



# 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, September 13, 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, and the Town Hall. Present: Chairman Pete, Supervisor Dalbec, Supervisor Zimmerman, Treasurer Theien, and Clerk Radzak.

Zimmerman motioned and Dalbec seconded to approve the August 9, 2017 regular board meeting minutes, with the following correction: under Old Business, paragraph f, "detrimental" was changed to "necessary." Motion passed unanimously.

Dalbec motioned and Zimmerman seconded to approve the August 22, 2017 special board meeting minutes. Motion passed unanimously.

Clerk reported the bills paid under the Alternative Claims Procedure. Vouchers presented for payment from August 10 through September 12 were processed with check numbers 5393 through 5439 and four ACH transactions totaling \$51,164.91.

Vouchers presented for payment were reviewed prior to the board meeting and processed with check numbers 5440 through 5449 for a total of \$3,316.84.

### Fire Department Report

Chief Darryl Fiegle reported the department responded to 11 total calls in September, comprised of 9 EMS calls and 2 fire/rescue calls. The TSFD Auxiliary will be holding a pancake breakfast fundraiser on Sunday, September 24, from 7 am to 1 pm at the Town Hall. Equipment displays, blood pressure checks and fire prevention items will be on hand. The TSFD Auxiliary received a \$1,000 donation from the National Bank of Commerce towards the purchase of firefighting equipment. Chief Fiegle thanked them for their generous donation. The full report is on file with the clerk.

### Treasurer Report

Treasurer Theien provided a cash summary report and the treasurer and clerk's separate reconciliations. The ending balance for August was \$539,269.15. The Treasurer reported the Fire Department balance at month end of \$35,819.08. The full report is on file with the clerk.

### Plan Commission Report

Dalbec reported the Plan Commission met on September 5, 2017. The Plan Commission agreed on approval of the Conditional Use Permit for Travis and Jamie Erickson and revocation of the Conditional Use Permit for Magnuson Rental Properties LLC.

### Stony Brook Report

Dalbec indicated that there was no report this month for Stony Brook Park.

### Chairperson/Supervisor Report

Zimmerman reported that mowing operations are now complete. He is working with the garage staff on a 10 year plan for equipment and vehicle needs. The grader will be taken to Fabco for repairs which is expected to take 2-3 days.

Andrew James requested carry-over of one week of vacation into 2018 since he only recently completed his 6-month probationary period, during which period he accrued vacation but was unable to use any vacation. The board did not express any issues with granting Andrew's request, but asked that he submit the request in writing. Clerk Radzak will notify Andrew of the same.

### Animal Control Report

Radzak reported that there were two animal control calls for the time period of July 17, 2017 through August 31, 2017, comprised of one call for a dog at-large and another call for a dog bite.

### Inspection Services Report

Radzak reported that four building permits were issued in August, including one for a pole building, one addition, one deck and one garage.

### Correspondence

- a. Fire Inspection. Fire Inspector Louis Livangood inspected the Town Hall on August 25, 2017 and noted no violations at this time. The next inspection is scheduled for February 2018.
- b. Transportation Improvement Program. The Northwest Regional Planning Commission mailed the draft 2018-2021 Superior Urbanized Area Transportation Improvement Program approved by the Duluth-Superior Metropolitan Council. There are five projects within the Town's boundaries. The full report is on file with the Clerk.

### Old Business

- a. Request from Linda and John Booker for Waiver of Garbage/Recycle Fees for 2017. Linda and John Booker resubmitted their request for the Board to grant a waiver of their portion of the 2017 garbage/recycle fees for the property located at 3261 East Station Road. The Bookers requested reimbursement for that portion of the garbage fees they paid at the closing for the sale of this property (\$129.49). Motion by Zimmerman seconded by Dalbec to deny the waiver request for reimbursement of \$129.49. Motion approved. The Clerk will notify the Bookers that their request has been denied.
- b. Town of Superior Fire Station Committee Update. Two informational meetings have been scheduled for the public to ask questions about the proposed new fire station. Residents are encouraged to attend one or both of the informational meetings to be held at the Town Hall on Tuesday, October 17 at 6:30 pm and Tuesday, October 24 at 6:30 pm. Questions may be provided in advance of the informational meetings by contacting the Clerk at 715-399-8385 or [townofsuperior@centurytel.net](mailto:townofsuperior@centurytel.net). The committee will meet again at the Fire Hall on September 28, 2017 at 6:00 pm. The public is invited to attend the committee meeting also.

### New Business

- a. Insurance Overview. Alan Schiefelbein of Rural Mutual Insurance Company was present to answer questions relative to the Town's insurance coverage. Alan noted that renewals will come out in mid-November. He discussed liability issues related to private contractors hired by the Town.
- b. Offers to Purchase Sand Bit and Rock Quarry. Glacier Hill Sand, LLC/Udeen Trucking Inc. and Northern Interstate Construction, Inc. submitted offers for the purchase of the sand pit. Mathy Construction provided the only offer for the purchase of the rock quarry. The Board requested additional time to review the offers. All parties had

representatives present at the meeting and all agreed to extend their offers until the board's next meeting. This matter will be placed on the agenda for the October 11<sup>th</sup> board meeting.

- c. Application for Conditional Use Permit – Travis and Jamie Erickson. Dalbec indicated that on September 5, 2017, the Plan Commission recommended approval of the Erickson conditional use permit in accordance with DNR licensing. The Ericksons were present at the meeting and indicated that Douglas County zoning directed that they build a fence sufficient in height to cover the view of their satellite units. The County did not indicate a date by which the fence must be completed. Motion by Dalbec and seconded by Zimmerman to recommend approval by the County of the Travis and Jamie Erickson Conditional Use Permit with the condition that the Erickson's complete construction of the fence by September 1, 2018. Motion passed unanimously.
- d. Revocation of Conditional Use Permit – Magnuson Rental Properties, LLC. Dalbec indicated that on September 5, 2017, the Plan Commission recommended revocation of the Magnuson conditional use permit based on information provided by Douglas County. Motion by Zimmerman and seconded by Dalbec to recommend revocation by the County of the Magnuson Conditional Use Permit. Motion passed unanimously.
- e. Garbage Service Contract (2018-2019). Clerk Radzak distributed copies of the two options provided by Waste Management related to extension of the Town's residential garbage service for 2018-2019. The current contract with Waste Management expires on December 31, 2017. Radzak also distributed a spreadsheet for cost comparison of the two options. The board requested additional time to review the information. This matter will be placed on the agenda for the October 11<sup>th</sup> board meeting.
- f. Request for Waiver of Hall Rental Fees – TSFD Auxiliary Pancake Breakfast Fundraiser on 9/24. The TSFD Auxiliary will be holding a pancake fundraiser on September 24. The proceeds will go to the TSFD Auxiliary. They have requested a waiver on the rental fee for this event. Motion by Zimmerman and seconded by Dalbec to approve the waiver of rental fees for this event. Motion approved unanimously.
- g. Negotiations for Employee Contract (Town Garage Staff). The current Employee Contract for Town Garage Staff expires on December 31, 2017. Supervisor Zimmerman has had tentative discussions with the garage staff regarding this matter. The board will meet in closed session regarding employee contract negotiations after the next board meeting.
- h. Second Budget Workshop. The Town Board will meet on Thursday, September 14, at 5:30 pm for the initial 2018 budget workshop. A second budget workshop has been scheduled for Thursday, September 21, at 5:30 pm, if needed.
- i. Reminder: Clean Up Day will take place on Saturday, October 14, 2017, from 9 am to 1 pm at the Town Hall.

Meeting adjourned at 8:29 pm.

DRAFT MINUTES 9-16-17

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

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

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