



# 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, March 8, 2017

Meeting called to order by Chair Sheila Keup at 6:45 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, and the Town Hall. Present: Chairman Keup, Supervisors Dalbec and Zimmerman, Treasurer Theien, and Clerk Stalvig.

Keup motioned and Dalbec seconded to move into closed session under Wisconsin Statutes, Section 19.85(1)(c) for employment and compensation discussion. Motion passed unanimously. Reconvened in open session at 7:03.

Keup motioned and Zimmerman seconded to approve the February 8, 2017 meeting minutes.

Clerk reported the bills paid under the Alternative Claims Procedure. Vouchers presented for payment were processed with check numbers 5072-5102 and three ACH transactions totaling \$1,215,611.13. Dalbec motioned and Zimmerman seconded to accept the alternative claims procedure report. Motion passed unanimously.

Vouchers presented for payment were reviewed prior to the board meeting and processed with check numbers 5103-5130 for a total of \$19,402.91. Keup motioned and Zimmerman seconded approving the payment of the bills. Motion passed unanimously.

### Fire Department Report

Chief Fiegle reported the department responded to 11 calls in February; seven EMS calls and four Fire/Rescue calls. Full report is on file with the clerk. Two members of the department are attending training to learn about efficiently handling search and rescue missions efficiently. Classes are held in the Village of Lake Nebagamon and taught by St. Louis County Rescue Squad. A UTV was purchased from Northland Lawn & Sports of Mason and is being outfitted with the rescue/skid bed. The application for the First Responder Grant has been received from Douglas County Emergency Management and Fiegle recommends approving the application and accepting any awarded grant. Keup motioned and Zimmerman seconded to accept the grant (if awarded) from the Douglas County Emergency Management. Motion passed unanimously. Full report is on file with the clerk.

### Treasurer Report

Treasurer Theien provided a cash summary report and the treasurer's and clerk's separate reconciliations. The ending balance for February 2017 was \$606,341.83. The full report is on file with the clerk.

### Plan Commission Report

Dalbec reported the Plan Commission was handling conditional use permit and other requests. They addressed the zoning change request which will be discussed later in the meeting.

### Stony Brook Report

Infrastructure will be discussed after the Easter Egg Hunt, scheduled for the Saturday before Easter.

### Chairperson Report

Keup reported the garage staff were steaming culverts, and repaired Allen Rd after a washout. They've been removing trees after the wind storm. Leggate, Darrow, Station and Irondale Rd all had repair work. The dually is in the shop for repair. Andy James started full-time on March 1<sup>st</sup> and is performing extremely well. There was a cat hoarding issue in the Town of Superior recently. The Town should really have a constable.

### Inspection Services Report

Clerk reported no permits were issued in February.

### Correspondence

- a. A Notice of Investigation was received from the Office of the Commissioner of Railroads to Consider the Adequacy of Warning Devices. To view the documents, go to <http://ocr.wi.gov>, scroll down and enter 9020-RX-178 in the box labeled "Link Directly to a Case" and select "Go".
- b. Letter from Wisconsin Independent Assessing Officers Association asking Town to join their non-profit organization.
- c. A letter from the U.S. Department of Commerce notifying the Town of the upcoming 2020 Census in July. Census guide should be reviewed prior to July to prepare for census since there is a time constraint for the review.
- d. A letter was sent from the Douglas County Zoning Office to a town resident informing them to submit an annual permit application and fee to operate their non-metallic mine in order to avoid a work-stop order. Or alternatively, contact Zoning to discuss cessation of mining activity and reclamation of the site.
- e. An email from Rural Mutual Insurance was received notifying the Town that the workmen's compensation audit resulted in an additional premium due of approximately \$2,184.
- f. Waste Management sent an email announcing a Diesel Technician position available.
- g. Superior Water Light & Power sent out postcards to watch for upgrades this spring and summer.

### Old Business

- a. The 2016 Audit Request Letter was signed by Chairperson Keup.

### New Business

- a. Keup motioned and Zimmerman seconded to put the \$21,350 we received from BNSF for the fire equipment charges at the October 2016 derailment into the TSFD equipment fund. Motion passed unanimously.
- b. Hall rental fee waivers to be put on the April agenda to give board more time to review.
- c. Jan Dalbec will need to work with Jason Jackman for prioritizing and funding options for the Cooper Creek Bridge. It will take some time for the process to be complete.
- d. Keup motioned and Zimmerman seconded to approve the new liquor license for Wabegon. Motion passed unanimously.
- e. Zimmerman reported research findings on raze permits indicating they ranged from a small fee with notification to the municipality and a checklist to follow, to hundreds of dollars, bonding, inspector verification, proof of ownership, relinquishing liability, and more. At this point, the purpose for the Town is to make sure residents know to contact the assessor when they have eliminated part or all of a building so they don't pay taxes on something they no longer have. The Town does not have to pay back taxes if a resident overpays because they didn't notify the assessor, and the Town residents end up paying the taxes if they are less than \$500 because the Town isn't reimbursed by the state then. Board wants to use the newsletter and website to educate residents on communicating the information to the Town and/or the Assessor.
- f. Plan Commission recommended disapproval of the zoning change request from residential (R-1) to agricultural (A-1) because the lot size does not meet the minimum five acres. Keup reported that it is considered a substandard parcel and was grandfathered in before the five-acre requirement. Zimmerman moved and Keup seconded to approve the zoning change request from Dave Willoughby. Motion carried.

- g. Keup motioned and Zimmerman seconded to approve the two-year renewal of a business application. Motion passed unanimously.
- h. Douglas County Department of Health and Human Services performed an annual site visit for the water system. A sampling faucet that meets their requirements must be installed. Board recommended having Pete Radzak take a look at it first to see if he can make the required changes or if we need to hire someone to do it.
- i. No news on the part-time garage staff position yet.
- j. A committee needs to be formed to complete a garbage service audit to ensure all residents are participating in the program. Clerk will send a letter to all currently known non-participating residents advising them of the requirements to comply with the current ordinance.

Meeting adjourned at 8:19 pm.

DRAFT MINUTES 13-13-17

MINUTES APPROVED ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2017.

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

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