

TOWN OF IXONIA MONTHLY TOWN BOARD MINUTES

March 9, 2015

TIME & PLACE: The regular Town Board Meeting of the Town of Ixonia was called to order by Chairman Perry Goetsch at 7:00 P.M. at the Town Hall located at W1195 Marietta Avenue pursuant to notice requirements of Wisconsin State Statute 19.84 Public Notice.

ATTENDANCE: Present with Chairman Perry Goetsch was Supervisors Carl Jaeger, Brian Derge, Kitty Krueger, Jeff Taylor, and Clerk Donna Hann. Also, in attendance were 6 citizens.

ITEM #3: PLEDGE OF ALLEGIANCE

ITEM #4: APPROVAL OF MINUTES – Kitty Krueger made a motion to approve the minutes, seconded by Brian Derge. Motion carried.

ITEM #5: REVIEW AND POSSIBLE APPROVAL OF TREASURER REPORTS FOR:

- A) Town of Ixonia
- B) Utility District #1
- C) Utility District #2

Carl Jaeger made a motion to approve the treasurer's reports, seconded by Kitty Krueger. Motion carried and placed on file subject to audit.

ITEM #6: COUNTY SHERIFF'S REPORT AND/OR COUNTY SUPERVISOR'S REPORT - No County Sheriff was present. County Supervisor Amy Rinard was present and reported that Tuesday evening the County Board will be meeting and taking up the SEWRPC Agreement talked about at last month's meeting. It looks like it will be passed. Also on the agenda tomorrow night is the construction of two new satellite shops for the Highway Department. One would be located in Lake Mills along the Interstate and the other would be in Concord. The satellite in Ixonia and the old Lake Mills location would be abandoned. Amy Rinard is currently on the law enforcement committee and reported that the improvements to the EMS and Fire paging system should be completed by this summer. There is a major system upgrade in the works for the whole 911 system. These improvements will improve signal strength in the whole northern tier of the county. The sheriff's department is embarking upon an officer friendly program at Ixonia Elementary School so a squad car may be spotted in that location more often than usual.

ITEM #7: UTILITY DISTRICT #1 and UTILITY DISTRICT #2

- A) Utility Operator Report/Engineer Report
- B) Review and Possible Action on the 2015 RCA Charges for Utility District #2 – Donna Hann is asking the Board to approve increasing the sewer hook-up fee by \$63.60 to \$2575.80 as established by a policy established in 2001. Brian Derge made a motion to increase the RCA Charge for Utility District #2 by \$63.60 to \$2575.80 for 2015. Seconded by Carl Jaeger. Motion carried.
- C) Review and Possible Action on Insert in April Utility Billing. Donna Hann is asking the Board to approve placing an insert in the April 2015 Utility Bills that was provided by the Town Engineer, R.A. Smith and contains sewer information approved by the DNR. The Board approved of doing the insert.

ITEM #8: HIGHWAY DEPT

- A) Hwy Dept. Report – Dennis Lillge reported that the salt contract is due by March 20th for next year's salt. 200 ton was delivered today and there is 203 ton still to be brought in. The salt shed will be full. Both mowers have been prepared for the season. The new truck should be here sometime in early April.
- B) Review and Possible Action on Cemetery Mowing – Kyle Zastrow will no longer be doing the cemetery mowing so Dennis Lillge has been looking at the possibility of the Highway Department taking care of mowing the cemeteries. Dennis is suggesting they try it for this year and see how it goes. Lucy could probably cut the one up on Marietta since she takes care of cutting along the railroad tracks up there. The Board decided to allow the Highway Department to take care of mowing the cemeteries.

ITEM #9: REVIEW AND POSSIBLE ACTION TO APPROVE DRAFTED STORM WATER REQUIREMENTS FOR INDUSTRIAL PARK PROPERTIES – Tabled, more information needed.

ITEM #10: REVIEW AND POSSIBLE ACTION ON ABSENTEE VOTING REQUIREMENTS FOR APRIL ELECTION
The Government Accountability Board states that Clerks must be available until 5:00 p.m. on the Friday before an election. This year that day falls on Good Friday which is a half day paid vacation. Donna would like to post a notice on the door that she is available for people to call if they need to vote absentee. This same thing was done a few years ago and no one called to vote absentee. Perry Goetsch made a motion to approve posting a notice for Friday afternoon, April 3. Sseconded by Kitty Krueger. Motion carried.

ITEM #11: PAYROLL POLICIES –

- A) Review and Possible Action on Outstanding Payroll Checks. There is a continuing problem with individuals not cashing their pay checks. Donna is asking the Board to approve a policy that would require all employees to do direct deposit. If someone does not have a bank account for direct deposit a debit card could be issued to them. Jeff Taylor asked how many people do not typically cash their checks. Donna stated it's not always the same people. At the current time there are 3 outstanding checks that were issued in December. Kitty Krueger asked if the direct deposit can be done to a savings account. Donna stated it can be deposited to any account they would

like. Jeff Taylor stated that the debit cards aren't the best idea because people can lose them and they might use it once and not use the rest of the balance. Carl Jaeger made the comment that if the Board knows who is not cashing them they could contact the individuals and let them know they need to be cashed. Donna then asked if the Board could approve a policy that if someone doesn't cash their check they will automatically be put on direct deposit. Carl said he would prefer talking to the individuals first. Kitty asked if the check states that it is not good if not cashed within 90 days. Donna said our checks say that but a lot of times the bank will still cash it and we want people to get the money they earned. Jeff Taylor had given the Fire Department members direct deposit forms at a previous meeting of which Donna received only one back. Carl suggested that the names be given to Jeff and him to talk with the individuals and explain that if checks are not cashed in a timely manner there will need to be a change in policy. Donna said that she thought Dave Schilling had already talked to certain people. Jeff Taylor agreed with talking to the individuals first and changing the policy if the problem continues. It was agreed that Carl and Jeff would talk to people not on direct deposit and let them know that checks should be cashed or they will have to go onto direct deposit.

- B) Review and Possible Action On Future Payroll Date For The End of December 2015. The last pay period for 2015 is scheduled to be paid on January 1, 2016 but on one works that day and banks are closed. Donna is asking the Board if payroll should be paid a day early on December 31, 2015 or hold payroll until January 2016. Brian Derge made a motion to issue payroll a day early on December 31, 2015. Seconded by Carl Jaeger. Motion carried.

ITEM #12: REVIEW AND POSSIBLE ACTION ON CONTRACT FOR RECODIFICAITON OF TOWN ORDINANCES. In order to bring our ordinances current and up to date through a company called Municode would cost around \$9103.00 that could be paid over a two year period. The final number could fluctuate based on how much work is involved. The ordinances are already set and approved they just need to be recorded with Municode. This item was not included in the 2015 budget process. Perry is suggesting it come from Legal/Attorney Fees. Brian Derge made a motion to approve recodification of the town ordinances by Municode at an approximate cost of \$9103.00 to be taken from Legal/Attorney Fees over a two year period. Seconded by Carl Jaeger. Motion carried.

ITEM #13: REVIEW AND POSSIBLE ACTION ON TOWN OWNED LAND RENTAL – Donna is asking the Board to approve posting town land available for rent. The bids are for 2 acres by the Town Hall, 3 acres of hay land by the Utility Treatment Plant and 19.5 acres of marsh hay located by Fireman's Park. Kitty Krueger made a motion to approve posting the three areas of land available for rent. Seconded by Jeff Taylor. Motion carried.

ITEM #14: REVIEW AND POSSIBLE ACTION ON WRITING OFF UNCOLLECTED PERSONAL PROPERTY – Perry has been working with Attorney Stan Riffle and Ben Brantmeier on past due personal property taxes. It is Ben Brantmeier's suggestion that the Town write off any unpaid balances over 6 years old or of businesses that no longer exist. The total amount would be for \$7011.56. Brian Derge made a motion to write off the personal property taxes for 8 businesses in the amount of \$7011.56. Seconded by Carl Jaeger. Motion carried.

ITEM #15: REVIEW AND POSSIBLE ACTION ON OPERATORS LICENSE FOR Danielle Thew, Cruisin' 16 BP. Donna Hann is recommending the Board approve the application as listed. Carl Jaeger made a motion to approve the operators license for Danielle Thew. Seconded by Kitty Krueger. Motion carried.

ITEM #16: SET DATES – Tuesday, March 10, 2015 @ 1:00 pm, Transfer Site Meeting; Friday, March 20, 2015 @ 10:30 am, Sensenbrenner Listening Session; Tuesday, March 24, 2015 @ 7:00 pm, Park & Rec Meeting; Wednesday, March 25, 2015 @ 7:00 pm Planning Commission; Tuesday, April 7, 2015 Spring Election; Monday, April 13, 2015 @ 7:00 pm Town Board Meeting, Tuesday, April 21, 2015 @ 7:00 pm, Annual Meeting, Monday, April 27 from 2:30-4:30 pm, Open Book.

ITEM #16: ADJOURN – Carl Jaeger made a motion to adjourn. Seconded by Brian Derge. Motion carried.

Chairman, Perry Goetsch

Supervisor, Jeff Taylor

Supervisor, Kitty Krueger

Supervisor, Brian Derge

Supervisor, Carl Jaeger

Clerk, Donna Hann