

Minutes for TOWN OF WILSON, February 6th, 2023

CALL TO ORDER & DECLARATION OF OPEN MEETING: Supervisor 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. The meeting was held via the Town Hall and on Zoom which complies with open meeting laws.

PRESENT: Chairman John Ehmann was excused, Supervisors Tom Stoelb, Nancy DesJardins, Brian Hoffmann, Matt Fore present. Also, in attendance: Clerk Julie Wicker, Treasurer Shawna Scovronski, Director of Public Works Ben Darkow. Also attending were Jeremy Udovich, Jayne Zabrowski, Troy Pietroske, Jason Schoen.

Pledge of Allegiance: Was cited by Supervisor Hoffmann.

Public Comment – Jeremy Udovich talked about the start date for the room tax to go into effect and asked the board to consider this date and the number of individuals that already have bookings that haven't collected room tax. The room tax for these bookings would need to come out of their own pockets because no room tax had been collected. He said that it's very easy for them to show when these bookings occurred and if the board would waive the room tax for these booking that had taken place already.

APPOINTMENTS / NEW & OLD BUSINESS:

- 1. Approval of the draft minutes, January 16, 2023.** Motion by Hoffmann second by DesJardins to approve the January 16, 2023 Town of Wilson minutes, all members voted aye. Motion carried.
- 2. The board will review the Fire Advisory recommendation to approve Steve Paultz for Assistance Fire Chief.** Motion by Hoffmann second by Stoelb to approve the Fire Advisory recommendation to approve Steve Paultz for Assistance Fire Chief. All members voted aye, motion carried.
- 3. The board will discuss the maintenance department getting a communication radio.** Motion by Stoelb second by Hoffmann to approve the total order of \$4745.28. All members voted aye, motion carried. This includes a new radio for \$4,499.08 with accessories and programming and 2 replacement batteries for \$123.10 each. The new radio would be for the maintenance department's use and would come out of the maintenance budget. Darkow would need to let the treasurer know where funds will be coming out of which accounts for this purchase. The batteries would replace the ones in the code enforcements radios and come out of this budget.
- 4. Discussion on update of the Code Enforcement officer's job description.** Supervisor DesJardins asked if the job description could be updated with the official Town of Wilson wordage in front of all departments referenced. i.e., Town of Wilson First Responders, supervisors, office staff, Road/maintenance supervisor and residents. Supervisor Fore asked if the board was moving away from the code enforcement duties back into the constable jobs that we had with having them moving into traffic instead of enforcing the Town's codes/ordinances. Supervisor DesJardins said that she would like to have the code enforcement officers trained in traffic and the radio just in case it is needed, and they would be called in from the Chief of the Fire Department and/or the First Responders. She also said it would be these departments call if they needed extra help, they would then call the code enforcement officers in to help with that situation or crisis. This topic and job description changes will be updated and placed on the next agenda for a vote.
- 5. Discussion and approval of updating the Ordinance 10A revisions.** Motion by DesJardins second by Hoffmann to approve the updated Ordinance 10A revision. All members voted aye, motion carried.
- 6. Discussion and approval of the timing of the room tax collection and licensing fees under Chapter 18 Short-Term Rental ordinance.** Supervisor DesJardins doesn't believe that we need to keep track of who has booked a rental, and everyone should be on the same schedule. All owners knew that on this date they were aware that room rates were going to be collected and the board started to talk about this topic back in November or December. It was a predetermined schedule that room tax was starting in the

Town of Wilson and collection was going to be starting. She suggested that owners might need to pay taxes themselves. Supervisor Hoffmann agreed with Supervisor DesJardins on this logic. Supervisor Fore states that when you implement a new ordinance or in this case a new tax it's very difficult because there are many variables that come into play. The Town needs to have a flat start date and then move on from there. Motion by DesJardins second by Hoffmann that yearly short-term licenses must be purchased by June 30 for \$500.00. Room tax in the Town will go into effect on July 1st for all short-term rentals and the 8% room tax will be paid quarterly the month after each quarter. By the end of February, the Town will receive a report that will include all rental properties in the Town of Wilson and then we will send letters out to each individual letter telling them that the license fee is due by June 30. Then room tax collection will start July 1 and due after the quarter ends on September 30.

7. New and Renewal Operator License Applications for period July 1, 2022 – June 30, 2023. Motion by supervisor Hoffmann second by Stoelb to approve the operator license application for Amanda Hengst, Erin Rakow, Luke Steinbruecker, Thomas Walgott, Ann Dohms-Hanson. All members voted aye, motion carried.

8. Public Comment Jeremy Udovich asked the board to reconsider having the rentals that folks have already booked and not subject to the room tax.

Jayne Zabrowski wanted to thank the board and she does think that the start days were a good decision.

9. Reports:

a. Ben Darkow- Maintenance – Darkow told the board that he has had some complaints from residents regarding the lack of salt that is used on the roads and that the roads have been very slippery. He has been using the new Town's dump truck to salt Meyer Court, the office and Hall area.

Darkow will also be getting estimates for the heater system at the fire department.

b. Treasurer - Balance sheet, cash balances, activity, annual department report, Fire Dept, activity reports and financial information were shared. New spreadsheets are in the packets.

c. Sheriff Report – in the packet

d. Julie Wicker – Clerk – Wicker told the board that the Town's auditors have been in the office and will continue to be working with the treasurer and clerk for the rest of this week. Early voting starts on February 7 – 9 and February 13-16.

e. Supervisors Reports - Supervisor – Supervisor Hoffmann that the Town of Wilson will be hosting the WTA meeting in Wilson in April of 2024. He attended a meeting and the board should go to these meetings as well. They are full of important information about grants for bridge and road aid, receiving more money for Towns. Their website is a great resource.

Supervisor DesJardins attended the Fire Partners meeting where they reviewed the last years numbers from actual to budget. The Oostburg Fire Chief came in under budget last year which means that the Town will again be receiving a small credit back. DesJardins also received the number of actual calls that Oostburg responded to. This number was 11 so in 2024 the decrease in the Town of Wilson's contributions percentage will drop from 25% to 15%. This percentage will move into a more actual dollar for what the Town owes Oostburg for services rendered.

Supervisor Stoelb, DesJardins and Hoffmann also asked if opening the meetings back up can be a topic on the agenda.

10 Disbursement Reports: Town of Wilson

Motion by Hoffmann second by DesJardins to approve the Town's check numbers 23638-23691, dated February 6, 2023, in the amount of \$ 43,239.86, all members voted aye, motion carried.

Motion by DesJardins second by Hoffmann to approve the Town's payroll dated January 25, 2023 in the total amount of \$7,940.88 all members voted aye, motion carried. Motion by DesJardins second by Stoelb to approve the Town's payroll dated February 08, 2023 in the total amount of \$9,910.96 all members voted aye, motion carried.

11. Adjourn- Motion by Hoffmann second by DesJardins to adjourn at 6:53 pm, all members voted aye, motion carried.

Minutes by Julie Wicker.