TOWN BOARD MEETING – FEBRUARY 27, 2012

On Monday, February 27, 2012, the Town Board of the Town of Raymond held their regular monthly meeting. The meeting was called to order at 7:30 pm. The Pledge of Allegiance was recited. Roll call was taken as follows: Present were, Chairman Gary Kastenson; Supervisors, Paul Ryan; James Phillips and Stan Bugnacki. Absent was Supervisor Joe Pohlhammer. Also present were, Town Clerk, Linda M. Terry; Town Treasurer, Lee Marie Toll; Town DPW Foreman, John Ertl; and Town Fire/Rescue Chief, Alan Babe.

The Treasurer's Report was read as follows:

Community State Bank - General Checking			
Beginning Balance		**$36,597.78**	
Deposits:	1,149,690.23		
Transfers in:	904,545.35		
Interest Earned	101.95		
Miscellaneous Credits	-		
Correcting Journal Entries made			
TOTAL DEPOSITS:		2,054,337.53	
Disbursements:	(1,383,093.27)		
Transfers out:	(550,000.00)		
Bank Charges & Miscellaneous Deductions	(3,269.40)		
Correcting Journal Entries made			
TOTAL DISBURSEMENTS:		(1,936,362.67)	
ENDING BALANCE:			**154,572.64**
JP Morgan Chase - Depository Checking			
Beginning Balance		**$359,767.78**	
Deposits:	146,957.87		
Transfers in:			
Interest Earned			
Miscellaneous Credits	-		
Correcting Journal Entries made			
TOTAL DEPOSITS:		146,957.87	
Disbursements:	(243,967.22)		
Transfers out:	-		
Bank Charges & Miscellaneous Deductions			
Correcting Journal Entries made			
TOTAL DISBURSEMENTS:		(243,967.22)	
ENDING BALANCE:			**$262,758.43**
OTHER ACCOUNTS:			
UNRESTRICTED			
Community State Bank - Money Market		20,235.33	
State LGIP Fund - Tax Investment		19,183.66	
TOTAL UNRESTRICTED SAVINGS			19,183.66
RESTRICTED			
Community State Bank - Bond Escrow		55,416.43	
Community State Bank Storm Water Utility		176,242.22	
Community State Bank Cemetery Fund		4,304.57	

State LGIP Funds - Bond Escrow		20,273.35	
State LGIP Funds - Cemetery		15,235.55	
State LGIP Funds - Equipment Reserve		32,056.19	
State LGIP Funds - Land Reserve		22,843.15	
State LGIP Funds - RJM LLC - Asphalt		32,426.09	
TOTAL RESTRICTED FUNDS			358,797.55
ALL TOWN BANK ACCOUNTS			**$ 795,312.28**

Chairman Kastenson question the $3269.40 for "Bank Charges".

Treasurer Toll stated that those are for NSF checks that the Town received.

The Treasurer's Report was **APPROVED AS READ, ON A RYAN/PHILLIPS MOTION. MOTION CARRIED 4-0.**

Bills paid from January 21, 2012 through February 23, 2012, in the amount of $1,383,093.27, were **APPROVED ON A PHILLIPS/RYAN MOTION. MOTION CARRIED 4-0.**

Minutes from previous meetings of 2/6/12; 2/13/12 and 2/20/12, were **APPROVED ON A PHILLIPS/RYAN MOTION.**

Supervisor Bugnacki questioned the minutes from the February 6th meeting. He would like, under "Communications and Announcements" to reflect that the Landfill started last week Wednesday (2/22/12) and the Town will be received checks 'in the near future'.

MINUTES APPROVED WITH THE CHANGE, ON A PHILLIPS/RYAN MOTION. MOTION CARRIED 4-0.

SET AGENDA:

Supervisor Phillips suggested that, since Sgt. Mattke is not present yet, that the Board take his report as soon as he arrives.

PUBLIC COMMENT – Discussion of any matter raised by the Public:

Gary Boldt:

Has been contacted by several residents regarding a building being built too close to the lot lines. Could the Town Board please make sure to have the building inspector require all future buildings follow set back rules? Years ago, the Plan Commission was in charge of this; however, they no longer are making decisions on building permits.

Sharon Korponai:

At the last meeting, the Board approved a contractor for the Root River Project. What about the contractor being bonded?

Paul Ryan:

Shawn Hannon was the approved contractor. All contractors are allowed 2 weeks to get the proper paperwork regarding insurance, to the Town Engineer. Mr. Hannon has done so, and the project has been started.

Sharon Korponai:

Asked what kind of development Mark Gelhaus presented to the Board?

Chairman Kastenson:

It is not a subdivision – he is only extending the road and making a minor split.

Sharon Korponai:

At the last meeting, it was suggested that the Town pick up the bill for the Town Chairman's attorney fees. Back in October, the Town Attorney suggested that the Board members be more civil to each other. I do not think it is the citizen's responsibility to pay for legal matter for members of the Town Board.

1) **Fire Department Business:**

a. Discussion/Decision regarding Conceal Carry Law:

Chief Babe presented the Board with paperwork from SERTAC and Racine Area EMS regarding Concealed Weapons. The Fire/Rescue Department is moving forward with this because they have to. Both of the squads will be equipped with lock boxes. In the event there is a flight for life call, they will not accept any weapons – in that event, the Sheriff's Department will take the weapons. The Department has already purchased the lock boxes.

Chief would recommend having the fire house a "Non-conceal area".

Supervisor Ryan asked if there was a policy that Chief Babe was looking at for adoption?

Supervisor Phillips would like to revert this back to the Town Attorney.

Supervisor Ryan stated that the Chief should start thinking about what the fire department wants because the Town is not ready to address this.

HOLD OVER TILL NEXT MEETING.

b. Merz Aesthetics – Discussion/Decision regarding access driveway for dry hydrant at 4133 Courtney Road: (previously tabled)

Chief Babe stated that he has received no further information regarding this matter.

Chairman Kastenson stated that they are talking about putting a culvert in the creek.

John Ertl stated that the pipe would be off of the Town's right-of-way.

Chief Babe said that Merz would give the Town access to the dry hydrant.

Chairman Kastenson said that the last time he spoke to anyone about this, they didn't sound like they were going to be starting this project in the near future.

c. Update on FEMA Grant for Tanker:

Chief Babe reported that after applying for the fourth time, the Town was once again, denied the grant.

d. Communications / Announcements:

**Chief Babe said he was concerned about the sign situation in Stone Creek Crossing. Some of the stolen signs have still not been replaced.

Chairman Kastenson stated that the Town would be responsible for the stolen signs.

Clerk Terry stated that the Town Engineer informed her that the dry hydrant marker was install last Friday.

**Sally Risch, from the audience, and a resident of Stone Creek Crossing, Thanked the Sheriff's Department for the added patrol they are getting.

**Chief Babe reported that the long driveway project is proceeding. Individual invoices will be sent out.

**He wrote another grant last week for $10,500.00 for computers for the department.

**One of the older vehicles will need repairs – they will be $3600.00.

Treasurer Toll asked if this money would be coming out of the reserve fund, or existing budget?

Chief Babe said it will come out of the current budget.

**The Fire/Rescue Department Officers have not yet had a meeting with the Town Board.

SHERIFF'S REPORT:

Sgt. Mattke handed the Board his December and January reports.

In January, there were thefts in the Town – mostly businesses.

In November and December, the Town of Dover was experiencing numerous thefts of road signs. If this happens in the Town of Raymond, please fill out a sheriff's report.

2) **Storm Water Utility District:**

Supervisor Phillips reported that the Root River Project has been started.

3) **Plan Commission Business:**

a. Land Transfer: Paul Ruppel – 5165 West Five Mile Road:

APPROVE PLAN COMMISSION'S RECOMMENDATION TO APPROVE AS PRESENTED, MADE ON A RYAN/PHILLIPS MOTION. MOTION CARRIED 4-0.

b. Soil Disturbance Permit: Robie's Grading for Tim Kezman – 486 – 76th Street:

APPROVE PLAN COMMISSION'S RECOMMENDATION TO APPROVE AS PRESENTED, MADE ON A RYAN/PHILLIPS MOTION. MOTION CARRIED 4-0.

Chairman Kastenson asked about silt fencing?

Plan Commission Secretary, Gary Boldt said that it was not needed.

c. Split Lot: Lawrence & Sally Risch, Lot 7, 8 & 9 in Stone Creek Crossing:

APPROVE PLAN COMMISSION'S RECOMMENDATION FOR APPROVAL AS PRESENTED, MADE ON A RYAN/BUGNACKI MOTION. MOTION CARRIED 4-0.

4) **Town Business:**

a. Discussion/Decision regarding Office Computers & Support / Lee Toll:

Treasurer Toll stated that she spoke to the previous company. They dropped their tech support costs and installation. She hasn't had the opportunity to check further.

TABLE UNTIL MORE INFORMATION IS RECEIVED, MADE ON A RYAN/PHILLIPS MOTION. MOTION CARRIED 4-0.

b. Letter of Credit for Stone Creek Crossing:

Chairman Kastenson would suggest tabling this matter until we know for sure that the Fire Chief's concerns have been addressed.

TABLE THIS MATTER, MADE ON A BUGNACKI/PHILLIPS MOTION. MOTION CARRIED 4-0.

c. Discussion/Decision regarding catch basin on 68th Street:

It was stated that part of this is on Town property and part of it is on private property. The land-owner has agreed to tile the private property; the Town will be responsible for the repair in Town right-of-way.

Supervisor Bugnacki has no problem if the Town remains on right-of-way; however, he does not want the Town employees on private property. The Town should do the 33 feet of right-of-way only.

Supervisor Ryan asked how big the catch basin is? Could it be reconstructed to be totally in the right-of-way?

Supervisor Phillips stated that if it is in the right-of-way, then the Town should fix it.

The consensus of the Board is that they would not have a problem with the Town employees working in the right-of-way.

Chairman Kastenson asked what the approximate cost for materials would be?

Mr. Ertl said it would be approximately $800.00.

Supervisor Bugnacki would like to table this matter until the Board has a chance to look at it.

Supervisor Phillips asked Mr. Ertl what his suggestion would be?

Mr. Ertl suggested that the Board members look at the situation.

TABLE THIS MATTER, MADE ON A PHILLIPS/BUGNACKI MOTION. MOTION CARRIED 4-0.

d. Discussion/Decision regarding personnel policy handbook for Town Employees:

APPROVED ON A PHILLIPS/RYAN MOTION. MOTION CARRIED 4-0. THIS POLICY WILL BECOME EFFECTIVE MARCH 1, 2012.

e. Discussion/Decision regarding ethics committee:

Mrs. Potratz doesn't think you will have a fair representation.

Supervisor Phillips stated that if this is something that the people want, he doesn't have a problem with it.

Supervisor Ryan stated that there are probably good intentions with the idea of an ethics committee; however, given the committees that we have had in the past, he doesn't feel it is a good idea.

Supervisor Bugnacki said that it would have to be set up properly – sometimes committees are in name only.

AT THIS TIME, WE WILL NOT HAVE AN ETHICS COMMITTEE, MADE ON A BUGNACKI/PHILLIPS MOTION. MOTION CARRIED 4-0.

f. Discussion/Decision regarding potential Agreement for lawn mowing for Raymond Grade School:

School Administrator, Joseph Dawidziak stated that he had copies of an agreement from 1981, wherein the School was allowing the Town DPW to use the water from the well on the school grounds, in exchange for the Town DPW mowing the school property.

He would like the Board to consider this option. This would not take affect until the Spring of 2013, as the School is presently in a contract with someone to maintain the grounds.

Supervisor Ryan asked what the contracted cost is?

Mr. Dawidziak stated that they are presently paying $145.00 per cutting.

Mr. Ertl said that it as about $4500.00 a year. It takes about 6-1/2 hours to cut the lawn. The Town would need to hire someone to cut this. We do not use that much water in a year.

Supervisor Bugnacki asked if Mr. Dawidziak put this out for bid?

Mr. Dawidziak stated that they are in the fifth year of a five year contract? I feel I owe it to the taxpayers to check into the Town mowing.

g. Discussion/Decision regarding Repairs at the Town Hall – Front Sidewalk and Roof:

Mr. Ertl said that the DPW could tear out the bad portion of the sidewalk; and the Town would need to hire someone to do the pouring of a new slab. He also stated that the block wall is tipping, and should probably be taken down.

He also stated that we will have to keep an eye on the Town Hall roof.

Supervisor Bugnacki asked if the Town Hall has a rubber roof?

Mr. Ertl was not sure; however, he said that he will keep an eye on it.

h. Discussion/Decision regarding Crosswalk across 7-Mile Road; and the West Frontage Road:

Clerk Terry stated that she had not received any additional information.

THIS WILL NOT BE ON THE AGENDA AGAIN UNTIL OTHER INFORMATION IS RECEIVED.

5. <u>Communications and Announcements:</u>

Supervisor Bugnacki stated that at the Special Joint Meeting on February 20th, Supervisor Pohlhammer was speaking, there was a motion to adjourn the meeting. We should not be rude in the future – let him finish and make his seventeen items part of the public record.

AT 9:00 PM, THE MEETING WAS ADJOURNED ON A RYAN/PHILLIPS MOTION. MOTION CARRIED 4-0.

Respectfully submitted,

Linda M. Terry
Town Clerk
Town of Raymond