

**Town of Mercer
Meeting Minutes
April 18, 2019 (approved)**

I. Call to order

Chairman John Sendra called the meeting to order at 5:30pm at The Haines Bldg.

II. Roll call

Town Clerk Amber Thompson conducted a roll call. The following persons were present: Supervisor Chuck Schroepfer, Chairman John Sendra, Supervisor Opal Roberts, Supervisor Mike Lambert. Absent Supervisor Eric Snow, Absent Treasurer Lin Miller. Absent Attorney Fritz Schellgell.

III. Approval of minutes from last meeting

Motion to approve the prior minutes made by Supervisor Chuck Schroepfer, seconded by Supervisor Mike Lambert. Carried.

Public Comment: Bonnie Banaszak asked when will the Park Board elections occur. Adam Kussard said they put an ad in the paper seeking applications. Clerk confirmed it would be in the next issue. Tom Schleuter asked about using a Car counter from Wilson Lake to Fisherman's Landing. Dave McNutt stated he can get a car counter to place on Fisherman's landing road, Trude lake Road and Popko Circle.

IV. Items for Discussion/Possible Action

- a) **Permission to borrow funds to finance Ambulance:** Supervisor Chuck Schroepfer stated we are working with Brad Kowieski from Associated Bank in Rhinelander for a five year loan with an interest rate of 3.55% for \$249,142.00. A motion to borrow the necessary funds to finance the Ambulance was made by supervisor Chuck Schroepfer, seconded by supervisor Mike Lambert. Carried.
- b) **James Trotnow Conditional Use Application-5365 N Okonski Rd:** Kathy Tutt of the Planning Commission recommended approval. Motion to approve made by Supervisor Opal Roberts, seconded by supervisor Mike Lambert. Carried.
- c) **Selection of 2 Plan Commission members for 3 year terms:** Motion to appoint applicants, Dave McNutt and Dave Gentile made by supervisor Chuck Schroepfer, seconded by supervisor Mike Lambert. Carried.

- d) **Appointment of Plan Commission Chairperson:** Chairman John Sendra appointed Kathy Tutt as Planning commission Chairperson for the next year.
- e) **Cemetery/Town Sexton Process and Procedures:** Chairman John Sendra discussed the process. Every step of the procedure will go through the clerk's office. The clerk will pass all the information on to Supervisor Opal Roberts who will then work with the applicant through the process of buying a plot to burial/funeral arrangements. Supervisor Opal Roberts will bring any site/plot applications to the clerk for Deed preparation. Those will then be presented to the board for approval, filed and the deed will be issued to applicants. Motion to approve the draft cemetery process and procedures made by supervisor Chuck, seconded by Mike Lambert. Carried.
- f) **Proposal for Audit:** Chairman John Sendra stated the audit will be done on May 7th by Peterson Metz and will be done every 2 years.
- g) **Discussion/consideration of Library Candidates:** Chairman John Sendra discussed Opal Roberts resigning her position at the library to take on a new role as town supervisor. An opening at the library will need to be filled and we will place a letter of interest in the IRON CO. MINER.

Legal: None

V. Approvals

- a) **Vouchers:** The Clerk presented checks 39106 to 39155 and 1000470 totaling \$33,821.79. Motion to approve vouchers and issue checks made by supervisor Chuck Schroepfer, seconded by supervisor Opal Roberts. Carried.
- b) **Treasurer's Report:** The clerk stated that the general account ending total was \$298,638.31 and our total amount of funds was \$1,676,156.83. Motion to approve by Supervisor Opal Roberts, seconded by Supervisor Mike Lambert. Carried.
- c) **Bartender's License:** None.
- d) **Liquor License:** None
- e) **Cemetery Deed:** None

VI. Operations Reports

- a.) **Chair's Report:** John Sendra discussed the board flow chart and which supervisors will have what responsibilities. Supervisors Chuck Schroepfer and Opal Roberts discussed we should have a reorganization meeting. Chairman John Sendra stated that the board reorganizational meeting will be held on May 2nd at 5pm with the regular meeting to follow. The fireworks display for the Fourth of July is \$25,000.00 and the town will pay \$20,000.00 of the cost. The Chamber of Commerce will pay \$5,000.00 directly to J&M Displays. Supervisor Chuck Schroepfer comments that we are under budget for fireworks this year and we will need to raise the budget. The Section 24 Rehab Bid we received was for \$23,975.00 for fire hall repairs, materials and labor. This will go on the next agenda. The Mecca flyer indicates they want to relocate one of the storage buildings and acquire a 40acre parcel near them; it said the seller was ambitious. They asked if the town could come up with some of the money. Chairman John Sendra stated he would discuss it with the board, but we will need to know if the seller is serious. In regard to the Meyer Feed and Seed sign: nothing has been done per the chairman's oral request, and an ordinance notice and permit application will be mailed out to them. In regard to the Shay Dam engineers: we received another request, and we will go forward if we do not hear anything back. The road conditions were relatively good considering the largest snow fall in February. The 90 degree angle on Cut-Off Road will be rounded out by our road crew so it is easier to make the turn. The procedure for addressing blight on the Flowage, is that we send letters and after that, the issue goes to zoning. Two letters must be sent from us to the property owner, and two from zoning. After that, the unaddressed issue goes to the sheriff. A question from the audience: regarding vacant buildings and trailers: If it's another issue other than Blight what happens? Johns Sendra said we send them a letter to start.
- b.) **Supervisor's Report:** Supervisor Mike Lambert asked if we have a maximum or minimum height requirement on signs. The sign at Krist Oil is about 5 feet off the ground and hard to see if you're in a big truck like the road crew. Kathy Tutt from the Planning Commission asked that the information be sent to her, and she will look into it. Supervisor Opal Roberts discussed the fees for non-profits to use Community Center and says she would like the board to reconsider fees for non-profit groups as we are losing potential opportunities. Chairman John Sendra says we will put it on the next agenda for discussion. Supervisor Opal Roberts stated we need trees removed at the library. The DNR came in and verified there is a disease on all the trees and the friends at the library would like to build a patio in that area. They received a quote for removal of 6 trees for \$1500.00,

Supervisor Chuck Schroepfer said he took the road crew over there, and they can remove all the trees at no cost as it is town property, but Library Director Teresa Schmidt turned down the offer, She wants some taken down not all of them. The library needs to approve removal of trees on their grounds. Supervisor Opal Roberts will go back to Teresa to get a decision. Chairman John Sendra stated Xcel Energy will come out and check the meters as some may not be working, supervisor Chuck Schroepfer said that is because the solar panels are working. Supervisor Chuck Schroepfer noted that the disbursement of room tax funds should be on the next agenda as we will need money for fireworks, and it could come out of that fund. Supervisor Chuck Schroepfer met with Coleman Engineering regarding putting in a drain pipe at Lake Shore Drive; they will draw up a proposal for a storm pipe.

c.) Clerk's Correspondence: None

Public Comment: Supervisor Chuck Schroepfer wanted to thank Jeff, Tom and Christan for their service to the Town of Mercer.

Closed Session per WI State Statute 19.85(1)(c): Motion made to go into closed session by Supervisor Opal Roberts, seconded by supervisor Mike Lambert. Carried. Roll call was taken.

Return to open session to report any action taken if necessary: Motion to return to open session made by Supervisor Opal Roberts, seconded by supervisor Mike Lambert. Carried. Roll call taken. No action was taken in closed session.

VII. Adjournment

Motion to adjourn made by Supervisor Opal Roberts, seconded by Supervisor Mike Lambert. Carried. Chairman John Sendra adjourned the meeting at 7:04pm.

Minutes submitted by: Town Clerk, Amber Thompson

Approved: 5/2/19