

APPROVED MINUTES FOR TOWN OF WILSON, MARCH 1, 2021

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, Brian Hoffmann, Tom Stoelb and Matt Fore. Also, in attendance: Clerk Julie Wicker, Treasurer Kari Mooney, and Maintenance Supervisor Rick Meyer.

Pledge of Allegiance: Was cited.

Public comment. Mandy Tran told the board that she might have someone for the maintenance position. No applications will be taken at this time. The position is not yet posted in the Town.

APPOINTMENTS / NEW & OLD BUSINESS:

- 1. Approval of the draft minutes, February 15, 2021.** Motion by Stoelb second by DesJardins to approve the February 15, 2021 minutes, all members voted aye, motion carried.
- 2. Discussion on internet provider service in the Town of Wilson.** Many of the Town residents joined in a communication about the difficulties many of the rural areas have with internet/phone providers. The Town has a franchise agreement with Charter, but in 2007 the Wisconsin State Legislature pass Act 42 which addressed a State issued franchise process. Wisconsin statutes §66.0420 et. seq. It is administered by the Department of Financial Institution and internet services is unregulated.
The clerk has been speaking to a representative with Charter and needs to forward names, addresses of residents that live in the rural areas so they are able to conduct a study to see if bringing the service to this area is suitable. She will also try to get an annual report to send to the residents from the Dept. of Financial Institution.
Supervisor Stoelb suggested everyone contacts their state representatives to make them aware of the situations occurring within the Town of Wilson. The group would like the opportunity to come back in the future to talk more about this subject.
- 3. Discussion on Ordinance Enforcement Officer hiring process.** Chairman Ehmann told the board that he spoke with the attorney on this matter about writing the job description for where an individual can reside. Supervisor DesJardins would like to have it be worded that the candidate resides in the Town of Wilson or surrounding municipality. According to our attorney this can't be written this way. Supervisor Hoffmann is also going to be checking with the Town's Association to get confirmation with the actual wordage that we can use in a job description with an Ordinance Enforcement officer.
The clerk will be getting updates from Supervisor Hoffmann and this topic will be placed on the next agenda.
- 4. Discussion on Room Tax Ordinance.** Supervisor Fore said that even with the attorney fees that have been charged, the Town of Wilson has received a positive cash flow for room tax. Sleep Inn is in arrears for paying the Town their portion as well their portion to the City of Sheboygan. Supervisor Stoelb mentioned that the Town should investigate how Sleep Inn can withhold money from people and then not pay this room tax to the appropriate individuals. Fore will be checking with the Town's Association to see if there is anything further that the Town of Wilson is able to do with collecting the money that owed. This will be placed on the next agenda with updates from the supervisors.
- 5. Discussion and consideration on the Town of Wilson office security.** The supervisor's asked some more questions and we will be collecting more information and bring this back to the next agenda.

6. **Discussion on update to the Town's Coronavirus emergency response plan.** Supervisor DesJardins went through all the changes that have been made. Motion by Fore second by Stoelb to update the Town's Coronavirus emergency response plan on March 1, 2021, all members voted aye, motion carried. These updates will be put on the website.
7. **Discussion on office coverage during absences.** Chairman Ehmann told the board that because Karen Bollwahn has been working in the Town for a long time and knows many of the daily procedures that occur in the office this would be ideal for her to be a deputy. It would be a good idea to have her be a deputy treasurer or clerk if either of the employees are out. Ms. Bollwahn is already bonded and will just need to be added to the check signing. The clerk or treasurer will need to give her the oath prior to and then she will be able to do deputy duties during their absence. This is a good cross training for the office staff as well.
Motion by Stoelb second by Fore to approve Karen Bollwahn to be placed on the Town of Wilson check signatures, all members voted aye, motion carried.
8. **Public Comment:** No comments
9. **Reports:**
 - a. **Rick Meyer - Maintenance** - Meyer had a meeting with Scott Schramm about the tree trimming on Timberlake. There will be about 6 to 8 trees that the maintenance department will need to take down prior to the County Highway department starting this road project in mid-June. Meyer has been speaking with the County to target this month for them to complete this project. Snow plowing year to date is \$52,362.71. This number includes Wagner's February invoice but doesn't include Sheboygan County's.
Meyer also corrected himself from the last meeting about the portion of road on Shorecrest Drive that was found to legally belong to James VanEss. The conversation continued with Wagner snow plowing from Indian Mound road through Mr. VanEss's property to Shorecrest Drive. Chairman Ehmann said that the Town would like to receive a formal/unformal arrangement with Mr. VanEss, and this would meet the statute for the Town not needing a requirement for billing a resident when snow plowing is done on private property.
 - b. **Kari Mooney – Treasurer** - All reports are in your packets
 - c. **Sheriff Report** - No report
 - d. **Julie Wicker – Clerk** - Next election will be April 6, 2021
 - e. **Supervisors Reports** - Supervisor DesJardins updated the board that the people at 8511 Middle Road are no longer living there; they have moved out. Supervisors Stoelb and Hoffmann talked about the job position for maintenance supervisor. This topic will be discussed on one of the upcoming agendas.
Chairman Ehmann updated the board that our sign ordinance that talks about billboards is out of date. He will be working with our legal advisor to get this corrected and will bring this topic back to the board when he has more information.
10. **Disbursement Reports: Town of Wilson First Responders, Town of Wilson** - Motion by Hoffmann second by Fore to approve the Town's checks dated March 1, 2021, check number 22515–22529 in the amount of \$15,840.50, all members voted aye, motion carried. Motion by Stoelb second by Fore to approve the Town's payroll dated February 24, 2021 in the amount \$6897.70, all member voted aye, motion carried.
11. **Adjourn** - Motion by Fore second by Stoelb to adjourn at 7:32 pm, all member voted aye, motion carried.

Julie Wicker-Clerk