabilities who may require assistance to attend this meeting should contact the Town Clerk at 208-2390 at least 24 hours prior to the meeting.

# ***APPROVED MINUTES***

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February 5, 2010 Special Town Board Meeting

## **CALL TO ORDER & DECLARATION OF OPEN MEETING:**

In Chair Gartman's absence, Supervisor Dale Sommer called the Special Town Board meeting to order at 12:28 p.m., noted the posting times and places, and declared it a legal, open meeting.

**PRESENT:** Supervisor Dale Sommer, Supervisor David Senkbeil, Clerk Cheryl Rostollan. **Appearing by conference call for a portion of the meeting:** Chair David Gartman. **Absent:** Treasurer Laurie Pankratz. **Also present:** Rick Meyer.

## **APPROVAL OF DRAFT MINUTES:**

- February 2, 2009 Town Board Meeting – Motion by Sommer, second by Gartman, to approve with changes; motion carried with Gartman and Sommer voting aye and Senkbeil abstaining because he was not on the Town Board at the time this meeting was held.
- April 13, 2009 Special Town Board Meeting – Motion by Sommer to approve draft minutes with one spelling correction; second by Gartman; motion carried with Sommer and Gartman voting aye and Senkbeil abstaining because he was not a Town Board member at the time of this meeting.
- August 24, 2009 Special Town Board Meeting – Motion by Senkbeil to approve draft minutes as printed; second by Sommer; motion unanimously carried.
- September 8, 2009 Town Board Meeting – Motion by Gartman, second by Sommer, to approve with changes noted; motion unanimously carried.
- September 21, 2009 Town Board Meeting – Motion by Senkbeil, second by Sommer, to approve with changes; motion unanimously carried.
- October 26, 2009 Special Town Board Meeting – Motion by Gartman to approve with change to separate item number one identical to agenda; second by Senkbeil; motion unanimously carried.
- January 18, 2010 Town Board Meeting – Motion by Sommer to accept draft minutes with correction to number 9; second by Senkbeil; motion unanimously carried.

## **APPOINTMENTS / NEW BUSINESS:**

1. Town Office Security/Town Hall Security – Discussion between Town Board, Rick Meyer, Constable Jim Whipple, Clerk Cheryl Rostollan regarding facilitating the re-keying of the doors and issuances of keys. Chair Gartman discussed issues with Supervisor Sommer and Supervisor Senkbeil and then retired from the meeting.
  - 5 board members will receive master keys (same key for all buildings)
  - Town office keys – Clerk, Treasurer, Sanitary District Coordinator, Building Inspector
  - Constables – Unlimited key fob for town office (2 front doors) and town hall
  - Electronic mechanism for Records Room, plus regular key in case of power outage? Sommer and Senkbeil prefer an electronic mechanism for this door. Clerk may provide keys to treasurer and deputy clerk.
  - Ability for Sheriff's Department to clear the building in the case of a call and the call-list for security company - 1) Sheriff's Department, 2) Chair Gartman, 3) Supervisor Sommer, 4) Supervisor Senkbeil (add supervisors when change-over to 5-person board, rotating the duty.)

# ***APPROVED MINUTES***

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February 5, 2010 Special Town Board Meeting

Motion by Senkbeil to accept register for "Applications for Town Office Key, Fobs and Cards" with changes made 2/5/2010 second by Sommer; motion carried.

- Victory Locksmithing, LLC Estimate #368 - Motion by Senkbeil to accept estimate number 368 in the amount of \$247.80, estimate number 369 in the amount of \$269.85, estimate number 367 in the amount of \$56.70 and estimate number 366 in the amount of \$543.90 from Victory Locksmithing, LLC proposal with the proposals to provide a key for every cylinder (the estimates include one key per cylinder, including 8 master keys and additional keys to cost \$5.00 a piece); second by Sommer; motion carried. Discussion regarding fireman's access to the fire station. Meyer asked the town board if he would need to obtain proposals for electronic key system from parties other than O & W and he was told that this is not necessary.

*Put on the next agenda: Fire Department Contract with Village of Oostburg and Fire Truck stored at Maintenance Building.*

## **ADJOURN:**

Motion to adjourn by Senkbeil; second by Sommer; motion carried and meeting adjourned at 2:10 p.m.

Minutes submitted by: Cheryl Rostollan, Clerk