

Town of Niagara, Marinette County
Regular Town Board Monthly Meeting Minutes
September 19, 2023 at Niagara Town Hall, W6889 US Hwy 8

Agenda of Town Board Meeting

- 1) Pledge of Allegiance, Call to Order and Roll Call.
 - a. The September 19, 2023, Monthly Board Meeting was called to order at 6:00 PM. A quorum was met.
 - b. Present: Chairman Bob Butler, Supervisor Ron Neuens, Treasurer Debbie Emond, Clerk Sara Wentzel. Excused/Absent: Supervisor David Sanicki.
- 2) Approve / Amend agenda items for September 19, 2023.
 - a. M/S: Neuens/Butler to approve the agenda for September 19, 2023. Voice votes taken; no negative votes. Motion passed.
- 3) Approve / Amend minutes of August 15, 2023 Town Board Meeting.
 - a. M/S: Neuens/Butler to approve minutes of August 15, 2023, regular Town Board Meeting as presented. Voice votes taken; no negative votes. Motion passed.
- 4) Treasurer's Report as submitted/presented by Debbie Emond.
 - a. Income for August equaled \$20,653.73. Expenditures for August equaled \$18,683.47.
 - b. M/S: Neuens/Butler to approve Treasurer's Report as submitted/presented. Voice votes taken; no negative votes. Motion passed.
- 5) Public Comment; non-discussion from Board.
 - a. Wendy Younglove, Municipal Court Judge, was present to introduce herself. She is the recently-elected judge for the Multi-Jurisdictional Court in which the Township now participates.
 - b. Clerk Wentzel states that Paul Vilringer has given notice and will be retiring from cleaning the Town Hall. He will graciously perform the duties until end of the year; however, Board wishes to actively search for his replacement beginning right away. Notice will be published in the paper.
- 6) Discussion / Action Item: Road Inspection and 3-Year Road Plan including LRIP/TRIP project.
 - a. Discussion: Chairman Butler met with Ken Romuald and Dave Sanicki out on Provencher Road with Pat from Scott Construction to begin discussions of the work to be done in 2024. Chairman Butler and Clerk Wentzel also sat in on a recent webinar with the WI DOT for information on the application process for LRIP funds. They will begin assembling the proper documentation to get the application moving before November 1, 2023 submission deadline.
 - b. M/S: None.
 - c. Status: In Progress.
- 7) Discussion / Action Item: New Town 1-Ton Truck.
 - a. Discussion: Chairman Butler talked with ERA Chevrolet for an update; it is currently down at Monroe. The box is built, it just needs to be installed. Once returned to ERA, it will be wired for plow and then Badger will install it.
 - b. M/S: None.
 - c. Status: In Progress.
- 8) Discussion / Action Item: Tar for crack sealer.
 - a. Discussion: Chairman Butler has confirmed the pricing will be as anticipated; we will start with \$5,600 for 8,400 pounds. Ken has pulled the machine out and reviewed its operation with Joe Geldmeyer. It is a multiple-person job to run this unit so Ken will make appropriate scheduling for the labor to be covered (additional labor costs for a short time).
 - b. M/S: Neuens/Butler to purchase first order of 8,400 pounds of tar at \$5,600. Voice votes taken; no negative votes. Motion passed.

- c. Status: Complete.
- 9) Discussion / Action Item: New Town Tractor.
- a. Discussion: Special Board Meeting was held on August 28, and final decision was made to purchase the John Deere 6120M for \$141,934.63 (after trade-in of \$28,500 on the Township's Kubota model), which was provided to the Township as a demo unit by Riesterer & Schnell. All paperwork for financing and terms will be finalized and signed by Board accordingly.
 - b. M/S: Neuens/Butler to purchase the John Deere 6120M from Riesterer & Schnell for \$141,934.63 after trade-in of \$28,500 on the Kubota. Voice votes taken; no negative votes. Motion passed.
 - c. Status: Complete.
- 10) Discussion / Action Item: Sale of old Fire Tanker (1993 International).
- a. Discussion: After notice was published, we received only 1 bid from Glen Meyer for \$4,625, which was under the minimum bid threshold set at \$6,000. Chairman Butler and Supervisor Neuens agree to table this topic until the October meeting so that Chairman Butler can contact a resource involved in auto auction for potential sale via that route and costs involved. Mr. Meyer's bid will be held at this time as an option if auto auction proves costly and return not as high as hoped.
 - b. M/S: None.
 - c. Status: In Progress.
- 11) Discussion / Action Item: Discussion of Fire Numbers Assignment, Installation.
- a. Discussion: Chairman Butler contacted Zoning Administrator Bob Grandaw. Because this project was not budgeted for 2023, it will be put into the budget discussions for 2024. The tentative plan is to begin a Township-wide fire number assignment, re-assignment, and installation, which would be carried out in three (3) different rounds. Chairman Butler will meet with Bob Grandaw and Bruce Laliberte (Planning) to work out the specifics of the project and what tasks will be done in each round.
 - b. M/S: None.
 - c. Status: In Progress.
- 12) Discussion / Action Item: Codification of Town Ordinances.
- a. Discussion: Clerk Wentzel researched Municode/CivicsPlus, an option highly recommended by City of Niagara Clerk Frederick. Municode not only reorganizes and verifies all ordinances against Wisconsin laws, but maintains the book, performs supplemental updates, and provides a hard copy as well as digital copy (for Town website). The City of Niagara paid \$14,000 to have ordinances codified; figuring Township is significantly smaller the expenditure for us should be estimated between \$5,000-\$8,000. Clerk Wentzel has provided Township ordinance volume to Municode, and is awaiting a more solid estimate on the process.
 - b. M/S: None.
 - c. Status: In Progress.
- 13) Discussion / Action Item: Request for Chairman to attend the WI Towns Association Fall Convention.
- a. Discussion: Despite hopes to attend, neither Chairman Butler nor Clerk Wentzel believe their schedules will allow them to make the convention dates at this time.
 - b. M/S: None.
 - c. Status: Complete.
- 14) Discussion / Action Item: Request for new Town Printer/Copier Machine at Town Hall.
- a. Discussion: Clerk Wentzel suggests upgrading old printer/copier to a newer model, and presented 4 quotes obtained from Office Planning Group and Cooper Office Equipment, both local businesses who handle such units for commercial/municipal use. After reviewing of the

quotes provided, Chairman Butler and Supervisor Neuens agree with Clerk Wentzel and Treasurer Emond's recommendation to pursue the arrangement with Cooper for a new BizHub 4050i model Digital Copier/Printer/Scanner for \$1,442.06 after new customer discounts and trade-in of existing Canon iR-1025iF model for \$2,056.94.

- b. M/S: Butler/Neuens to purchase outright the new BizHub 4050i model Digital Copier/Printer/Scanner unit from Cooper Office Equipment for \$1,442.06. Voice votes taken; no negative votes. Motion passed.
- c. Status: Complete.

15) Road Chief's Report.

- a. Ken retrieved coal mix from Marinette County for patching at under \$65/ton.
- b. Ken has been using the demo unit tractor from John Deere to continue cutting.
- c. No calls or interested parties on snow fence. Clerk Wentzel will post to Facebook Marketplace to see if that will generate interest in the fencing.
- d. Ken plans to retrieve salt on Monday from Marinette County, and requests guideline for volume to procure. Chairman Butler asks for pricing information from Marinette County, and Ken plans to arrange sand order after getting salt.
- e. Snow plows and personnel are all set for upcoming winter. However, it would be prudent to start actively seeking at least 1-2 new snowplow drivers to make sure appropriate staffing.

16) Planning Commission Report as submitted/presented by Bruce LaLiberte.

- a. No report, no meetings held.

17) Zoning Administrator's Report as submitted/presented by Clerk Wentzel in Mr. Grandaw's absence.

- a. 9 permits were issued in August.

18) Lake Shannon Report as presented by Bob Butler.

- a. No update at this time since Lake Shannon Quarterly Meeting.

19) Multi-Jurisdictional Court Report as presented by Bob Butler.

- a. Upcoming meeting on September 26, 2023, which Bob will attend.
- b. Chairman Younglove from Beecher present, and explained how the court operates.

20) Announce next meeting: Tuesday, October 17, 2023, 6:00 PM at the Niagara Town Hall.

21) Adjourn

- a. M/S Neuens/Butler to adjourn the meeting at 7:17 PM. Voice votes taken; no negative votes. Motion passed.

Respectfully submitted by: _____

Sara Wentzel, Clerk

Bob Butler, Chairman

Ron Neuens, Supervisor

Dave Sanicki, Supervisor