

TOWN OF OSCEOLA
BOARD OF SUPERVISORS MEETING
Monday, April 11, 2022 — 6:30 p.m.

Meeting Minutes

The Board of Supervisors of the Town of Osceola met for a regular monthly meeting Monday, April 11, 2022, at 6:30 p.m. at the Osceola Town Hall, Dresser, Wisconsin.

CALL TO ORDER: Chair Lindh called the regular meeting to order at 6:30 p.m.

VERIFICATION OF MEETING POSTING: Clerk Skjerven confirmed that the notice was posted at the Town Hall, Dresser Post Office, the First Community National Bank, the Town Web Site, and the Town Facebook page.

PLEDGE: Lindh led the Pledge of Allegiance to the United States Flag.

PRESENT: Chair Lindh, Supervisors Everson and Gustafson.

ABSENT: Supervisor Cronick.

PUBLIC ATTENDEES: Clerk Skjerven, Treasurer Carlson, Public Works Supervisor Raddatz, Debbie Thompson, Jim Brundage, Jim Berg, Gae and Tom Magnafici, Bernie Desmarais, Warren Johnson, Tyler Dye, Madee Stener, Ed Everson, Sandy Ball, Jeremy and Teresa Utke, Mark Skjerven, Cindy Thorman, and Nealy Corcoran from the Osceola Sun.

CHECK PRESENTATION AND APPROVAL OF BILLS

A packet of check detail was provided at the meeting by Treasurer Carlson.

MOTION BY EVERSON/GUSTAFSON TO APPROVE THE TREASURER'S LIST OF CHECKS AND AUTOMATED PAYMENTS AS PRESENTED TOTALLING \$123,592.45 AND NUMBERS 18055 THROUGH 18143 AND ACH PAYMENTS AS PRESENTED. MOTION CARRIED.

ACCEPTANCE OF PROPOSED AGENDA

MOTION BY EVERSON/GUSTAFSON TO AMEND THE AGENDA TO MOVE THE FIRST ITEM UNDER NEW BUSINESS CONSIDER APPOINTING A TOWN BOARD SUPERVISOR TO FILL THE VACANT POSITION TO BE THE FIRST ITEM FOR CONSIDERATION UNDER OLD BUSINESS, AND TO APPROVE AS AMENDED THE APRIL 11, 2022 AGENDA. MOTION CARRIED.

MEETING MINUTES

MOTION BY EVERSON/LINDH TO APPROVE THE 3/7/2022 TOWN BOARD MEETING MINUTES AND THE 3/24/2022 SPECIAL TOWN BOARD MEETING MINUTES AS PRESENTED. MOTION CARRIED.

PUBLIC COMMENT

Jim Brundage mentioned he has now worked at two Town elections as a poll worker and he sees first hand how all poll workers involved are committed to assuring each voter gets to cast one ballot. Jim has concerns about there not being a way to reconcile the candidate counts, as the voter equipment machines did all the counts. His view of Wisconsin's voting system is that there are inflated voter rolls...

approximately +29% was added to Wisconsin's voter rolls within 10 months prior to the November 2020 General Election (approximately 957,000 new names were added to voter rolls). In his opinion, the absentee ballot drop boxes were stuffed by more than just the actual voter. He believes the State of Wisconsin was duped by Command Central whereby Command Central forced a purchase of new voting equipment and thereby also forced a release of the Town's voter equipment to themselves when otherwise the equipment should have been retained for a minimum of 22 months by local jurisdictions. In his view, the Town needs an entire new election system, and the Town should not use the voting equipment unless the Town can reconcile all with hand counting.

Teresa Utke expressed the importance of having election poll workers attend training and work at elections because of the significant investment in training and commitment in these important roles to the Town for its elections. And, Utke also mentioned at the last Osceola School Board meeting it was announced that the Osceola School Board will no longer post the School Board agendas unless specifically requested, and will only provide the agendas to a newspaper. Utke requested the Board consider reaching out to the Osceola School District and request the agendas be given to the Clerk on a regular basis.

PUBLIC WORKS REPORT

Raddatz reported the hitch was built on the dump truck and it has been wired to be able to pull the spray patcher equipment.

Both Raddatz and Gaffney attended a Mine Safety and Health Administration (MSHA) training session at Garfield. They both worked on thawing out culverts on Behning Creek Road, 120th, 85th, and 90th roads, and assisted Alden thaw Alden's culverts with the pressure washer.

There was tree trimming needing to be done after the ice and snowstorm during March. The road weight restrictions signs were put up throughout the Town.

Raddatz hauled 100 tons of leftover stockpile from Dresser Trap Rock to the Town Shop from last year's chip sealing. Raddatz and Gafney have also been busy filling potholes, and they serviced the 1-ton truck, changing oil and air filters.

The Town's January purchase of the speed limit electronic sign from ElanCity arrived. Raddatz has been working on downloading the program and getting the sign functional for the Town's use. The sign's initial placement will be on 200th near Horse Lake Lane.

Supervisor Gustafson expressed gratitude for the work both Raddatz and Gaffney have been doing while starting to work with each other, along with building partnerships with neighboring municipalities.

Spray patching work will be able to start once the oil is available from Farmington. Raddatz already has the needed rock.

TREASURER'S REPORT

Treasurer Carlson reviewed current bank balances as of April 4, 2022: General Fund \$67,113.51; General Money Market Account \$440,026.83; Tax Receipt Account \$381,550.95; Dresser Traprock

Assurance \$15,048.86; Royal Credit Union CD (from ARPA \$\$s) \$151,441.13; Royal Credit Union general account of \$141.52; Royal Credit Union Money Market Public Works account \$50,081.01.

Carlson also shared the latest Profit & Loss Budget vs. Actual Report through April 15, 2022. And, Carlson mentioned there were 194 broadband grant applications that were submitted by the March 17, 2022 submission deadline.

MOTION BY GUSTAFSON/EVERSON TO APPROVE THE TREASURER'S REPORT AS PRESENTED. MOTION CARRIED.

CLERK'S REPORT

Clerk Skjerven gave a report out of work activities during the month of March, involving ordinance updates (some yet in draft form) to Chapter 8: driveway permit approvals (adopted), Chapter 2: Governing Body (draft changes), Use of Virtual Meeting Equipment (Ordinance 22-04-11), Resolution 22-03-07 to set Town board meeting date, disseminating of four building permits and one driveway permit, meeting preparation and minutes, handling one public request, prepared five ads (primarily for the Spring Election), but also for temporary weight restrictions and to notice the annual Town meeting, kept the Town's website updated, handling walk-ins (primarily burn permits), and election work efforts included: involvement with the April 5th Spring Election, posting of notices, handling absentee ballot processing and in-person absentee ballot voting, write-in training for poll workers, and conducting the public test of voter equipment.

CONSIDER APPOINTING A TOWN BOARD SUPERVISOR TO FILL THE VACANT POSITION

The Board previously discussed they were having difficulty filling the Town Board Supervisor position vacated by Mike Wallis in early August 2021. It was noted by the Board they would consider after the April 2022 election the individual that received the most write-in votes during the April 2022 Spring Election. There were 37 write-ins, and a few write-in names were not even residents within the Town of Osceola. Three Town of Osceola residents were written in: Bernie Desmarais, Bob Wright, and Neal Gustafson. Discussion ensued by the Board on this topic as to whether to consider write-in persons to fill the open Town Board Supervisor position. Everson expressed happiness to learn Bernie received the highest number of write-in votes, and that Bernie expressed interest in filling the position.

MOTION BY EVERSON/GUSTAFSON TO APPOINT BERNIE DESMARAIS FOR THE TOWN BOARD SUPERVISOR POSITION, OPENED BY MIKE WALLIS' DEPARTURE, AND THE BOARD TERM WOULD EXPIRE IN APRIL OF 2023 AT THE ANNUAL TOWN MEETING. AYES: LINDH/EVERSON/GUSTAFSON/SKJERVEN; NAYS: NONE. MOTION CARRIED.

Clerk Skjerven proceeded to swear in Bernie Desmarais as a new Town Board Supervisor, effective for a one-year term.

OLD BUSINESS

CONSIDER DWIGHT LAKE BOAT LANDING IMPROVEMENTS

Nothing new to report.

CONSIDER SIMMON DRIVE ROAD PROJECT

Nothing new to report.

CONSIDER TOWN WEBSITE UPDATES

Carlson mentioned that the Town's current website consultant has completed re-writing the code language and is in the process of shifting older documents from the website to the Amazon cloud storage area and is bringing the Town's web site to the new standards by the end of the week.

The next discussion topic on the Town's website is whether to change any of the look, format, and operational aspects of the Town's website pages. The current website consultant used by the Town does not charge a monthly fee for services unlike other vendors with which the Treasurer has spoken at a ballpark charge of \$14.00-16.50 a month to host the Town's website, along with set up charges. Carlson and Skjerven will be talking further with the Town's current website consultant on Monday, April 18th to go through potential re-designs and shortcuts that can be utilized and will provide another update at the Board's May 7th meeting.

CONSIDER MICROSOFT TEAMS IMPLEMENTATION WORK EFFORTS AND COSTS

With Microsoft Teams, meetings will be able to be recorded and stored on the Cloud, which has a lot of storage (equal to approximately 100 gigabytes), which would allow several years' worth of storage for the Town's recordings. [Each Town computer has that amount of storage capability available in the Cloud.] There is no cost for the Cloud storage. The Town's attorney indicated recording and storing of Town meetings is not required. Access to the recordings once the recordings are on the Teams cloud platform can be done from any of the Town's computers. A second way of recording the meetings would be to utilize the same recording method currently used for Town Board meetings. Type written meeting minutes would still be completed.

MOTION BY DESMARAIS/GUSTAFSON TO UTILIZE MICROSOFT TEAMS TO RECORD PUBLIC TOWN MEETINGS, BOTH BOARD AND PLAN COMMISSION MEETINGS. AYES: LINDH/DESMARAIS/GUSTAFSON; NAYS: EVERSON. MOTION CARRIED.

NEW BUSINESS**CONSIDER ROAD BIDS**

Chair Lindh has not yet received the road bids information from Delmore Consulting when they were to have been received in time for this April Town Board meeting. Lindh will follow up with Delmore on Tuesday and there will likely need to be a special meeting to proceed with next steps on the Town's road bids.

CONSIDER LAWCARE BIDS

For 2022 services, the Board received four bids for lawncare services from: White Pine Property Management (\$130 per time, plus \$75 per time for lawn treatment), Lakefront Lawn and Dock Services (\$120 per time), Mallin Lawn Care/Landscaping (\$150 per time), and Willey's Lawn & Outdoor Service (\$160 per time) for services at Town Hall (516 East Ave. No.), at Sand Lake, and at Dwight Lake landing.

Everson inquired as to why the Town needs lawncare services provided by an external service provider rather than having the work done by the Town's two Public Works' full-time positions. At the current time, the Town does not own a mower nor does the Town have a trailer to haul the mower on. Everson

asked the Board to consider at a later date (for 2023 budget consideration) whether to purchase a mower and trailer. Chair Lindh agreed this topic should be further discussed later this year.

MOTION BY GUSTAFSON/DESMARAIS TO ACCEPT THE LAWN CARE BID FROM LAKEFRONT LAWN AND DOCK SERVICES FOR \$120 PER TIME FOR MOWING AT DWIGHT LAKE, SAND LAKE, AND THE TOWN HALL. MOTION CARRIED.

Treasurer Carlson will connect with Tyler Dye from Lakefront Lawn and Dock Services for the needed paperwork to get all in place prior to them providing services in 2022.

CONSIDER LETTER TO POLK COUNTY ZONING REGARDING TOWN OF OSCEOLA ORDINANCES OVERRIDING COUNTY ZONING

A letter was originally drafted in January 2022 to be sent to Jason Kjeseth, Polk County Zoning Administrator, Land Information Department, whose purpose was to raise awareness that there are Town Ordinances that conflict and technically override established policies and practices of zoning within Polk County's Land Information Department. Chair Lindh asked Desmarais whether Desmarais had any additional comments to share on the letter content, as Desmarais was Chair of the Plan Commission when the letter was brought forth to the Plan Commission in December in preparation for bringing the letter to the Board at the Board's January meeting. Desmarais expressed agreement with the letter content.

MOTION BY DESMARAIS/LINDH FOR THE BOARD TO APPROVE THE LETTER TO THE POLK COUNTY ZONING ADMINISTRATOR, JASON KJESETH, LAND INFORMATION DEPARTMENT, REGARDING TOWN OF OSCEOLA ORDINANCES OVERRIDING COUNTY ZONING AS SENT ON BY THE PLAN COMMISSION. MOTION CARRIED.

The letter will be revised slightly in the signatory area to add Desmarais' name as a Town Board Supervisor.

CONSIDER PLEASANT PRAIRIE CEMETERY APRIL MEETING IN TOWN HALL

Bill Robins contacted the Clerk requesting the use of the Osceola Town Hall for the Pleasant Prairie Cemetery April meeting, possibly to be scheduled for April 21st.

MOTION BY GUSTAFSON/EVERSON TO ALLOW PLEASANT PRAIRIE CEMETARY GROUP TO HOLD THE PLEASANT PRAIRIE CEMETERY APRIL MEETING AT THE TOWN OF OSCEOLA TOWN HALL. MOTION CARRIED.

CONSIDER CEMETERY FUNDS REQUESTS

The Town Board has received 2022 cemetery fund requests from Bethesda Cemetery, Pleasant Prairie Cemetery, and Sand Lake Cemetery, and each provided financials. The fund amounts granted in the past have varied, and Everson requested going forward a more even amount be given to each of the requestors. Desmarais' suggestion was to give each group the same amount they received in 2021 and to change the Town Board's approach starting with 2023.

MOTION BY LINDH/GUSTAFSON TO DIVIDE EQUALLY THE CURRENT BUDGET AMOUNT OF \$2,000.00 TO THE THREE CEMETERY REQUESTORS: BETHESDA CEMETERY, PLEASANT PRAIRIE CEMETERY AND SAND LAKE CEMETERY. MOTION CARRIED.

Everson and Lindh asked the Clerk to annually send out a mailing to all of the cemeteries within the Town to inform them of the cemetery fund application request process.

CONSIDER 2021 AUDIT

CliftonLarsonAllen(CLA) provided a booklet to the Board containing the results of the 2021 audit. A representative from CliftonLarsonAllen will be present at the May 2, 2022 Town Board meeting to give a presentation of the 2021 audit findings. There are no concerns raised by CliftonLarsonAllen of the 2021 audit results. There was a motion made at the April 2021 Annual Town Meeting to request the 2021 audit be conducted prior to the annual meeting.

MOTION BY EVERSON/GUSTAFSON TO ACCEPT THE 2021 AUDIT SUBMITTED BY CLIFTONLARSONALLEN AS PRESENTED, WITH THE UNDERSTANDING A CLIFTONLARSONALLEN REPRESENTATIVE WILL BE PRESENT AT THE MAY 2, 2022 TOWN BOARD MEETING TO DO A FORMAL PRESENTATION OF THE 2021 AUDIT RESULTS. MOTION CARRIED.

CONSIDER ORDINANCE 22-04-11: USE OF VIRTUAL MEETING EQUIPMENT

The ordinance would be an insertion update to a portion of Chapter 2, the Governing Body, Section 2.02 Meetings, to better clarify the use of remote meeting equipment and how it pertains to meeting attendance.

Lindh noted the ordinance will need to be revised slightly in the signatory area to add Desmarais' name as a Town Board Supervisor.

MOTION BY DESMARAIS/GUSTAFSON TO APPROVE ORDINANCE 22-04-11 FOR USE OF VIRTUAL MEETING EQUIPMENT. MOTION CARRIED.

CONSIDER CHAPTER 2: THE GOVERNING BODY ORDINANCE

Included in what the Board reviewed is a rough draft of potential changes to the Chapter 2 ordinance. At this time the draft is being used by the Board for consideration purposes only.

Lindh had one comment related to section 2.03 and asked that item 10 be shown as Clerk and Treasurer's reports. Everson indicated the Committees should only be listed and not detailed, as they are fluid as applicable matters arise. Lindh confirmed the intention is the Committees are filled only by Board members. The Board requested the Clerk revise the document as discussed and to have a clean copy ready for discussion at the May 2, 2022 Town Board meeting.

CONSIDER RESOLUTION 22-04-11: FOR REMOTE MEETING PROCEDURE USING INTERNET MEETING SERVICES

The purpose of Resolution 22-04-11 was to cover the operational aspects of using internet meeting services. Clerk Skjerven was asked by the Board to revise the resolution to better note the resolution's tie in within the adopted ordinance on virtual meetings. Board members will share feedback to Skjerven and this topic will be discussed again at the May 2, 2022 Town Board meeting.

CHAIRMAN'S REPORT

Chair Lindh attended a Fire Board meeting and at that meeting there was an election of a new Chief Officer for the Fire Board. Kevin Christensen was named as the new Chief Fire Marshall.

Lindh asked each of the Board members to think about and communicate to Clerk Skjerven what committees and commissions they would like to be on as the topic of assignments for these will be on the May 2, 2022 Board meeting agenda.

SUPERVISOR'S REPORT/CRONICK

No report as Cronick was absent.

SUPERVISOR'S REPORT/DESMARAIS

Desmarais mentioned there was an applicant that presented to the Plan Commission in March a variance to the road setback in order to build a boathouse on 847 200th St. The Plan Commission requested the applicant obtain a property survey to assist with more accurate measurements regarding the setback, and to also obtain a driveway permit if there are plans for the applicant to expand the driveway.

The Plan Commission will be getting back to making updates to the Comprehensive Plan to update applicable areas once current data regarding the Town's census is made available from the U.S. Census Bureau.

Lindh and Gustafson briefly discussed the upcoming need to change the Plan Commission membership to only have one Board member be on the Plan Commission, and the Chair of the Plan Commission cannot be on the Town Board. Chair Lindh noted there is an opening up for applications for Plan Commission membership and the applicants and Board representation on the Plan Commission will be discussed at the Board's May 2, 2022 meeting. For the April Plan Commission meeting, Lindh asked that Supervisor Cronick step down from the Plan Commission, and Desmarais will discuss this topic further with Jon.

SUPERVISOR'S REPORT/EVERSON

Nothing to report.

SUPERVISOR'S REPORT/GUSTAFSON

Nothing to report.

FUTURE AGENDA ITEMS

- Old Business:
 - Consider Dwight Lake Boat Landing Improvements
 - Consider Town Website Updates
- New Business:
 - Consider Road Bids
 - Consider 2021 Audit
 - Consider Board Committee Assignments, including Board Representation on Plan Commission
 - Consider Plan Commission Membership Applicants
 - Consider Chapter 2: The Governing Body Ordinance
 - Consider Resolution 22-04-11: For Remote Meeting Procedure Using Internet Meeting Services

ANNUAL TOWN MEETING

April 19, 2022, 6:30 p.m. in the Town Hall

NEXT PLAN COMMISSION MEETING

April 26, 2022, 6:00 p.m.

NEXT TOWN BOARD MEETING

May 2, 2022, 6:30 p.m.

COMMUNITY MEETINGS BOARD MEMBERS ATTEND

Allied Emergency Services: April 21

ADJOURN

MOTION BY GUSTAFSON/DESMARAIS TO ADJOURN THE TOWN BOARD MEETING MONDAY, APRIL 11, 2022. MOTION CARRIED. The meeting adjourned at 8:03 p.m.

To be approved: June 6, 2022

Approved:

6/6/22

Denise Skjerven

Denise Skjerven, Town Clerk