

## Town of Silver Cliff Meeting Minutes

N11929 County Road I

Silver Cliff, WI 54104

### Monthly Town Board Meeting

Tuesday, September 10, 2019

**Call to order:** The meeting was called to order by Chairman Bruce Weber at 7 p.m. The Pledge of Allegiance was recited.

**Roll call:** Present board members: Chairman Bruce Weber, Supervisor Sue Victoreen, and Supervisor Riana Ventura

**Others Present:** Dana L. Weber, town of Silver Cliff Clerk; Carol Kitchmaster, town of Silver Cliff Treasurer; Steffanie Bishop, town of Silver Cliff Deputy Clerk and 18 residents.

Chairman Bruce Weber asked for a moment of silence for Hank Burkel, who had recently passed away. Hank had served as Chairman and Supervisor and was active in the American Legion Post 66 of Athelstane and Silver Cliff.

**Verification of proper public notice:** Agendas were posted at Silver Cliff Town Hall, Fire Department, Red Pine BP, Jungle Jim's, Rustic Inn and Rapids Resort.

**Motion to approve the agenda:** A motion to approve the agenda was made by Supervisor Sue Victoreen, seconded by Supervisor Riana Ventura. Motion carried.

#### Consider for approval or other action:

1. **Minutes from August 15, 2019, August 20, 2019, August 22, 2019, town board meeting, after any corrections have been rectified:** A motion to approve all the meeting minutes for August was made by Supervisor Riana Ventura, seconded by Supervisor Sue Victoreen. Motion carried.
2. Hugh Guy presented a certified survey map for Kenneth Doersch, personal representative of the estate of Jams R. Doersch for property located in part of the Southwest ¼ of the Northwest ¼ of Section 15, Town 34 North, Range 17 East Town of Silver Cliff, Marinette County, Wisconsin. A motion was made to approve the certified survey map (CSM) by Supervisor Riana Ventura, seconded by Supervisor Sue Victoreen. Motion carried.

#### Reports / updates presented

- a. **Treasurer's report:** Carol Kitchmaster reported a balance in the checking account of \$37,143.11 and a balance in the money market account of \$350,984.79. A motion to accept the treasurer's report was made by Chairman Bruce Weber, seconded by Supervisor Riana Ventura. Motion carried.

A motion to approve Marinette County to do tax collection was made by Supervisor Riana Ventura, seconded by Supervisor Sue Victoreen. Motion carried.

A motion was made by Supervisor Riana Ventura to roll Laona State Bank cd (\$139,998.34) into another 5 year cd for 2.5% interest, seconded by Supervisor Sue Victoreen. Motion carried.

A motion was made by Supervisor Riana Ventura, seconded by Supervisor Sue Victoreen, to give view access to Clerk Dana Weber for the account with Stephenson Nation Bank. The town currently has a cd with the bank. Motion carried.

- b. Clerk's report:** Dana Weber reported Laona State Bank will not charge town to direct deposit for only two employees on a by-weekly basis. A motion was made by Supervisor Sue Victoreen, seconded by Supervisor Riana Ventura, to set up direct deposit, by-weekly, for the two full-time employees. Motion carried.

UES Computers quoted \$125 to update laptop to windows 10. A motion was made by Supervisor Riana Ventura, seconded by Supervisor Sue Victoreen, to update laptop to window 10. Motion carried.

A motion was made by Supervisor Riana Ventura, seconded by Supervisor Sue Victoreen for the clerk to pursue becoming a notary. Motion carried

The clerk is looking for election workers for next year. The list is due to the election commission every odd year (the more people on the list--the better for backup). Each election worker needs to be a resident of Marinette County. The chief of inspections needs to be a resident of Silver Cliff. Please contact clerk if interested.

- c. Chairman's report:** Bruce Weber reported having one meeting so far for the 100 year anniversary for the Town of Silver Cliff. They are looking for volunteers to help with logo, ideas, advertising and possible sponsors. A motion was made by Supervisor Riana Ventura, seconded by Supervisor Sue Victoreen, to allow up to \$50 to run an ad for volunteers. Motion carried. The website also can be used as a resource.

A motion was made by Supervisor Sue Victoreen, seconded by Chairman Bruce Weber, to order 3 United States flags, 3 state flags and 3 town flags if we have funds available in contingency fund. . Motion carried.

- d. Cemetery committee report:** The cemetery committee did not meet. No report was given

- e. Planning commission report:** Michell Baldwin requested a variance for Spaulding/Forman for shop garage located at W15231 Old J road. They are requesting 60 feet from center of Old J Road. A motion was made by Supervisor Sue Victoreen, seconded by Supervisor Riana Ventura, to approve variance. Motion carried.

Kathy Schaefer is requesting an approval for a 1969 mobile home to be moved from Crivitz to her property location at N12383 Red Rock Road, Silver Cliff. The mobile home has already been inspected. The planning commission recommends approval for the mobile home that will replace her previous mobile home that had been damaged by snow over the past winter. A motion was made by Supervisor Sue Victoreen, seconded by Supervisor Riana Ventura, to approve moving the mobile home. Motion carried.

- f. Road committee report:** Chairman Bruce Weber reported the road committee will meet next week to do road ratings for WISLR/PASER, a report that is due October 1, 2019.

- g. Road work:** The county is scheduled to meet with road crew to work on culvers that need to be replaced: Tower Road, Eagle River Road and Vetter lane. The county is also going to asphalt the 60 foot section on Old J Road that previously had been graveled. The county can only charge the town time and materials for work.

- h. Constable:** Michelle Baldwin reported Scott patrolled 10 hours and 22 minutes. He responded to 3 dog complaints, 9 ATV complaints, 5 building permit issues, assisted with the ATV accident, and rode in the parade. He directed one trespassing complaint to the sheriff's department.

- i. Recycling/garbage:** The board has not had time to review the request of a brush drop off site at the Nighthawk pit location.

- j. Fire department:** Chief Al Welsh reported a quiet month; they responded to 3 calls: a tree down on Brandywine Lane, a fire on Hwy C and an ATV accident. They also responded to one call on September 10 for a lost person in the woods. Supervisor Sue Victoreen requested a list of the fire department members and their certifications.

- k. Parks committee:** Lori Paulson reported the insurance representative needs to look over park. The park budget will be submitted to the clerk this week.

- 3. September vouchers & payment of bills #7158 to #7203.** A motion was made by Supervisor Riana Ventura, seconded by Supervisor Sue Victoreen, to approve the vouchers to be paid for September. Motion carried.

The board needs to look at spending limits for maintenance items. The electors have not set a spending limit. The Wisconsin Towns Association (WTA) can be a resource for board to see the best way to handle this in the future.

- 4. MSA Engineering Contract:** MSA Engineering is currently working on the Otter Creek culvert project. They are working on a timeline, getting all the information needed to move forward on the replacement of the culvert; however, they are 12 months out currently and recommended Gries Architectural Group Inc. to do a study of the town building. A special meeting will be held on Saturday, September 14, 2019, at 10am with Gries to review town shop.

A motion was made by Supervisor Riana Ventura, seconded by Supervisor Sue Victoreen, to have the heater repaired at the town shop, not to exceed \$1,000. Motion carried

- 5. Review lawn mowing agreement:** The Clerk contacted Mike with Little Creek Lawn Care regarding a contract with the town. Mike said the town does not have a contract with him at this time. The agreement in the past has always been a verbal agreement.
- 6. Reschedule October board meeting:** Supervisor Riana Ventura made a motion to reschedule October 8<sup>th</sup> Board meeting to Wednesday October 16, 2019 at 7 pm, seconded by Supervisor Sue Victoreen. Motion carried.
- 7. Budget workshop dates for October:** A budget workshop meeting will be schedule on October 29<sup>th</sup>, 2019 at 7pm at Silver Cliff Town Hall located at N11929 County Road I Silver Cliff, WI 54104.
- 8. Items intended for future meetings:** The same meeting agenda format needs to be followed for all town meetings. A template will be available for all departments to follow.

**Public comment:** Bill Stankevich, District 5 County Supervisor reported the county is moving the parks department from under the forestry to the maintenance department. The county board is proposing adding one more recreational officer, for a total of two officers, to the recreation department which will be discussed at Wednesday's meeting. Watch the Peshtigo Times for the update on the county board meeting

Michelle Baldwin requested the school signs located on Boat Landing 11 Road be removed. There are no schools located in that area anymore. The road crew will remove those signs later this week.

**Motion to adjourn:** A motion to adjourn was made at 8:47 pm by Supervisor Sue Victoreen, seconded by Supervisor Riana Ventura. Motion carried.

Dana Weber  
Clerk  
Town of Silver Cliff

Request from individuals with disabilities who will need special accommodations to participate in this meeting or hearing should be made to the Town Clerk at 715-757-3163 with as much advance notice prior to the meeting as possible.
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