



Town of Superior

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Chair: Sheila Keup
Supervisor: Janet Dalbec
Supervisor: Bob "Zimm" Zimmerman
Clerk: Patrice Stalvig
Treasurer: Cindy Theien

MINUTES OF THE TOWN BOARD OF SUPERVISORS MEETING

Wednesday, April 13, 2016

Meeting called to order by Chairman Keup at 7:01 PM.

The Pledge of Allegiance was recited and Compliance with the Open Meeting Law was met with postings at Vine Body Shop, Superior Meats, Bartley's, Four Corners Store, the Town Hall and the website. Present: Chairman Keup, Supervisors Dalbec and Zimmerman, Treasurer Theien and Clerk Stalvig.

Keup motioned and Zimmerman seconded to accept the meeting minutes for the March 9th regular board meeting as corrected. Wording corrected to read "off-peak", rather than hot peak. Motion passed unanimously.

Keup motioned and Zimmerman seconded to approve the bills paid under the Alternative Claims Procedure. Vouchers presented for payment were processed with check numbers 4445 through 4476 and one electronic payment. Motion passed unanimously. Keup motioned and Zimmerman seconded to approve payment of our bills. Vouchers presented for payment were processed with check numbers 4477 through 4506. Motion passed unanimously.

Fire Department Report

Chief Fiegler reported 17 calls in the month of March; seven in the Town of Superior and nine in the Village of Oliver; 12 of those were EMS calls. Wisconsin State Fire Chiefs held its bi-annual fire chiefs in-service. Topics included recruitment and retention, generation gap differences, CPR, firefighter health and safety research testing, cancer prevention, and upcoming training changes.

This weekend is the Spring Pancake Breakfast. Please come to support the fire department Sunday, April 17th, 7am to 1pm. The equipment will be on display and truck tours and blood pressure checks will be offered. Copy of the report is on file with the clerk.

New helmets were purchased with the DNR 50/50 grant to replace the non-NFPA-compliant helmets. Fire-fighting foam, personal protective equipment, and dry hydrant material was also purchased with the grant funds.

Safety message this month is for those who operate ATV's and UTV's. Children are involved in about 30% of all ATV-related deaths and emergency room-treated injuries. All riders should wear helmets designed for motorcycle (not bicycle) use, sturdy shoes, and eye protection. Clerk stated the SWORDS ATV club will be offering ATV classes in May at the Town Hall. Flyer is on bulletin board.

Chief Fiegler asked if the Town would consider completing the needs assessment for the fire hall in the next couple months. Dalbec suggested the advisory committee be reinstated and meet ASAP. They should also meet with the Plan Commission.

Treasurer Report

Treasurer Theien reported the Fire Department transferred money from checking to a CD. The Fire Department checking balance is now \$14,877.71, and total Fire Department funds balance is \$54,856.45.

The town had less activity this month since we're not collecting and paying real estate taxes. Balance forward was \$581,570.47, receipts of \$9547.02, and disbursements grouped by category totaling \$40,415.15, left a month end balance of \$550,702.34. Vouchers presented for payment in March were processed with check numbers 4443 through 4459 and three electronic payments. A copy of the report is on file with the clerk.

Dalbec questioned the allotted amount budgeted for an audit and asked about an audit for 2015. Also recommend having the 2013 and 2014 audits presented at the annual meeting. Clerk will contact auditors to see if they are available. Dalbec also requested a copy of the final budget for 2016.

Plan Commission Report

Dalbec reported the Plan Commission discussed progress with the Stony Brook project and reviewed the nuisance ordinance. When Steve Rannenberg comes in May, he can inform the Town what the county has authority to do and what the Town should address. There is a Comprehensive Plan Update meeting on April 20th. Books will be available for the county plan. Northwest Regional Planning will be there also.

Stony Brook Committee Report

Dalbec reported that in spite of the bad weather, about 30 people attended the Betty Nelson Memorial Easter Egg Hunt. Prizes and lots of candy were given out.

The Friends of Stony Brook committee met Monday. A landscape architect was invited, who toured the property and presented ideas for possible improvements to the design plan, while praising the efforts done so far. Overall, the design is good and is in sync with the property and the activities the Town would like to add. A display of the design will be posted at the Town Hall.

The Rummage Sale scheduled for April 23rd has been cancelled. The Flea Market and Craft/Vendor Sales for June 4th and September 17th will still take place. Registration forms are available on the website and at the town hall.

Chairman Report

Chairman Keup reported garage staff has been grading, graveling, and maintaining roads. All equipment was in good shape until today, when problems occurred with the Peterbilt.

Clerk received quotes for sweeping, crack filling, sealcoating, and striping the parking lot as requested during budget meetings and discussions with garage staff. Only one quote included the crack filling, which the garage staff felt was necessary. Keup recommended we move ahead with the project. Zimmerman motioned and Dalbec seconded to go with InterCity Asphalt for \$5680 for sealing the parking area. Motion passed unanimously.

Keup reported the Town is moving ahead with a new website with Cool Town Connect. Dalbec questioned if it is the clerk's responsibility to determine what should or should not go on the website. Keup indicated the Board should set guidelines.

Keup read an email received from LHB indicating Enbridge will need to do pipeline maintenance work on the end of E Kimmes Road, and asking whether the town had any requirements pertaining to this work. Dalbec said they should apply for this through the Plan Commission.

Keup reported there was plenty of hot water at the last two events since the water tank was removed from off-peak energy. Zimmerman and Keup looked into updates for the kitchen; suggestions are a new stove, double wall ovens, a 2ft x 6ft island on wheels, new sink faucet, and moving some cabinets. Carpentry and possible electrical work may be needed. Zimmerman motioned and Keup seconded to proceed with the remodeling of the kitchen. Board would need to know how much it would cost, where funds would come from, and be sure we have the money to do the update. One resident indicated that a local church has double wall ovens and convection ovens and doesn't like the double wall ovens. Motion failed. More research is needed.

Correspondence

- a. Douglas County Planning and Zoning responded to resident on Dopp Road indicating the building with commercial design is not being used commercially, and is consistent with the conditions of the permit.
- b. Letter received from Wisconsin DNR indicating 392 acres owned by Tri-State Holdings, Inc. is being withdrawn from Forest Crop Law effective 1/1/16.

Old Business

- a. Clerk presented a draft of a new garbage ordinance. Dalbec suggested any waivers requested be annual. Dalbec also suggested that rather than the contracted collector tagging a garbage/recycle container if people are violating the ordinance, that the town send a certified letter to the resident. Board will review the duty of collector portion of the ordinance and bring to the May meeting. A special meeting was suggested by the Clerk to go over the ordinance in detail. Resident asked why the garbage collection truck is going down the Polish road multiple times. Resident will contact Waste Management with details and contact Chairman with information. Resident also commented that after road was ditched, neighbor has no place to put garbage/recycle containers.

New Business

- a. Douglas County Land & Conservation Dept requested a waiver of hall rental fees. Keup motioned and Dalbec seconded to waive the hall rental fee for up to five meetings over the next two years for outreach to residents in the Nemadji River Watershed. This is informational for the residents of the Town of Superior. Motion passed unanimously.
- b. Treasurer Theien reported that the amounts for chargebacks of taxes for properties owned by Dan Berg and Jason & Cheri Mains would be as follows: Douglas County \$1,028.74, Dan Berg \$85.50, Jason and Cheri Mains \$152.10. Keup motioned and Zimmerman seconded to approve the chargeback tax amounts for properties owned by Dan Berg and Jason & Cheri Mains. Dalbec stated that we cannot get that money back because it was due to an error. Theien stated the DOR informed her we could request money back for amounts over \$500. Theien will request the reimbursement before the August deadline.
- c. Dalbec motioned and Zimmerman seconded to approve the ordinance for Pete Radzak to be an alternate member of the board of review. Paula Lindberg would also be willing to be an alternate. Historically, the appointments have been made on an annual basis. This ordinance does not have an end date. Keup motioned and Zimmerman seconded to amend the motion to approve the ordinance for Pete Radzak and Paula Lindberg to be alternate members of the board of review. Motion passed unanimously.
- d. Clerk Stalvig stated we need to replace the resolution regarding building permits with an ordinance, since there are penalties involved. The current payment procedure is for residents to write a check to the Town of Superior and give them to the Building Inspector who sends them in with his monthly report. The Town then cuts a check to the Building Inspector for his fee for that month. Clerk asked if there was any reason the checks couldn't be written to the Building Inspector, who can deduct his fee before sending in the monthly report to the Town. Building Inspector wants to ensure a check clears before a permit is issued. The three other towns the Building Inspector works with follow this procedure successfully. Board agreed it would be a good way to process permits and payments. Clerk will present an ordinance at the May meeting for approval.
- e. The agenda item requesting a resolution for the clerk to register voters in clerk's office on election days was struck from the agenda. Recent legislative changes allow the clerk to do this without a resolution.
- f. Keup reminded residents that the Annual Meeting is next Tuesday, April 19th at the Town Hall at 7pm.

OTHER INFORMATION OF PUBLIC INTEREST

Pat Ryan, County Board Supervisor, stated there is still money available to assist with home improvements or purchasing and the residents of Douglas County are not requesting it. The income limits are higher than what she expected; spread the word.

Ryan also indicated that Mary Klun will be retiring. The County is in the process of contracting with Northwest Regional Planning regarding recycling. The County is also looking into how to handle questions regarding tiny houses, and staying up to date on the Shoreline ordinances.

Sue Hendrickson, County Board Supervisor thanked the town for allowing the Land Conservation meetings to be held at the Town Hall. She indicated Northwest Regional Planning handles recycling for two other counties and may have access to other haulers for competitive pricing.

Resident asked who has an ordinance about unlicensed vehicles. The County ordinance allows up to 3 unlicensed vehicles and is working with residents to clear up issues. Steve Rannenberg will address this and more at the May 10th board meeting. Dalbec stated that Health and Human Services only deals with inhabited properties and doesn't have the manpower to keep up.

Resident asked why the Polish Road was graded for only the first mile. Keup will check and let the resident know.

Clerk informed residents of information received after the agenda was posted. 1) WisDOT projects on Highway 35 at the Black River Bridge and Chase Creek Bridge started today. Width restrictions will vary throughout the project. Black River Bridge minimum width will be 15 feet, and Chase Creek Bridge minimum will be 9 feet, 6 inches. Project should be completed week of August 1. 2) Douglas County Highway Dept will hold a public information meeting on the improvements on Highway A on a 5.7 mile stretch between Amnicon River Bridge and Cty Rd B. Meeting is set for April 27, 6-7pm at the Tri-Lakes Civic Club, 7872 S Cty Rd A, Superior. 3) One building permit was issued for remodeling in March. 4) The bridge on Cty Rd C over the abandoned Soo Line Grade between Hwy 35 and Short Cut Road is scheduled to be replaced the summer of 2017. A public information meeting is scheduled for Tuesday, May 3, 6-7pm at the Superior Town Hall. 5) The Nemadji River Watershed will hold an informational meeting on Wednesday, May 4th from 6-8 pm at the Superior Town Hall. Learn about recent and planned activities within the watershed.

Dalbec requested the following items be placed on the May 10th agenda: 1) Act on audit for 2015, 2) garbage ordinance be reviewed by attorney before approval by board, and 3) review authorization for prepayments of bills to see about setting a dollar amount. She would have liked more research done and a vote taken before the unfunded liability with Wisconsin Retirement System was paid in full.

There being no further business, meeting was adjourned at 8:45 pm.

Respectfully submitted by Patrice Stalvig, Clerk
DRAFT MINUTES 04-14-16

MINUTES APPROVED ON THIS _____ DAY OF _____, 2016

CHAIR SIGNATURE _____

CLERK SIGNATURE _____