

## **OWN OF PORTLAND BOARD MEETING MINUTES**

**Thursday, October 17, 2019**

**Portland Town Hall**

**7:30 P.M.**

Chairperson Jeffrey Spoke called the Town of Portland Board's regular October monthly meeting to order at 7:35 P.M., and all persons present joined in the Pledge of Allegiance.

Members Present: Chairman Jeffrey Spoke, Supervisor Kurt Keach, Supervisor Thomas Crave, Treasurer Carleen Benninger, and Clerk Nancy L. Thompson.

Others Present (for at least a portion of the meeting): Jacquelynn Fox, John Fox, JJ Fox, and Amber Gerber (Courier editor).

Clerk Thompson verified that proper meeting notices had been posted at the three designated locations as required by law, e-mailed to the Courier editor, e-mailed to the Watertown Daily Times for inclusion in the Municipal Meeting section of the October 11, 2019, Daily Times, and posted on the Town's website.

Hearing no requested revisions to the posted agenda, motion by Sup. Keach, seconded by Sup. Crave, to approve the agenda as posted. Keach's motion carried 3-0 on a voice vote.

Motion by Sup. Keach, seconded by Sup. Crave, to approve the minutes of the September 19, 2019, regular Town Board meeting as printed. Keach's motion carried 3-0 on a voice vote.

During the Public Input section of the meeting, new Town residents Jacquelynn, John, and JJ Fox introduced themselves and provided a little of their background, as well as of their future hope to establish a "wedding barn" business on their property on Mulvaney Lane. Members of the Town Board likewise introduced themselves to the family.

There were no building, driveway, outdoor furnace, or culvert permits noted as being issued since the Board's regular September monthly meeting.

Sup. Keach and Treasurer Benninger then provided a brief report on the recent meeting of the Portland Sanitary District. They noted that an engineer from Town & Country and Barry Sorenson from Waterloo Utilities had attended. They reviewed work that had been done, as well as options related to manholes, laterals, and new "things" for future consideration.

Chr. Spoke then reported that the price for salt for use by MR Concrete in the upcoming snow/ice removal season is \$123.00 a ton. Motion by Sup. Keach, seconded by Sup. Crave, to

authorize purchase of three quad axle loads of salt prior to year's end. Keach's motion carried 3-0 on a voice vote.

The Board then briefly discussed (as they had indicated at the September Board meeting that they would do) whether to reduce the speed limit on Sullivan Road from its current 55 MPH limit. Though concern was expressed over whether such reduction would be enforced, Board members also noted that enforcement would at least be possible if reduced speed limit signs were put up. Following that discussion, motion by Sup. Keach, seconded by Sup. Crave, to install two 45 MPH speed limit signs in the Geise to Stark section of Sullivan Road. Keach's motion carried 3-0 on a voice vote.

Motion by Sup. Crave, seconded by Sup. Keach, to approve the updated contract proposed by General Engineering Company for inspection services. Crave's motion carried 3-0 on a voice vote.

Motion by Chr. Spoke, seconded by Sup. Keach, to approve Budget Resolution 2019-3 specifying the following:

Increasing the Highway and Street Maintenance Expenditure Account from \$175,528.18 to \$178,518.18

Increasing the Animal Control Services Expenditure Account from \$150.00 to \$160.00 and

Decreasing the End-Of-Year Reserves from \$13,700.01 to \$10,700.01.  
Spoke's motion carried 3-0 on a voice vote.

Motion by Sup. Keach, seconded by Sup. Crave, to approve the proposed 5-year agreement with the Rural Town Group for fire services. Keach's motion carried 3-0 on a voice vote.

Clerk Thompson then distributed information for the Board's use prior to its October 23rd budget preparation meeting. Once developed, the proposed 2020 Town of Portland budget will be posted and then ultimately presented at the budget hearing and Special Meeting of Town Electors on Tuesday, November 26, 2019.

The Board agreed to meet at W11550 Torpy Road at 8:00 A.M. on Wednesday, November 13, 2019, and from there drive throughout the Town to complete the state-required PASER ratings of all Town roads, as well as to do any other inspection(s) deemed necessary.

Items noted for inclusion on the agenda for the Board's November monthly meeting included the DOT's 90/10 highway grant and rezoning and conditional use applications for salvage yards in the Town.

The Board agreed to conduct its November monthly meeting at the Portland Town Hall on November 21, 2019, beginning at 7:30 P.M.

Treasurer Benninger then reported September receipts of \$1,487.33 and September checking account disbursements of \$44,941.52. With the addition of October receipts to October 12, 2019, of \$26,338.66, the balance in the money market account as of that date was \$33,153.51 and the balance in the checking account was \$1,021.10 for a combined total in both accounts of \$34,174.61. In addition, \$545.87 remains in the Town computer savings account. Benninger added that the Town has received all of its expected 2019 state aids other than for one more Shared Aids payment in November.

Motion by Sup. Keach, seconded by Sup. Crave, to approve Treasurer Benninger's monthly financial report as distributed. Keach's motion carried 3-0 on a voice vote.

Motion by Sup. Keach, seconded by Sup. Crave, to authorize Clerk Thompson to pay all of the October bills presented. Keach's motion carried 3-0 on a voice vote.

The Board then reviewed the following correspondence received since the Board's September monthly meeting:

1. BITCO Insurance Companies' notification that reports of work-related injuries or illnesses should be submitted directly to its field claims offices
2. Certificate of liability insurance for Zechzer Excavating Inc. from Richards Insurance
3. Dane County Planning & Development notification of the October 22nd public hearing on amendments to the Dane County Farmland Preservation Plan to bring it into consistency with previously adopted amendments to the Dane County Comprehensive Plan
4. 911 Joint Powers Agreement (effective January 1, 2020, through December 31, 2020) from Dodge County Sheriff's Office
5. Quarterly contribution report from Department of Workforce Development for completion and submission
6. DOT reminder of the early (October 11, 2019) deadline for local roads certification and pavement ratings
7. Columbia County Planning & Zoning Department notification that the Columbia County Board of Supervisors had approved on September 18, 2019, designated amendments to the Columbia County Comprehensive Plan 2030
8. Wisconsin Department of Revenue notification of the Town's estimated 2020 exempt computer aid: \$36.37
9. September Lifestar report
10. Nationwide confirmation of contributions (\$1,714.70) received and invested on September 26, 2019
11. Notification from Division of Transportation Investment Management of the Town's Year 2020 estimated General Transportation Aids: \$113,109.12
12. Wisconsin Towns Association October 2019
13. Election security subgrant program announcement from Wisconsin Elections Commission
14. Information regarding an East Central Regional Cyber workshop from Amy Nehls

15. Letter from Dodge County Highway Commission regarding October 16 meeting to discuss the 2020-2021 Local Road Improvement Program
16. Information from Joe Meagher regarding upcoming Senior Officials workshop in Fond du Lac
17. Wisconsin Department of Administration notification of the final estimate of the Town's January 1, 2019, population: 1,092 of which approximately 866 are estimated to be of voting age
18. Listing from General Engineering Company of 2019 Town building permit applications thus far received.

No Board members had anything additional to report.

With no other business needing to be addressed at the time, motion by Chr. Spoke, seconded by Sup. Crave, to adjourn. Spoke's motion carried 3-0 on a voice vote at 8:45 P.M.

**OCTOBER 2019 BILLS APPROVED FOR PAYMENT**

3727 We Energies	\$ 11.97
3728 United States Treasury	559.58
3729 Joseph Pantely	460.82
3730	VOID
3731 City of Columbus	1,524.80
3732 Wolff Sand & Gravel, LLC	6,580.00
3733 Leader Printing Co., Inc.	65.00
3734 Advanced Disposal	586.60
3735 General Engineering Company	99.00
3736 Waterloo Utilities	<u>248.49</u>

TOTAL: \$10,136.26

Nancy L. Thompson, Clerk