

***SPECIAL TOWN BOARD MEETING – OCTOBER 10, 2011***

On Monday, October 10, 2011, the Town Board of the Town of Raymond held a Special meeting. At 7:00 PM, the meeting was called to order by Chairman Kastenson. Roll call was taken as follows: Present were, Chairman Gary Kastenson; Supervisors, Paul Ryan; James Phillips, Stan Bugnacki and Joe Pohlhammer. Also present were, Town Clerk, Linda Terry; Town Treasurer, Lee Marie Toll, and Town DPW Foreman, John Ertl.

**1. DISCUSSION/POSSIBLE DECISION REGARDING 3-MILE ROAD:**

Chairman Kastenson stated that he thought there is possibly enough money in the budget to do this project. After looking into this, it will need to go out to bid. He was thinking that maybe the Town could get this done yet this year.

Supervisor Ryan suggested rolling over this year's left-over money.

Chairman Kastenson said that we could possibly open bids before the end of the month.

Supervisor Pohlhammer questioned the soft spots – they are 4-6 inches deep; the road is shifted apart.

Supervisor Pohlhammer asked the Town Clerk if she passed out the paperwork that she received from Black Diamond.

Clerk Terry said that she did not open the envelope from Black Diamond, on the advice of the Town Attorney.

Supervisor Pohlhammer said that it was not a "bid", but a "courtesy bid" from Black Diamond. He then asked who bid the original 3-Mile Road project?

Chairman Kastenson and Mr. Ertl said that R.A. Smith bid out the project.

Supervisor Pohlhammer asked if the Town doesn't do this road, which road would be next?

Mr. Ertl said that it would be 92<sup>nd</sup> Street; between seven and eight mile road.

Supervisor Phillips said that this needs to be done.

Chairman Kastenson said that 3-Mile road is very rough.

Supervisor Ryan said that if the bid comes in too high, we can simply refuse it.

Supervisor Pohlhammer was concerned about the mix that was used; he also questioned who shaped the roads?

Supervisor Phillips stated that Payne & Dolan shaped the roads; they used 1989 specifications for that road.

**APPROVE LETTING OF THE BID FOR 3-MILE ROAD, PER ENGINEER'S SUGGESTION, MADE ON A RYAN/PHILLIPS MOTION. MOTION CARRIED 4-1, WITH SUPERVISOR POHLHAMMER OPPOSING.**

Supervisor Pohlhammer wants to put a cap on what the Town pays on the bidding process.

**2. Review/Discussion/Possible Decisions on Proposed 2012 Town Budget:**

At this time, the Town Board began working on the proposed 2012 Town Budget.

Items of discussion (no action);

\*The Town DPW will be sitting down with members of the Board regarding whether or not they will be staying in the union.

- \*Mr. Ertl will check into pre-paying options for the salt used in the winter.
- \*Suggestion of setting up a "reserve account" for salt.
- \*Supervisor Pohlhammer suggested a salt/sand mixture to save money
- \*Mr. Ertl said that they can use salt/sand; however, sand doesn't melt ice. Also, sand tends to clump up in the spreader.
- \*Supervisor Ryan asked if any of the equipment could be sold?
- \*Mr. Ertl would rather see the money go into the roads than equipment.
- \*There was a question about being over-staffed.
- \*Figures were placed in the budget showing the employees paying 5.9% of their retirement (per State Law); and 12% of their insurance.
- \*Proposed figures of money coming in to the Town via State Shared Revenues and Transportation Aids were discussed.
- \*Due to the fact that the employees will be paying 5.9% of their retirement, the custodian will be receiving a 6% wage increase.
- \*Town Board salaries will remain the same.
- \*There was discussion regarding Treasurer's wages – it was decided that the treasurer will go from \$7500.00 to \$8500.00 (approximately 13% increase).
- \*Income from fees collected remained the same. However, Clerk Terry suggested a Resolution to have bartenders reimburse the Town for the required record checks. That will be on the next Town Board agenda.
- \*There will be one less payment to the Commissioner of Public Lands on a loan. The Town paid that loan off last year.

**At 9:55 PM, the meeting was ADJOURNED ON A PHILLIPS/RYAN MOTION. MOTION CARRIED 5-0.**

**The Budget Workshop will resume on Monday, October 17<sup>th</sup> at 7:30, after the Storm Water Utility District meeting.**

*Respectfully submitted,*

*Linda M. Terry  
Town Clerk*

## ***SPECIAL TOWN BOARD MEETING – OCTOBER 17, 2011***

On Monday, October 17, 2011, the Town Board of the Town of Raymond held a Special Town Board Meeting. The meeting was called to order at 7:30 PM. Roll call was taken as follows: Present, Chairman Gary Kastenson; Supervisors, James Phillips, Stan Bugnacki and Joe Pohlhammer. Supervisor Ryan arrived at 7:33 pm. Also present were Town Clerk, Linda Terry; Town Treasurer, Lee Marie Toll; Fire/Rescue Chief, Alan Babe; Municipal Judge, Joseph Purpero, and Town Assessor, Cal Magnan.

### **1.) Finish the Review; Discussion and Possible Decisions on Proposed 2012**

#### **Town Budget:**

Mr. Magnan informed the Board that the Town will need to look into upgrading the assessing software in the future. The cost is approximately \$2000.00, but will not be required until 2013.

There will be no fee to transfer the information.

It was stated that there were questions regarding personal property being left unpaid.

Mr. Magnan said that the Town could fill out the form for “charge backs”. The assessor’s office needs to get information from the Town regarding new businesses. In the Town of Norway, they issue an “occupancy permit” for all new businesses. The Assessor then gets a copy of that permit. He sends them the personal property forms in December and they fill them out and return to him by March.

Supervisor Pohlhammer then suggested that the Town issue a certificate of occupancy for all businesses; then the assessor would know where the businesses are.

The question was asked about re-assessments.

Mr. Magnan stated that they do re-assessments based on percentages.

Judge Purpero spoke on his proposed 2012 budget. He would like to see the Municipal Court Clerk and the Judge receive an increase in salary. The Court is doing many more citations than in the past. One-third to one-half of the people show up for Court. The Court is self-sustaining.

Fire/Rescue Chief Babe presented his budget to the Board.

Chairman Kastenson asked if the extra calls that the Town makes as mutual aid with Union Grove is hurting us?

Chief Babe said that it is not – it is actually helping the members.

Supervisor Phillips said that the wages are going to be tight – he would like to see the Chief get additional money.

Chief Babe went on to say that the departments East of the Interstate do not want to pay for a medical instructor. Training costs are on the rise – however, training is mandatory.

Supervisor Phillips suggested a retainer be held from the members, by the department, to make sure that the members remain here for a while after the Town has paid for their training.

Chief Babe said that the members start out on a “probationary” salary.

Chief Babe also said that they will need to look at the purchase of a rescue squad soon.

He also suggested an ordinance for charging residents for false alarms being made.

There will be increases in the election expenses – there are four elections in 2012. Clerk Terry suggested increasing the deputy clerk line item by \$1000.00 to account for some of this.

The Clerk's salary will increase by 2.5%, with the Town to remain paying 10% of the retirement, per contract.

The Town will not yet be able to figure out their levy, due to the fact that the Town Clerk has not received the final manufacturing totals from the State of Wisconsin.

**AT 11:30 PM THE MEETING WAS ADJOURNED ON A  
PHILLIPS/RYAN MOTION. MOTION CARRIED 5-0.**

*Respectfully submitted,*

*Linda M. Terry  
Town Clerk*