

**Town of Silver Cliff Meeting Minutes**  
**N11929 County Road I**  
**Silver Cliff, WI 54104**  
**Monthly Town Board Meeting Tuesday, January 11, 2022**

**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 Dee Farley

**Others Present:** Kristin Gagne Town Clerk, Dana Weber Deputy Clerk, Carol Kitchmaster Treasurer, Cory Gagne Code Enforcement Officer and 7 residents.

**Verification of proper public notice:** Agendas were posted at Silver Cliff Town Hall, Emergency Services Building, Red Pine BP, Rustic Inn, Jungle Jims.

**Motion to Approve Agenda Items:** Supervisor Dee Farley motioned it, seconded it by Supervisor Sue Victoreen. Motion Carried.

**Approval of Meeting Minutes for December 15, 2021 Town Board Meeting-** Supervisor Sue Victoreen Motioned it, Seconded it by Supervisor Dee Farley. Motion Carried.

**Discussion and possible action regarding 2022 Town Advocacy Council of the Wisconsin Towns**

**Association:** Town Advocacy Council 2022 Membership valid January 1, 2022 to December 31, 2022 cost is \$.25 per Town of Silver Cliff Capita (population 513 x \$.25 = \$128.25 Annual Dues): Chairman Bruce Weber Motioned it, Seconded it by Supervisor Dee Farley. Opposed by Supervisor Sue Victoreen. Motion Carried.

**Discussion and possible action regarding Town Vehicle (02 International):** Chairman Bruce Weber reported 02 International Dump Truck is broken down and in need of several repairs and will need decision if going to repair items, or scrap/salvage, or sell. Chairman Bruce Weber approved Cory Gagne to call and get estimates for the bigger repair items we are aware of, therefore a better decision can be made in future.

**Discussion and possible action regarding Replacement of 2 Radios for Town Road Crew and Adding Radio for Grader:** Supervisor Dee Farley Motioned it, Seconded it by Supervisor Sue Victoreen, no opposition. Motion Carried.

**Discussion and possible action regarding Approval of Vendor for Audit:** Received 3 Vendors for Audit Bids: 1) KerberRose S.C. Audit for fiscal year ended December 31, 2021. Estimate at cost of \$7,000.00 to \$8,000.00, plus mileage and travel as necessary. 2) Johnson & Rennie LLC. Audit 1 Year Contract of \$7,500.00. 3) Clifton Larson Allen LLP Audit \$10,500.00. Town Board choose KerberRose S.C. Audit bid cost of \$7,000.00 to \$8,000.00, plus mileage and travel as necessary. Supervisor Dee Farley Motioned it, Seconded it by Supervisor Sue Victoreen, Chairman Bruce Weber in favor (no opposition). Motion Carried.

**Discussion and possible action regarding Installation of Antivirus & Remote Services: UES Technologies Quote#38266 for \$355.00:** Election Commission recommending additional remote security to be put on 3 laptops for vote registry online, Wisvote: Election Worker Deb. Peters, Town Clerk Kristin Gagne, Deputy Clerk Dana Weber. Supervisor Sue Victoreen Motioned it, Seconded it by Supervisor Dee Farley. All in favor, Motion Carried.

Noted town will need to set up .gov email for clerk also in near future, which can be linked to current clerk email.

**Present Information and possible action regarding Forestry Plan:** Sabin Rosenbaum reported all town properties GIS maps pending, Christopher Norton is in process of working on recommendations from Forester that town has some areas ready for harvest. Will need input on Harvest from Town Board as to how they would want to handle money if percentage or if all proceeds to separate fund? Sabin Rosenbaum reported mapping taking longer due to weather, some land access complications; might have some personal structures on town properties that will need to be addressed. Sabin Rosenbaum reported one of uses mentioned in planning commission meeting is Brush pile concerns.

**Reports/updates presented:**

- a. **Treasurer's report:** Carol Kitchmaster reported a balance in checking account of \$20,724.17 Balance in money market is \$355,931.00, (\$800,000 with tax money), CD's Total \$591,527.78 a lot of outstanding checks (smaller amounts).
- b. **Clerks Report:** Kristin Gagne reported been busy transitioning-the phone & email has been transferred and working on end of year reports/duties.
- c. **Chairman's report:** Chairman Bruce Weber reported EMS court date February 28, 2022 for vandalism of rescue squad. Recently EMS purchased security cameras and new internet in building, Fire Department volunteers will be installing the security cameras on 1/14/22 at 4:00pm. Department of Treasury released ARPA Rules stating local government can take advantage of program regardless of loss revenue amount. One area Towns can use ARPA funds is for maintenance software. Currently have \$52,000 in ARPA funds. Rescue squad put an ad in paper for employment. WTA District Meeting March 26<sup>th</sup> Waubee Lake Lodge-Register Chairman Bruce Weber, Supervisor Sue Victoreen, Supervisor Dee Farley and Clerk Kristin Gagne to attend. Update on building permit violation case is changed to in May. Thank roadcrew for their hard work amongst the equipment breakdowns experiencing. Chairman Bruce Weber March 3-11<sup>th</sup> will be gone on vacation. He would like town board meeting changed from March 8<sup>th</sup> to March 15<sup>th</sup>, 2022 at 7 p.m.. No objections to changing the date. Tentatively need to post on website as town board meeting for it to be March 15, 2022 at 7:00 p.m.. Chairman Bruce Weber requested Treasurer Carol Kitchmaster to set up \$20,000.00 Equipment Fund and \$20,000.00 Fire Dept Fund.
- d. **Cemetery Committee:** Supervisor Sue Victoreen mentioned cemetery committee needs to come up with a solution to find plots for winter burials. Currently is hard to locate plot pins in winter.
- e. **Planning Commission:** Sabin Rosenbaum reported our garbage rates are lower than several other towns. Planning commission is in favor of working with our current garbage provider to make more efficient. Wolfe Lane discussion regarding easement, was referred back to planning commission for more research and costs associated.
- f. **Road Committee:** No Report

- g. **Road Work:** Cory Gagne reported Peterbuilt fixed, grader is good, bracket is being made. Park is plowed out and all looks good there. Roads are widened out.
- h. **Code Enforcement Officer Report:** Cory Gagne-Code Enforcement Officer Reported Mailing out several driveway snow plowing across roadway violation letters.
- i. **Recycling/garbage:** Marilyn Kowis reported been busy and Just staying warm.
- j. **Fire Department:** No Report, Carol Kitchmaster reported \$27,328.84 Begin Balance Receipts, \$44,211.40 checking, \$5384.12 savings, balance \$49,595.52. Chairman Bruce Weber mentioned: Assisted Athelstane 1 house fire New Years Eve which was good training experience.
- k. **Rescue Squad:** Joanne Sisler reported 125 call, 25% higher than last year. Currently have 3 people interested referred by town word of mouth. Have Ad's in paper looking for volunteers/help-No Response from Ad's. \*\*Recommend keep talking with others-keep word out in need of volunteers.
- l. **Parks Committee:** No Report.

**Approval of Vouchers & payment of bills check#8404 to check# 8466,** Motioned by Supervisor Dee Farley , Seconded by Supervisor Sue Victoreen -Motion Carried.

**Items intended for future meetings:** Wolfe Ln Survey Map and Forestry Plan

**Public Comment:** Supervisor Dee Farley asked if will be ok with Pete due to location of his house property, Mike Smith thinks it will benefit everyone after assessment plan is done.

**Closed Session:** Wisconsin Statue 19.85 Section C, Compensation of Public Employee. Supervisor Dee Farley Motion to Adjourn, Seconded it by Supervisor Sue Victoreen. All in Favor, Motion Carried. At 8:20 p.m. Chairman Bruce Weber requested Deputy Clerk Dana Weber be present in closed session. Closed Session start time: 8:25 p.m. reported by Deputy Clerk Dana Weber Attendance: Chairman Bruce Weber, Deputy Clerk Dana Weber, Supervisor Dee Farley, Supervisor Sue Victoreen.

**Motion to adjourn:** (reported by Deputy Clerk-Dana Weber) A motion to adjourn at 9:07 p.m. was made by Supervisor Dee Farley, seconded by Supervisor Sue Victoreen. Motion Carried.

Kristin Gagne  
Clerk, Town of Silver Cliff