

Regular Board Meeting  
Tuesday, September 11, 2018  
Townsend Town Hall  
6:00 p.m.

Chairperson Carla Van Camp called the meeting to order at 6:02pm and called for a moment of silence in honor of those who perished 17 years ago.

Roll call: Chairperson Carla Van Camp; Supervisor Dan Martin; Supervisor Linda Adamczyk; Treasurer Julie Schroeder; Clerk Linda Ziegler.

Verification of proper agenda notice: Ziegler posted the agenda on September 7, 2018 at Townsend Post Office, Townsend Town Hall, Karla's Country Kitchen and [www.townsendwisconsin.org](http://www.townsendwisconsin.org).

Motion was made to accept the agenda as presented by Martin, 2<sup>nd</sup> by Adamczyk – M/A

Motion made by Martin to accept the minutes of the August 15, 2018 meeting, with correction, 2<sup>nd</sup> by Adamczyk– M/A

**Treasures report** gave a year to date vs. last year to date Motion by Adamczyk to approve the report and pay the vouchers, Martin 2<sup>nd</sup> – M/A

**Ambulance Report** –no report

**Fire Department Report** – no report

**NOCCO Report** – report on file

**Library Task Force-** Kathleen Marsh said the task force will meet Monday, September 17 at the Library 6pm. The committee is making progress.

**Comprehensive Planning Committee:** Town Plan update report was received from Jamie Broehm, Oconto County Planning Commission

**Permits/Licenses:** Operators License application for John Scovronski was presented. Motion was made by Van Camp to accept this application, 2<sup>nd</sup> by Adamczyk – M/A

Business:

1) Employee Handbook – the business of the new Employee Handbook is officially on this agenda to be accepted. Adamczyk made the motion to approve the new Employee Handbook, 2<sup>nd</sup> by Martin – M/A

2) Resolution 1-2018 – the business of rescinding this resolution is officially on this agenda to be discussed. Per the State of Wisconsin Attorney General, all notices should be posted in three physical locations and supplemented on the website. Adamczyk made the motion to rescind Resolution 1-2018, 2<sup>nd</sup> by Van Camp – M/A

3) Cintas Uniforms contract – since Wiley Crandall and Rick Opeila do not want the uniforms, the board checked on breaking the contract with Cintas. The average weekly volume is \$32.00 with roughly 53 weeks remaining on the contract would equate to \$1696.00. To buy out the contract is half of this, or \$848.00. Adamczyk made the motion to buyout the Cintas contract for uniforms and rugs, 2<sup>nd</sup> by Martin – M/A

4) Advisory Committee – Van Camp has contacted several citizens to partake on this advisory committee, but waiting for confirmation from some. So far, the committee will consist of Phil and Beth Hartman, Arnie Grobe, and Dan Christianson. A meeting date will be set Friday.

5) Claude Bowman retirement – Van Camp announced that Claude turned in his retirement notice as of September 12, 2018. Claude has been a very valuable employee for 36 years. Thank you for your years and congratulations on your retirement.

6) Library Task Force – Adamczyk made the motion that the Town of Townsend will support the Library Task Force financially and any other way necessary, 2<sup>nd</sup> by Martin – M/A

7) Budget workshop Dates – Assist. Fire Dept. Chief Dawn Herlache presented the board with a new spread sheet for the board to review prior to the budget meeting. Ziegler sent out letters to town committees for their input due October 1, 2018. The first board meeting will be Friday, October 12 at 10am.

8) Roadwork update – Sept 12, the stumps will be removed from the right of way on Cunningham/Calico. This project is then complete. Martin will be checking the signage costs for the 2019 budget. Summer Ln and Valley View have been seeded. The dirt will be brought over to the Pickerel Lake Dam. They made do a 1-2 foot Camp so the rain runs off. Burnt Dam is completed. Dan Pries suggested two pines come down at the cemetery. The town will take down this winter. Oconto County provided information as to who has authority and who maintains state highway's. Per the January 2014 Manual, the municipality is responsible for the lanes that go through town. If the Fire Department needs additional road assistance, they should contact Wiley Crandall.

9) Discovery Guide Ad –Adamczyk motioned to continue the ad in the Oconto County Discovery Guide for \$240.00 , 2<sup>nd</sup> by Martin – M/A

Public Comment:

Kathy Marsh and the Townsend Players are putting on the Play “Whiskey Jack---”on October 6 and would like the information on the marquee and the Townsend website. Carl Christensen said the blacktop that was cut out for the electrical at the recycling center has settled. The highway crew will level and cold patch soon. Carl also explained that they close the gate to the recycling center at 2:55, so they can close up by 3pm

Correspondence:

Claude Bowman letter of retirement effective September 12, 2018  
David Smits – recommended the Fire Department purchase a boat for fire calls  
State of WI-Depart. Of Corrections – notification of a Sex offender Registrant will be located in Townsend. The Oconto County Sheriff's Department contacted Van Camp and notified all of the neighbors

Deer Carcasses/DNR – Townsend will not take deer carcasses at the recycling center. We are not set up as a solid waste center.

Julie Schroeder – Julie has turned in a letter of resignation as the town Treasurer effective October 4, 2018. They are moving from the area, however, will be available for training as needed. Thank you, Julie, for a job well done !!

Announcements:

2018 Fall Town & Village Workshop at Carter Casino Sept 13  
Townsend flowage Meeting Sept 15 9am  
Amoterra Wellness Days Sept 28-30  
Identity Theft Class Oct. 4, 2018 1pm at Riverview Town Hall  
7-Town Meeting Sept. 24, 2018, 6pm at Mountain  
NOCCO meeting Sept. 19, 2018 6:30pm at Lakewood  
Town Shop e-mail address: [townoftownsendshop@gmail.com](mailto:townoftownsendshop@gmail.com)  
Whiskey Jack's Deer Camp – Townsend Town Hall 2 & 7pm October 6

Adamczyk made the motion to adjourn at 6:59, 2<sup>nd</sup> by Martin – M/A

*Minutes approved October 9, 2018*