

APPROVED MINUTES FOR TOWN OF WILSON, NOVEMBER 2, 2020

CALL TO ORDER & DECLARATION OF OPEN MEETING: Chairman Ehmann called the Town of Wilson Board Meeting to order. Posting in accordance with open meeting law was confirmed by affidavit of posting and the meeting was declared an open meeting. Meeting was held via Zoom which complies with open meeting laws.

PRESENT: Chairman Ehmann, Supervisors Nancy DesJardins, Tom Stoelb, and Brian Hoffmann, and Matt Fore. Also, in attendance: Clerk Julie Wicker, Treasurer Kari Mooney, and Maintenance Supervisor Rick Meyer.

Public comment.

APPOINTMENTS / NEW & OLD BUSINESS:

1. **Approval of the draft minutes, October 19, 2020.** Motion by Stoelb second by Fore to approve the October 19, 2020 minutes, all members voted aye, motion carried.
2. **Approval of the 2021 draft budget for presentation at the Nov. 19 Public Budget Hearing.** Chairman gave the supervisors an overview of the 2021 draft budget. This included the summary, schedule of fund balance and debt schedule, detailed budget and road projects. There will be a loss of approximately \$155,000 in the 2021 draft budget numbers but the Town is projecting a gain at the end of this fiscal year in the amount of \$155,000 because a large portion of Timberlake Road was not completed in 2020. This road will be completed in spring. The fund balance ratio at the end of 2020 will be 17.3%. Payroll increases are built in at 3%. Major differences, inter-government will be \$23,00 less, Cares grant reimbursement will be in 2021 and will be approximately \$54,000. On the expense side some of the decreased categories will be elections, contracted services, IT services. Capital outlay is a large category that would include the Town office roof, Fire department roof, and roads. Roads projects will be Junipers Drive and Timberlake Road. The law enforcement personnel are projected at \$23 per hour at approximately 3 hours per week for the year. The board had a discussion on the Care Grant and items that the Town could be reimbursed from this grant. The Fire department's payroll is able to be reimbursed. One question that came up was the allowance that each fire department worker received for clothing allowance. Chief Hittman added this into his workers wages because of wear and tear/damage that occurs to their items of clothing. First responders budget had no change from the prior year in the dollar amount. Supervisor DesJardins would like to be involved with the Fire Department and Fire Responders budgets going forward.
3. **Approval of the Town of Wilson 2020 unused levy carryforward (sec. 66.0602(3) (fm), Wis. Stats.)** We're able to put \$8178 on this year's levy. This would increase the levy for this year. If we don't use this money, it will fall out within the next two years. There are two ways that you can use this unused levy money and that is your debt must be less than the prior year and it must pass by a 2/3 vote. Motion by Fore, second by Hoffmann to approve the Town of Wilson 2020 unused levy carryforward dollar amount of \$8178 to the 2020 levy. All members voted aye; motion carried.
4. **Review and approval of Ordinance Amending Filing of Property, Public Nuisance, Regulations on Use of Rights-of-Way, Animals, and Citation and Penalties for Town Ordinance Violations Ordinances.** Motion by Stoelb second by DesJardins to approve the Ordinance Amending Filing of Property, Public Nuisance, Regulations on Use of Rights-of-Way, Animals, and Citation and Penalties for Town Ordinance Violations Ordinances, all members voted aye, motion carried.
5. **Review and possible action on amending Chapter 6 of the Town of Wilson's Code Enforcement Officer Ordinance. The update relates to the adoption of a Code Enforcement Officer.** Motion by Fore second by DesJardins to approve the amended Chapter 6 of the Town of Wilson's Code

- Enforcement Officer Ordinance, Supervisor DesJardins, Stoelb, Fore and Chair Ehmann voted aye, Hoffmann opposed, motion carried
6. **Review and approval of a job description for a Town Ordinance Enforcement Officer position.** Motion by Fore second by DesJardins to approve the job description for the Town Ordinance Enforcement Officer position, all members voted aye, Hoffman opposed, motion carried.
 7. **Approval of nominations for the Assistant Fire Chief.** Motion by Fore second by Stoelb to approve the nomination for the Assistant Fire Chief for Steve Pautz, all members voted aye, motion carried
 8. **New and Renewal Operator License Applications for period July 1, 2020 – June 30, 2021.** Motion by Fore second by Hoffmann to approve Operator License for Tichy, Reynolds, DesWarte, Sommerfeld, Krueger, all members voted aye, motion carried.
 9. **Public Comment:** There were no public comments.
 10. **Reports:**
 - a. **Rick Meyer - Maintenance** - Meyer updated the board on the road improvements. Garden Grove and Woodside Lane is completed by the County. Next year drainage will need to be completed. Timberlake Road will need to be completed next year. The board approved the asphalt on the long stretch of pavement to be completed by the county on Wilson Lima Road. This is be completed next week. Signs will be placed by the conservancy.
 - b. **Kari Mooney – Treasurer** - Reports are in your packets.
 - c. **Sheriff Report** – No report
 - d. **Julie Wicker – Clerk** – As of 9am this morning, the Town has received 55% absentee ballots in. This is 1457 total. The Town has 3367 eligible voters per the Demographic service report that I received via email on October 9, 2020. The Hall is all set up for the General election tomorrow.
 11. **Disbursement Reports: Town of Wilson First Responders, Town of Wilson -** Motion by DesJardins second by Stoelb approve the Town’s checks dated November 2, 2020, check number 22313–22333 in the amount of \$18,537.90, all members voted aye, motion carried. Motion by Stoelb second by Hoffmann to approve the payroll for November 4, 2020 in the amount of \$8159.73, all members voted aye, motion carried. Motion by Stoelb, second by Hoffmann to approve the payroll, fire department for November 4, 2020 in the amount of \$19,548.98, all members voted aye, motion carried.
 12. **The Town Board intends to convene into closed session pursuant to Wis. Stat. 19.85(1)(g) for the purpose of conferring with legal counsel for the Town who is rendering oral or written advice concerning strategy to be adopted by the Town with respect to litigation in which the Town is or is likely to become involved. During the closed session, the Board will discuss the property located at 8511 Middle Road, Sheboygan, WI 53081.** Motion by Fore, second by Hoffman to move into closed session. Roll call taken, all members to board voted aye, motion carried.

The board moved to go back into open session.
 13. **Adjourn** – Motion by Hoffmann second by Fore to adjourn the Town of Wilson meeting at 8:15pm, all members voted aye, motion carried.