



# Town of Superior

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Chair: Ronald Pete  
Supervisor: Janet Dalbec  
Supervisor: Bob "Zimm" Zimmerman  
Clerk: Joan Radzak  
Treasurer: Cindy Theien

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## MINUTES OF THE TOWN BOARD OF SUPERVISORS MEETING Wednesday, June 14, 2017

Meeting called to order by Chairman Ron Pete at 7:00 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 Town website. Present: Chairman Pete, Supervisor Dalbec, Treasurer Theien, and Clerk Radzak. Absent: Supervisor Zimmerman.

Pete motioned and Dalbec seconded to approve the May 10, 2017 regular board meeting minutes. Motion passed unanimously. Pete motioned and Dalbec seconded to approve the May 30, 2017 special board meeting minutes. Motion passed unanimously.

Clerk reported the bills paid under the Alternative Claims Procedure. Vouchers presented for payment were processed with check numbers 5233-5287 and five ACH transactions totaling \$44,061.78. Dalbec motioned and Pete seconded to accept the alternative claims procedure report. Motion passed unanimously. No vouchers were presented for payment and review prior to the board meeting.

### Fire Department Report

Herb Walsburg reported the department responded to 13 total calls in May, comprised of 8 EMS calls and 5 fire/rescue calls. The fire department will be participating in Oliver Days on July 22 from Noon to 4:00 pm. Fire prevention events and games will be taking place. The DNR annual fire protection grant application period is open. This is a 50% matching grant with awards in October. This month's PSA reminds residents about the dangers of heat-related illness which can affect you before you realize it. Stay in air-conditioned buildings as much as possible. Find an air-conditioned shelter. Do not rely on a fan as your primary cooling device. Avoid direct sunlight. Wear lightweight, light-colored clothing. Take cool showers or baths. Check on those most-at-risk twice a day.

### Treasurer Report

Treasurer Theien provided a cash summary report and the treasurer's and clerk's separate reconciliations. The ending balance for May was \$534,432.23. Treasurer reported the Fire Department balance at month end of \$39,097.07. Pete motioned and Dalbec seconded to accept the report as presented. Motion passed unanimously. The full report is on file with the clerk.

### Plan Commission Report

Dalbec reported the Plan Commission recently had a special meeting to review the conditional use permits to increase the height of three communication towers for Enbridge. The Plan commission recommended approval of the permits. The Plan Commission approved an opening for an additional member to the commission to allow for a seven-member commission.

### Stony Brook Report

Dalbec indicated the committee will be approaching local businesses requesting donations to develop the park's winter skating rink. Dalbec noted that increased community activity and participation is needed in order to move forward with the skating rink and other events.

### Chairperson Report

Pete reported that the garage staff has been very busy. The work on Hilpiper Road related to the July 2016 storm/flooding has been completed. Road grading continues along with equipment maintenance. The garage staff has installed approximately 400 new fire signs. Dust control will commence the last week of June. Dan Zuchowski, under his contract, has been called on to assist with beaver and muskrat problems.

### Inspection Services Report

Four building permits was issued for May, including three for accessory buildings and one for a deck addition.

### Correspondence

- a. Jerry and Barb Engelking requested exemption from the garbage/recycling ordinance for their residence located at 6600 South Cypress Avenue. Mr. Engelking was present at the meeting. Pete motioned and Dalbec seconded to approve a waiver for 6600 South Cypress Avenue if Mr. Engelking will maintain the town road which leads to his property. If the Engelking property changes ownership, the waiver would need to be re-negotiated with the new owner. Motion carried unanimously. Dalbec indicated that the garbage ordinance may need to be amended in the future to address this type of situation.

### Old Business

- a. The Town continues to seek applications for the part-time highway equipment operator position opening. The hourly rate is \$15.12. However, discussion ensued that this rate may need to be increased based on the job responsibilities.
- b. Town Attorney Johanna Kirk will be preparing the request for proposal form related to the sale of the Town's sand pit (Dump Road) and gravel quarry (Darrow Road).
- c. Wisconsin Town Association attorney Rick Manthe has clarified that the Town may appoint someone to fill the Constable position if there is a vacancy. The position would be temporary until filled at the next election in April 2019. The position was included in the approved budget for 2017 at a salary of \$150 a month.
- d. Ron Pete indicated that he met with Town Attorney Johanna Kirk related to the Five Bugles agreement. He also contacted Steve Gausman of Five Bugles who was agreeable to concede to all the concerns he identified in the agreement, including ownership by the Town of all drawings prepared by Five Bugles. Ron has received written confirmation from Mr. Gausman related to their understanding.
- e. Douglas County Highway Department notified the Town of the June 30, 2017 deadline for 2018 requests for County Aid to Bridges. Pete asked Dalbec to contact Ayres Associates to obtain the necessary estimate for requesting funding of the Cooper Creek Bridge on Baumgartner Road.

### New Business

- a. On behalf of the Fire Department, TSFD Secretary Amy Fiegle asked permission to turn over the Fire Department checking account to the TSFD Auxiliary (not the checking account maintained by the Town, but rather the one maintained by the fire department for fundraising purposes). Amy was present at the meeting. She noted that the Auxiliary has its own bylaws and employee identification number and that this transfer would allow for additional fundraising opportunities that the fire department cannot currently participate in. Clerk Radzak noted that additional information would need to be gathered in order to determine if this type of transfer is allowed. Radzak will discuss the matter with the accountants who will be performing the Town's 2016 audit on Tuesday, June 27.
- b. Mathe Construction has requested use of the rock quarry for gravel hauling purposes only on Sunday, June 25, 2017 (Belknap Street will be closed on June 25, 2017 as part of the Belknap Street reconstruction project). Dalbec noted that Mathe Construction should notify the Plan Commission of their request for the one-day waiver to access the gravel quarry. Pete will contact Mathe Construction and ask that they provide the waiver

request to the Clerk who will forward the same to the Plan Commission. Charlie Allen indicated that he may also need to request a waiver. Pete asked Mr. Allen to contact the Clerk if he wished to request a similar waiver.

- c. The current Waste Management garbage contract will expire on December 31, 2017. Dalbec indicated that she would like to make sure the Town is able to negotiate the recycling contract separately. Residents present at the meeting expressed concern that the recycling trucks will often leave a trail of debris which flies out of the trucks. Radzak will speak with our representative at Waste Management about this concern and request that any new contract address this issue.
- d. The State of Wisconsin signed into law Act 211 which requires municipalities to submit electronic copies of their 1 or 2 family building permits to the Department of Safety and Professional Services. Electronic reporting of building permits will be required starting January 2, 2018. Either the municipal clerk or the building inspector can file the permit information. Brian Conley, the Town's Building Inspector, was present at the meeting. He indicated it would likely make the process easier for applicants if he were responsible for filing permits electronically. Motion by Dalbec seconded by Pete to sign the Delegation of Authority form to authorize Brian Conley to act on the Town's behalf as it relates to the implementation of Act 211. Motion carried unanimously.
- e. Dalbec motioned and Pete seconded to approve all the bar operator applications on the list provided. However, the Clerk is to notify one applicant who had a minor criminal charge in 2016 that any further charges would result in an immediate revocation of the applicant's bar operator's license. Motion passed unanimously.

Applications reviewed prior to and presented for approval at the meeting were for:

- |                          |                         |
|--------------------------|-------------------------|
| 1. Anderson, Rae Ann     | 12. Horrocks, Donna J   |
| 2. Berge, Joleen F       | 13. Hunt, Cherie        |
| 3. Berge, Sherry M       | 14. Mathison, James     |
| 4. Berthiaume, Catherine | 15. Miller, Shelloy     |
| 5. Carlson, Brooke       | 16. Morales, Damaso     |
| 6. Carlson, Chris        | 17. Morales, Mary Ellen |
| 7. Carlson, Sherri       | 18. Palmer, Anna        |
| 8. Curley, Debra R       | 19. Peters, Kay M       |
| 9. Dreier, Kimberly Ann  | 20. Peterson, Rita      |
| 10. Hawkins, Mary Jo     | 21. Potter, Diane L     |
| 11. Hinnenkamp, Julie A. | 22. Schelinder, Robyn   |

- f. Pete motioned and Dalbec seconded to approve all the liquor license applications on the list provided. Motion passed unanimously. License applications reviewed prior to and presented for approval at the meeting were for:

- 1. Borders Sports Bar and Grill – Class B beer and liquor, and cigarette
- 2. Bucktales – Class B beer and liquor, and cigarette
- 3. Four Corners – Class A beer and liquor, and cigarette
- 4. Infield Bar – Class B beer and liquor
- 5. Mont du Lac Snowsports – Class B beer and liquor
- 6. Manitou Inn – Class B beer and liquor, and cigarette
- 7. Mattie's – Class B beer and liquor
- 8. Pattison Golf Course – Class B beer and liquor
- 9. Wabegon Bar & Grill – Class B beer and liquor, and cigarette

Meeting adjourned at 8:40 pm.

DRAFT MINUTES 6-19-17

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

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

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