



# Town of Superior

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

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## MINUTES OF THE TOWN BOARD OF SUPERVISORS MEETING Wednesday, December 14, 2016

Meeting called to order by Chair Sheila Keup at 7:01 pm.

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 approve the November 9, 2016, meeting minutes. Motion passed unanimously. Keup Motioned and Zimmerman seconded to approve November 29<sup>th</sup> and December 6<sup>th</sup> meeting minutes. Motion passed unanimously.

Clerk reported the bills paid under the Alternative Claims Procedure. Vouchers presented for payment were processed with check numbers 4866 through 4900 and six ACH transactions for a total of \$39,030.96. Dalbec motioned and Keup seconded to accept the report. Motion passed unanimously. Dalbec motioned and Zimmerman seconded to approve payment of bills. Vouchers presented for payment were reviewed prior to the board meeting and processed with check numbers 4901 through 4939 for a total of \$84,741.10. Motion passed unanimously.

### Fire Department Report

Chief Fiegle reported there were 10 calls in November; 9 in the Town of Superior and one mutual aid to Summit. The department has a new board for a rifle at Manitou Inn. Tickets are \$10. The monthly meat raffle at the Oliver Tavern is on the 15<sup>th</sup> of each month. Your support in both of these fundraisers is appreciated.

The holiday food drive is Saturday, December 17<sup>th</sup>. Put your nonperishable food items in a bag or box at the end of your driveway and the fire department will pick them up between 10 am and 1 pm. Drop off boxes are also located at the fire hall, Manitou Inn, Borders and Oliver Tavern. Complete report is on file with the clerk.

### Treasurer Report

Treasurer Theien reported the Fire Department account balances \$64,568.18; and town accounts total \$556,807.73 as of November 30, 2016. Complete report is on file with the clerk.

### Plan Commission Report

Plan commission did not need to meet this month.

### Stony Brook Report

Committee is setting up finance procedures and focusing on infrastructure.

### Chairman Report

Keup reported Bill Conner, Highway Equipment Operator Foreman, is retiring in March, leaving a highway equipment operator position vacant. After interviews, the board offered the position to Andrew James, who will start part-time on January 1, 2017, and become full-time on March 1, 2017, in order to allow for the most training time without exceeding

the budget. The part-time position to begin March 1, 2017, was offered to another individual but has not been accepted yet.

Barnes Road is now open; a culvert has been replaced on Hammond Avenue, Hilpiper repairs are complete for the season, but the road will need some erosion control next spring. Fire number signs will be installed in the spring.

Douglas County submitted the 911 Joint Powers Agreement and Keup recommended we sign the agreement and return it to them. Zimmerman moved and Dalbec seconded to approve the recommendation from the Chair. Motion passed unanimously.

Keup received a request from National School Choice Week to issue a proclamation commemorating January 22-28, 2017 as Town of Superior School Choice Week. The item will be placed on the January agenda.

#### Inspection Services Report

Two building permits were issued in November; one for a pole barn on Cty Rd B in Foxboro, and one for a garage on E Pattison Tower Road.

#### Correspondence

Enbridge is withdrawing their Sandpiper's regulatory application and is transitioning to a development phase, and the Line 3 Replacement Project is moving through the MN regulatory process.

Roger LeTourneau has tendered his resignation from the Plan Commission effective December 31, 2016. The board recognized the hard work that he has put into the Plan Commission and thanks him for his efforts and service.

#### Old Business

- a. Zimmerman motioned and Keup seconded to adopt the credit card policy. Motion passed unanimously.

#### New Business

- a. Zimmerman and Keup are planning on attending a meeting with other Towns and Villages in the County to discuss broadband access in the Town. Meeting will be held Jan 18<sup>th</sup> at 6pm at the Village of Solon Springs Community Center. If members of the community are interested in helping the Town improve internet access, please contact one of the Town officials.
- b. The budget amendment was postponed until a special meeting to be held before year-end for research to be completed on an outstanding PILT payment from January 2015. Dalbec will be contacting the DNR for the listing of 2015 parcels owned by the DNR.
- c. Possible year-end spending was also postponed until a special meeting to be held before year-end since it ties directly to the budget amendment.
- d. Al Schiefelbein from Rural Mutual Insurance reported the renewal for 2017 has a very slight increase from last year. Based on meetings with garage staff, equipment lists and shop coverage were adjusted to more accurately reflect our needs. Clerk requested premium be breakdown to show costs for Workman's Compensation, Highway Insurance, and Fire Department Insurance. Schiefelbein explained the fire department coverage and will provide a copy of that coverage and meet with Chief Fiegle at a later date.
- e. Zimmerman motioned and Dalbec seconded to continue with the Beaver Control Agreement with Daniel Zuchowski. Motion passed unanimously.
- f. Keup reported the average pay for election inspectors in Douglas County is between \$10 and \$11/hr and recommended an increase to \$10/hr for an election inspector and \$11/hr for a Chief Election Inspector. Dalbec motioned and Zimmerman seconded to increase the election inspector pay to \$10/hr and the chief election inspector pay to \$11/hr. Motion passed unanimously.

- g. Keup motioned and Zimmerman seconded to approve Kimberley Carlin’s bar operator license application. Motion passed unanimously.
- h. Keup motioned and Zimmerman seconded to approve the credit account with H&L Mesabi. The FEIN number for the town will be provided rather than personal social security numbers. Motion passed unanimously.
- i. Plan commission appointments, per the town ordinance, are through April 30th each year, staggered so not all appointments expire at the same time. The Plan Commission has been running smoothly, and the Town would like that to continue. In order to be in compliance with the ordinance, however, Plan Commission appointments will be put on the agenda for the April Town meeting. If any residents interested in continuing, or becoming, a Plan Commission member, please contact one of the Town officials, or express your interest at the Town Meeting in April.
- j. The Town Board has set the caucus meeting for January 31, 2017 at 7pm. Anyone interested in running for Clerk, Town Chair, or Town Supervisor must be nominated at the caucus. If there are more nominations than ballot spaces, all residents of voting age in attendance at the caucus will vote to determine which candidates will be on the ballot in April.
- k. The Board chose four dates (Jan 19, 26, Feb 16, 23) as options to meet with Nate at Horton Group regarding the Length of Service Award program.
- l. Keup motioned and Zimmerman seconded to donate \$100 to Superior Days for 2017. Payment to be made in 2017. Motion passed unanimously.

Meeting adjourned at 8:40pm.

DRAFT MINUTES 12-15-16

MINUTES APPROVED ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2016.

CHAIR SIGNATURE \_\_\_\_\_

CLERK SIGNATURE \_\_\_\_\_