

**TOWN OF OSCEOLA
TOWN BOARD OF SUPERVISORS
REGULAR BOARD MEETING**

Monday, March 6, 2023 – 6:30 P.M.

Town Hall - 516 East Avenue North, Dresser WI

Virtual - Open Meeting via Microsoft Teams

To join via Teams: See Meetings, Notices/Agendas on www.townofosceola.com

Agenda Can Change Up to 24 Hours Prior to Meeting

MEETING AGENDA

1. Call Meeting to Order
2. Verification of Meeting Posting
3. Pledge of Allegiance
4. Roll Call
5. Presentation and Approval of Bills *1-6*
6. Acceptance of Proposed Agenda
7. Approval of Minutes of Previous Meetings: 2/6/2023 and 2/13/2023 Special Town Bd. Mtgs. and 2/6/2023 Regular Town Bd. Mtg.
8. Public Comment *9-18*
9. Public Works Report *19*
10. Treasurer's Report *20-24ab*
11. Clerk's Report *25*
12. Old Business
 - a) Consider Dwight Lake Boat Landing Improvements
 - b) Consider Bids Received for 2023 Road Improvement Projects *26*
 - c) Consider 2023/24 Lawn Care Bids Received *27*
 - d) Consider Mailboxes Draft Ordinance 23-01-01 and Resolution 23-03-06 Amendment of Fee Schedule *28-38*
 - e) Consider Next Steps to Update WISLR 94th Ave. as Town Road *39-44*
 - f) Consider HVAC Improvements (with possible grant assistance)
 - g) Consider 2022 Auditing Services Management Services Agreement and Statement of Work (for year ended 12/31/2022) *45-59*
13. New Business
 - a) Consider Authorization of Seasonal Weight Restrictions on all Town Roads *60*
 - b) Consider Comprehensive Plan Data Updates
 - c) Consider April Regular Town Board Meeting Date Change
14. Chair's Report
15. Supervisors' Reports
 - a) Jon Cronick: Supervisor and Plan Commission Update, including 2/28/23 minutes *61-62*
 - b) Tony Johnson
 - c) Debbie Thompson
16. Committee Reports: Consideration/Review/Discussion
 - a) Finance
 - b) Media & Technology
 - c) Personnel
 - d) Public Works
17. Request for Future Meeting Agenda Items
18. Next Plan Commission Meeting – Tues., March 28, 2023
19. Next Town Board Meeting – Date TBD (see 13(c))
20. Next Town Annual Meeting – Tues., April 18, 2023
21. Community Meetings Board Members Attend: None at this time
22. Adjournment

Notice is hereby given that a quorum of the Town of Osceola Plan Commission may be present at this meeting of the Town Board of Supervisors scheduled as noted above to gather information about a subject over which they have recommendation-making responsibility. The Plan Commission will take no formal action at this meeting.

Please note that, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact the Clerk's office at (715)755-3060.

AFFIDAVIT OF POSTING: I hereby certify that this notice has been posted at the Dresser Post Office, the Town Hall, the First National Community Bank, the Town Web Site, and the Town Facebook site. /s/ Denise Skjerven, Clerk

TOWN OF OSCEOLA
Check Detail
February 7 through March 6, 2023

Type	Date	Num	Name	Account	Original Amount
Check	02/08/2023	ACH	We Energies	11110 · MidWest One Checking Account	-774.00
				51612 · Gas Utilities	774.00
TOTAL					774.00
Liability Check	02/12/2023	ACH	IRS	11110 · MidWest One Checking Account	-3,939.04
				21500 · Payroll Liabilities	1,563.00
				21500 · Payroll Liabilities	962.84
				21500 · Payroll Liabilities	962.84
				21500 · Payroll Liabilities	225.18
				21500 · Payroll Liabilities	225.18
TOTAL					3,939.04
Liability Check	02/12/2023	ACH	Wisconsin Dept of Revenue	11110 · MidWest One Checking Account	-560.91
				21500 · Payroll Liabilities	560.91
TOTAL					560.91
Liability Check	02/12/2023	ACH	Wisconsin Retirement System	11110 · MidWest One Checking Account	-1,564.74
				21500 · Payroll Liabilities	367.93
				21500 · Payroll Liabilities	298.87
				21500 · Payroll Liabilities	69.06
				21500 · Payroll Liabilities	414.44
				21500 · Payroll Liabilities	344.04
				21500 · Payroll Liabilities	70.40
TOTAL					1,564.74
Check	02/14/2023	ACH	Charter Communications	11110 · MidWest One Checking Account	-139.98
				51616 · Telephone/Internet	139.98
TOTAL					139.98
Check	02/16/2023	ACH	Xcel Energy	11110 · MidWest One Checking Account	-159.65
				51611 · Electric Utilities	159.65
TOTAL					159.65
Check	02/17/2023	ACH	Kwik Trip	11110 · MidWest One Checking Account	-1,034.86
				53241 · Fuel	1,034.86
TOTAL					1,034.86
Check	02/17/2023	ACH	Menards - St. Croix Falls	11110 · MidWest One Checking Account	-17.91
				Operating Supplies	17.91
TOTAL					17.91
Check	02/17/2023	ACH	Menards - St. Croix Falls	11110 · MidWest One Checking Account	-4.00
				Publications	4.00
TOTAL					4.00
Check	02/17/2023	ACH	AFLAC	11110 · MidWest One Checking Account	-257.32
				21590 · Short Term Disability	71.76
				21590 · Short Term Disability	59.80
				21500 · Payroll Liabilities	125.76
TOTAL					257.32

TOWN OF OSCEOLA
Check Detail
February 7 through March 6, 2023

2

Type	Date	Num	Name	Account	Original Amount
Check	02/22/2023	ACH	amazon	11110 · MidWest One Checking Account	-25.34
				51425 · Office Supplies	25.34
TOTAL					25.34
Check	02/22/2023	ACH	Printelect On Line	11110 · MidWest One Checking Account	-22.10
				Supplies	47.48
				Supplies	-25.38
TOTAL					22.10
Check	02/24/2023	ACH	MidWest One Bank	11110 · MidWest One Checking Account	-215.51
				53240 · Equipment Repairs & Maintenance	83.15
				Garage Expenses	45.76
				Garage Expenses	6.25
				Garage Expenses	71.45
				53240 · Equipment Repairs & Maintenance	8.90
TOTAL					215.51
Check	02/24/2023	ACH	Menards - St. Croix Falls	11110 · MidWest One Checking Account	-72.89
				Supplies	72.89
TOTAL					72.89
Check	02/28/2023	ACH	amazon	11110 · MidWest One Checking Account	-52.74
				51425 · Office Supplies	52.74
TOTAL					52.74
Check	03/02/2023	ACH	E. O. Johnson Co.	11110 · MidWest One Checking Account	-125.00
				51425 · Office Supplies	125.00
TOTAL					125.00
Check	03/02/2023	ACH	Verizon	11110 · MidWest One Checking Account	-79.41
				53254 · PW Cell Phone	79.41
TOTAL					79.41
Paycheck	02/17/2023	18643	Carlson, Janice	11110 · MidWest One Checking Account	-1,031.29
				Treasurer Wages	761.01
			Tax Collection	Treasurer Wages	554.11
TOTAL					1,031.29
Paycheck	02/17/2023	18644	Gaffney, Joseph J	11110 · MidWest One Checking Account	-1,331.86
				Full-Time PW Wages (Wages for Full Time Employe	1,648.00
				Full Time PW OT Wages (Wages paid at 1.5 for O	18.23
				53246 · Supervisor PW Wages	384.62
TOTAL					1,331.86
Paycheck	02/17/2023	18645	Raddatz, Todd A	11110 · MidWest One Checking Account	-1,581.77
				53246 · Supervisor PW Wages	2,160.00
				53246 · Supervisor PW Wages	0.41
				53246 · Supervisor PW Wages	461.54
TOTAL					1,581.77
Paycheck	02/17/2023	18646	Skjerven, Denise K	11110 · MidWest One Checking Account	-766.23

TOWN OF OSCEOLA
Check Detail
February 7 through March 6, 2023

3

Type	Date	Num	Name	Account	Original Amount
				Clerk Wages	1,109.59
TOTAL					766.23
Check	02/13/2023	18647	Polk County Treasurer	11110 · MidWest One Checking Account	-547,619.17
				41229 · Property Tax Settlement-County	546,940.72
				41008 · In Lieu of Tax - DNR Land	678.45
TOTAL					547,619.17
Check	02/13/2023	18648	Osceola School District	11110 · MidWest One Checking Account	-787,562.13
				Property Tax Settlement-Schools	786,243.52
				41008 · In Lieu of Tax - DNR Land	1,318.61
TOTAL					787,562.13
Check	02/13/2023	18649	SCF School District	11110 · MidWest One Checking Account	-293,989.08
				Property Tax Settlement-Schools	293,989.08
TOTAL					293,989.08
Check	02/13/2023	18650	Northwoods Technical College	11110 · MidWest One Checking Account	-42,076.66
				Property Tax Settlement-VoTech	42,024.24
				41008 · In Lieu of Tax - DNR Land	52.42
TOTAL					42,076.66
Paycheck	03/03/2023	18651	Brundage, James G	11110 · MidWest One Checking Account	-120.64
				51442 · Wages	120.64
TOTAL					120.64
Paycheck	03/03/2023	18652	Carlson, Trishia K	11110 · MidWest One Checking Account	-107.19
				51442 · Wages	117.19
TOTAL					107.19
Paycheck	03/03/2023	18653	Conway, Janet I	11110 · MidWest One Checking Account	-83.38
				51442 · Wages	83.38
TOTAL					83.38
Paycheck	03/03/2023	18654	Gallagher, Sara L	11110 · MidWest One Checking Account	-82.23
				51442 · Wages	82.23
TOTAL					82.23
Paycheck	03/03/2023	18655	Heidelberger, Cynthia S	11110 · MidWest One Checking Account	-4.03
				51442 · Wages	4.03
TOTAL					4.03
Paycheck	03/03/2023	18656	Kotilinek, Cherie A.	11110 · MidWest One Checking Account	-12.54
				51442 · Wages	12.54
TOTAL					12.54
Paycheck	03/03/2023	18657	Minell, Julie	11110 · MidWest One Checking Account	-58.65
				51442 · Wages	58.65
TOTAL					58.65
Paycheck	03/03/2023	18658	Pieper I, Emmy	11110 · MidWest One Checking Account	-83.38

TOWN OF OSCEOLA
Check Detail
February 7 through March 6, 2023

4

Type	Date	Num	Name	Account	Original Amount
				51442 · Wages	83.38
TOTAL					83.38
Paycheck	03/03/2023	18659	Pieper I, Gerald	11110 · MidWest One Checking Account	-59.69
				51442 · Wages	59.69
TOTAL					59.69
Paycheck	03/03/2023	18660	Rochford, Jeanette M	11110 · MidWest One Checking Account	-82.00
				51442 · Wages	82.00
TOTAL					82.00
Paycheck	03/03/2023	18661	Wallis, Terilyn K	11110 · MidWest One Checking Account	-240.13
				51442 · Wages	240.13
TOTAL					240.13
Paycheck	03/03/2023	18662	Yost, Carolyn E	11110 · MidWest One Checking Account	-83.03
				51442 · Wages	83.03
TOTAL					83.03
Paycheck	02/27/2023	18663	Kotilinek, Cherie A.	11110 · MidWest One Checking Account	-69.00
				51442 · Wages	69.00
TOTAL					69.00
Paycheck	03/03/2023	18664	Carlson, Janice	11110 · MidWest One Checking Account	-797.21
				Treasurer Wages	1,002.93
TOTAL					797.21
Paycheck	03/03/2023	18665	Gaffney, Joseph J	11110 · MidWest One Checking Account	-1,489.42
				Full-Time PW Wages (Wages for Full Time Employ	1,483.82
				Full Time PW OT Wages (Wages paid at 1.5 for O	249.67
				Full-Time PW Wages (Wages for Full Time Employ	164.80
				53246 · Supervisor PW Wages	384.62
TOTAL					1,489.42
Paycheck	03/03/2023	18666	Raddatz, Todd A	11110 · MidWest One Checking Account	-1,738.82
				53246 · Supervisor PW Wages	1,656.72
				53246 · Supervisor PW Wages	265.68
				53246 · Supervisor PW Wages	216.00
				53246 · Supervisor PW Wages	284.31
				53246 · Supervisor PW Wages	461.54
TOTAL					1,738.82
Paycheck	03/03/2023	18667	Skjerven, Denise K	11110 · MidWest One Checking Account	-989.03
				Clerk Wages	1,412.40
TOTAL					989.03
Check	02/27/2023	18672	Alvero LLC	11110 · MidWest One Checking Account	-5,600.00
				Garage Expenses	5,600.00
TOTAL					5,600.00
Check	02/27/2023	18673	Board of Commissioners of Public Lands	11110 · MidWest One Checking Account	-50,308.15

TOWN OF OSCEOLA
Check Detail
February 7 through March 6, 2023

5

Type	Date	Num	Name	Account	Original Amount
				58100 · Fire Station Principal Payment	43,458.70
				58101 · Fire Station Interest Payment	6,849.45
TOTAL					50,308.15
Check	02/27/2023	18674	CarQuest Osceola	11110 · MidWest One Checking Account	-243.41
				53240 · Equipment Repairs & Maintenance	23.34
				53240 · Equipment Repairs & Maintenance	220.07
TOTAL					243.41
Check	02/27/2023	18675	Connecting Point	11110 · MidWest One Checking Account	-570.00
				51435 · Website & Computer Expenses	471.00
				Computer/Emails	48.00
				Computer/Email	51.00
TOTAL					570.00
Check	02/27/2023	18676	Goldstar Products Inc	11110 · MidWest One Checking Account	-612.80
				53248 · Road Maintenance & Repair	612.80
TOTAL					612.80
Check	02/27/2023	18677	CWS Security	11110 · MidWest One Checking Account	-61.00
				Bldg Repairs & Maint	61.00
TOTAL					61.00
Check	02/27/2023	18678	Jones, Jolene	11110 · MidWest One Checking Account	-246.67
				51435 · Website & Computer Expenses	226.67
				51435 · Website & Computer Expenses	20.00
TOTAL					246.67
Check	02/27/2023	18679	Polk County Highway Dept.	11110 · MidWest One Checking Account	-6,942.02
				53248 · Road Maintenance & Repair	6,942.02
TOTAL					6,942.02
Check	02/27/2023	18680	Quill Corporation	11110 · MidWest One Checking Account	-74.99
				51425 · Office Supplies	74.99
TOTAL					74.99
Check	02/27/2023	18681	Sun, The	11110 · MidWest One Checking Account	-214.50
				Publications	156.00
				Publications	58.50
TOTAL					214.50
Check	02/27/2023	18682	Bill's Ace Hardware	11110 · MidWest One Checking Account	-24.99
				Bldg Repairs & Maint	24.99
TOTAL					24.99
Check	02/27/2023	18683	Dresser Food & Liquor Inc.	11110 · MidWest One Checking Account	-996.76
				53241 · Fuel	175.00
				53241 · Fuel	113.76
				53241 · Fuel	230.00
				53241 · Fuel	115.00
				53241 · Fuel	130.00

6

TOWN OF OSCEOLA
Check Detail
February 7 through March 6, 2023

Type	Date	Num	Name	Account	Original Amount
				53241 · Fuel	122.00
				53241 · Fuel	111.00
TOTAL					996.76
Check	02/27/2023	18684	Brothers Country Mart LLC	11110 · MidWest One Checking Account	-351.00
				53241 · Fuel	86.00
				53241 · Fuel	265.00
TOTAL					351.00
Check	02/27/2023	18685	Hall, Darel	11110 · MidWest One Checking Account	-74.89
				Animal Warden Wages	25.00
				Mileage & Expenses	11.79
				Animal Warden Wages	25.00
				Mileage & Expenses	13.10
TOTAL					74.89
Check	03/05/2023	18686	Appraisal Services & Data Processing	11110 · MidWest One Checking Account	-8,144.00
				Assessor's Contract	8,144.00
TOTAL					8,144.00
Check	03/05/2023	18687	Bluestone Sand & Gravel	11110 · MidWest One Checking Account	-180.07
				53248 · Road Maintenance & Repair	180.07
TOTAL					180.07
Check	03/05/2023	18688	Bakke Norman S.C	11110 · MidWest One Checking Account	-388.50
				Municipal Attorney Fees	388.50
TOTAL					388.50
Check	03/05/2023	18689	West WI Inspection Agency	11110 · MidWest One Checking Account	-318.12
				52400 · Building Inspection Expense	318.12
TOTAL					318.12
Check	03/05/2023	18690	Brothers Country Mart LLC	11110 · MidWest One Checking Account	-413.26
				53241 · Fuel	140.00
				53241 · Fuel	135.00
				53241 · Fuel	138.26
TOTAL					413.26
Check	03/06/2023	18691	Dresser Water & Sewer Utilities	11110 · MidWest One Checking Account	-86.20
				Sanitation Expenses	86.20
TOTAL					86.20

Board bill for March 6th Meeting the amount \$1,766,955.29 ACH payments and Check Number 18603-18691

Jon Cronick _____

Tony Johnson _____

Dale Lindh _____

Debbie Thompson _____

TOWN OF OSCEOLA
BOARD OF SUPERVISORS
SPECIAL TOWN BOARD MEETING
Monday, February 6, 2023 — 5:00 p.m.
Meeting Minutes

The Board of Supervisors of the Town of Osceola met for a Special Town Board meeting Monday, February 6, 2023, beginning at 5:00 p.m. at the Osceola Town Hall, Dresser, Wisconsin.

CALL TO ORDER: Chair Lindh called the Special Town Board meeting to order at 5:25 p.m.

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

PRESENT: Chair Lindh, Supervisors Cronick and Johnson

ABSENT: Supervisor Thompson

PUBLIC ATTENDEES: Clerk Skjerven, Treasurer Carlson, Kirk and Trish Carlson.

ACCEPTANCE OF PROPOSED AGENDA

MOTION BY CRONICK/JOHNSON TO APPROVE THE AGENDA AS NOTED. MOTION CARRIED.

CONSIDER DISCUSSION AND REVIEW OF EMPLOYEE HANDBOOK

The Board along with the Clerk and Treasurer continued discussions of revisions for the employee handbook.

MOTION BY LINDH/JOHNSON TO HAVE THE CLERK SEND TO THE TOWN'S ATTORNEY THE EMPLOYEE HANDBOOK DRAFT BASED ON FINAL COMMENTS/REVISIONS AS OF TODAY'S MEETING. MOTION CARRIED.

ADJOURN

MOTION BY CRONICK/ JOHNSON TO ADJOURN THE SPECIAL TOWN BOARD MEETING MONDAY, FEBRUARY 6, 2023. MOTION CARRIED.

Being no further business to come before the Board, the Meeting adjourned at 5:53 p.m.

To be approved: March 6, 2023

Approved: _____

Denise Skjerven, Town Clerk

TOWN OF OSCEOLA
BOARD OF SUPERVISORS MEETING
Monday, February 6, 2023 — 6:30 p.m.

Meeting Minutes

The Board of Supervisors of the Town of Osceola met for a regular monthly meeting Monday, February 6, 2023, 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 National Community Bank, the Town Web site and the Town Facebook site.

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

PRESENT: Chair Lindh, Supervisors Cronick and Johnson

ABSENT: Supervisor Thompson

PUBLIC ATTENDEES: Clerk Skjerven, Treasurer Carlson, Public Works Supervisor Raddatz, Kirk and Trish Carlson, Carl Hetfeld, Donna and Jim Berg, Kristine Hammer, Ed Everson, Jim Steffen, and Sandy Ball. There were three virtual attendees: Nealy Corcoran, Mark Skjerven, and Teri Wallis.

CHECK PRESENTATION AND APPROVAL OF BILLS

A packet of check detail was provided at the meeting by Treasurer Carlson for the period January 1, 2023 through February 6, 2023.

MOTION BY CRONICK/JOHNSON TO APPROVE THE TREASURER'S LIST OF CHECKS AND AUTOMATED PAYMENTS FOR THE PERIOD JANUARY 1, 2023 THROUGH FEBRUARY 6 2023: CHECK NUMBERS 18598 THROUGH 18642 AND ACH PAYMENTS FROM JANUARY 5, 2023 THROUGH JANUARY 31, 2023 FOR A TOTAL OF \$65,892.49 AS PRESENTED. MOTION CARRIED.

ACCEPTANCE OF PROPOSED AGENDA

MOTION BY CRONICK/JOHNSON TO APPROVE THE AGENDA AS NOTED. MOTION CARRIED.

MEETING MINUTES

MOTION BY CRONICK/LINDH TO APPROVE THE 1/9/2023 SPECIAL TOWN BOARD MEETING MINUTES AND THE 1/9/2023 REGULAR TOWN BOARD MEETING MINUTES. MOTION CARRIED.

PUBLIC COMMENT

There was no public comment.

PUBLIC WORKS REPORT

Raddatz gave a detailed report of work efforts done throughout January, which included:

- Continuing to push out snow from intersections and wing town road shoulders.
- Drove to Nebraska to pick up shouldering machine.

- Snow plowed, sanded, and scraped slush as needed.
- Hauled sand.
- Washed and greased trucks and equipment.
- Repaired light ballast in Town Hall office.
- Picked up monitor for security cameras display and mounted in Town Hall office.
- Replaced broken connector on plow for the one-ton truck.
- Worked on 2023 road plan.
- Cut up downed trees.

Raddatz indicated there is approximately 80 tons (just under one-half) of sand remaining in the shed.

TREASURER'S REPORT

Treasurer Carlson informed the Board of the bank balances as of February 6th, 2023: General Fund \$241,090.34; General Money Market Account \$303,636.57; Tax Receipt Account \$2,048,831.90; Dresser Traprock Assurance \$15,074.36; ARPA \$293,388.88; and Public Works Capital \$101,039.68, totaling approximately \$3,000,000.00. Carlson will be paying the week of February 13th the school districts, Polk County, and Northwoods Technical College the collected property taxes due each.

Carlson also shared with the Board the latest 2023 Profit and Loss Budget vs. Actual report as of February 6th, 2023, and Carlson pointed out the Total Tax Collections revenue line item noting the Town has collected \$3,139,187.90 in tax collections thus far. There are a few expense items are noted as being at 100% since the Town has already made the full payment amount due, including dues being paid, along with payment for ambulance services. Under Public Works fuel, usage is approximately 23% of the budget; and garage expenses thus far is approximately 47% of budget.

MOTION BY CRONICK/JOHNSON 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 January, involving: Creation of three draft ordinances that will be discussed further on the agenda. Dissemination of one building permit (for alterations to existing properties); there were three meetings held during January.

Skjerven received five public records requests, had two ads placed for the upcoming Spring Primary election; she made updates to the Town's website regarding adding a 'Recreation' tab containing information on lakes, boat landings, and trails within the Town of Osceola, meeting notices and minutes, for and posted for elections a 'Key Dates' for the Spring Primary. Skjerven continues to receive permit requests for burning (there were 19 requests as of the end of January). Skjerven attended two online Webinars held by the Wisconsin Ethics Commission regarding preparing for the February Primary and the Spring Election. Related to elections, Skjerven is preparing for the February 21st Primary: setting up election poll workers, planning on use of only the ICE/paper ballot equipment; Teri Wallis will be the designated Chief Election Inspector for both the Primary and Spring Election; Skjerven is mailing out absentee ballots (25 thus far), and is receiving a few voter registration requests.

OLD BUSINESS

CONSIDER DWIGHT LAKE BOAT LANDING IMPROVEMENTS

Supervisor Cronick mentioned two grant applications were completed to help offset costs of the improvements. The first grant was a federal grant application for 2024, but was still submitted. The second grant application was a State of Wisconsin application grant for 2023, but it may take at least six weeks until a response is received back from the State of Wisconsin. During the six-week waiting period there can be no expenses incurred until a grant acceptance (or declination) is received, so no materials have yet been ordered. If the State of Wisconsin grant is accepted, work cannot be started until June 15th. Estimated completion of the boat landing improvements would be sometime between June 15th and July 4th 2023. Permits have been filed with the DNR. The U.S. Army Corps of Engineers is also involved.

CONSIDER ROAD PROJECTS FOR 2023 BIDS

The Public Works Committee met to discuss potential Town roads to address for improvement in 2023. Chair Lindh went through the proposal for the following roads to go out for bid in 2023:

For Chipseal/Fog: Ravine Drive from TN Rd. 51 to Termini; 94th Ave. from Termini to 240th St.; 94th Ave. from 240th St. to Termini; 120th Ave. from 210th St. to 216th St.; 195th St. from Cty Road F to 110th Ave.; 240th St. from Highway 35 to Termini; at an estimate cost of \$83,009.79.

For Pulverizing/Repaving(2.5"): 70th Ave. from Nye Lane to 210th St.; Nye Lane from 70th Ave. to County Road M; at an estimated cost of \$161,763.15. One bid would be put out for the pulverizing, and another bid for the repaving.

Spray Patching: Cessna Road from Termini to Simmon Drive; Ravine Drive from TN Rd 51 to Termini; 60th Ave. from Cty Road M to 210th St.; 60th Ave. from 218th to 240th St.; 90th Ave. from Cty Rd MM to Highway 35; 100th Ave. from 240th St. to Cty Rd S; 110th Ave. from Cty Rd Y to 200th St.; 113th Ave. from Highway 35 to Cty Rd S; 120th Ave. from 210th St. to Termini; 218th St. from 70th Ave. to Cty Road M; 240th St. from Hwy 35 to 94th Ave.; 245th St. from Termini to 113th Ave.; at an estimated cost of \$18,865.76.

Shouldering: 70th Ave. from Nye Lane to 210th St.; Nye Lane from 70th Ave. to Cty Rd M; at an estimated cost of \$35,904.00. (The Town's Public Works staff would do the shouldering work.)

Gravel Lifting (4") of Road: 70th Ave. from Nye Lane to 210th St.; Nye Lane from 70th Ave. to Cty Rd M; 90th Ave. from 195th St. to 200th St.; 195th Ave. from 90th Ave. to Cty Rd. F; 230th Ave. from 90th Ave. to Termini; at an estimated cost of \$25,281.81.

Replacing four culverts, and a couple of wedge areas at estimated costs of \$18,000.00 and \$12,000.00, respectively.

All work is estimated to be at a cost of approximately \$362,839.55, which is under the Town's 2023 road budget by approximately \$41,600.00.

MOTION BY CRONICK/JOHNSON TO SEEK ROAD BIDS FOR CHIP SEAL/FOG ON RAVINE DRIVE FROM TN RD. 51 TO TERMINI; 94TH AVE. FROM TERMINI TO 240TH ST.; 94TH AVE. FROM 240TH ST. TO TERMINI; 120TH AVE. FROM 210TH ST. TO 216TH ST.; 195TH ST. FROM CTY ROAD F TO 110TH AVE.; 240TH ST. FROM HIGHWAY 35 TO TERMINI, AND FOR PULVERIZING/REPAVING(2.5"): 70TH AVE. FROM NYE LANE TO 210TH ST.; NYE LANE FROM 70TH AVE. TO COUNTY ROAD M. MOTION CARRIED.

13

CONSIDER MAILBOXES: INSTALLATION AND REPLACEMENT

Johnson shared with the Board included information in the Board materials related to a draft ordinance, a draft fee proposal and schedule, a draft 'Request for Swinging Arm Mailbox Post' from, and a proposal received from Alvero LLC dba Herness Construction Co. an estimate for the purchase of 50 Swing SAFE Swing-Away Mailbox Supports, at a cost of \$5,600.00. With the cost estimate of \$5,600.00 for 50 Swing SAFE Swing-Away Mailbox Supports, that would put the resident cost to purchase a Swing Arm Mailbox Support at \$110.00. The purchase of the swing-away mailbox supports would be optional for Town residents, and would be available for purchase either at the time a driveway permit application is submitted or any time if a driveway already exists on the property.

The Board discussed various approaches and Supervisor Johnson will work with the Clerk to make updates to the documents and be ready to present this topic at the March Regular Town Board Meeting.

MOTION BY CRONICK/JOHNSON TO ORDER 50 SWING SAFE SWING-AWAY MAILBOX SUPPORTS FROM ALVERO LLC DBA HERNESSE CONSTRUCTION CO. AT A COST OF \$5,600.00. MOTION CARRIED.

CONSIDER BUDGET/EXPENDITURES FOR UPDATES TO COMPREHENSIVE PLAN AND TOWN SURVEY

Lindh shared with the Board included information in the Board materials received from Teri Wallis on Frequently Asked Questions(FAQ) regarding the Town of Osceola Comprehensive Plan. Specifically covered in the provided information is what is required to be done by the Town now vs. later. The Plan Commission had discussed in their meetings various cost estimates for updating figures and graphics due to the completion of the 2020 Census, and also potentially doing a survey within the Town. With the latest information in the provided FAQ, only minor revisions to the Comprehensive Plan could be considered doing now to help when writing a new Comprehensive Plan by 2030.

Lindh asked Cronick to go back to the Plan Commission asking them to only make minor revisions at this time to the Town's Comprehensive Plan without doing a Town survey.

MOTION BY LINDH/JOHNSON TO NOT PROCEED WITH INCURRING EXPENSES FOR PERFORMING A TOWN SURVEY FOR THE TOWN'S COMPREHENSIVE PLAN AND ASK THE PLAN COMMISSION TO ONLY WORK ON MINOR MODIFICATIONS TO THE TOWN'S COMPREHENSIVE PLAN WITH COMPLETION SOMETIME DURING 2023. MOTION CARRIED.

NEW BUSINESS**CONSIDER STEFFEN REZONING OF PARCEL 042-01177-0000**

Property owner Jim Steffen (at 2508 75th Ave.) would like to change the zoning of Parcel 042-01177-0000 (6.45 acres) from Residential Ag-5 to Residential R-1 (of Part of the Northeast ¼ of Southeast ¼, Section 26 Township 33 North, Range 19 West). An application, and survey maps were provided to the Plan Commission at the Plan Commission's January 24, 2023 meeting and the Plan Commission recommended that the Town Board approve the rezoning from AG5 to R1 for Parcel 042-01177-0000. Carl Hetfeld (surveyor) and Jim Steffen (property executor) attended the Board meeting and discussed this topic further with the Board.

MOTION BY LINDH/CRONICK TO APPROVE CHANGING THE ZONING ON PARCEL 042-01177-0000 TO RESIDENTIAL R-1. MOTION CARRIED.

14

CONSIDER RESOLUTION 23-02-06 TO REMOVE EXT. FROM 94TH AVE. AS TOWN ROAD

When the Town contracted in 2022 with Delmore Consulting for road services they submitted to the State of WI the road extension from 94th Ave. (.05 miles) no longer exists. Lindh indicated the State of WI and Polk County show the road does exist and is part of the Town, yet within the WISLR system the road is showing that it does not exist. Lindh will reconnect with the WISLR system contact to learn desired next steps on how to correct within the WISLR system.

CONSIDER COMPENSATION FOR TOWN BOARD MEMBERS TO HELP AS NEEDED WITH PUBLIC WORKS ISSUES

Lindh shared with the Board that Supervisor Johnson would be willing to assist the Public Works staff with snow plowing work efforts. Lindh also shared that Town officials may serve as Town employees, and the wages would need to be set by the Town electors at an annual meeting. Accordingly, Lindh suggested this be an agenda topic at the April 2023 Annual Town meeting.

CONSIDER ATTORNEY PRESENCE AT THE APRIL ANNUAL TOWN MEETING

Lindh shared with the Board that in 2022 the Town's Attorney was present at the Annual Town Meeting and that he would be willing to attend the April 2023 Annual Town Meeting.

MOTION CRONICK/JOHNSON TO HAVE TOWN ATTORNEY PRESENT AT THE APRIL ANNUAL TOWN MEETING. MOTION CARRIED.

CONSIDER HVAC IMPROVEMENTS (WITH POSSIBLE GRANT ASSISTANCE)

Cronick contacted prior Town Board member Neal Gustafson as Neal had familiarity with the current HVAC system set up within the Town Hall and Town Shop building, and has worked on past HVAC Town Hall/Shop building maintenance issues. The air conditioning unit is nearing the end of its service life, and there are vehicle exhaust smells in the Town Hall building meeting area, office, and bathroom areas due to current HVAC system duct work set up. The air conditioning unit is possibly not of adequate size for the building's size, and the duct work system is not a closed system which brings the shop fumes/smells into the entire Town Hall building. Gustafson will provide by the end of February suggested approaches for HVAC and air conditioning updates. After the Board's receipt of the information from Gustafson the Board will prepare to go out for bid for the needed HVAC (including air conditioning) improvements for the Town Hall and Town Shop building. Cronick was asked to work with Neal to facilitate the readiness of this information for the March Town Board meeting.

CONSIDER 2022 AUDITING SERVICES

Carlson mentioned the management letter has not yet been received from CliftonLarson/Allen, and will plan to bring the topic for approval at the March Town Board meeting. The audit work efforts will get started so all is completed by April 1st.

CONSIDER PROCESS FOR LAWN CARE/MOWING 2023 BIDS

The Board discussed a draft publication for request for bids for 2023 and 2024 (two seasons) for lawncare/mowing services at the following locations: 516 East Ave. North, Dwight Lake, Sand Lake, and Horse Lake.

MOTION BY CRONICK/JOHNSON TO POST THE REQUEST FOR BIDS FOR SEASONS 2023 AND 2024 LAWN CARE/MOWING AT THE LOCATIONS: 516 EAST AVE. NORTH, DWIGHT LAKE, SAND LAKE, AND HORSE LAKE. MOTION CARRIED.

15

Skjerven will get the requested ad to the Osceola Sun for two publications.

CONSIDER NOMINATION PROCESS FOR NEW PLAN COMMISSION MEMBER

Lindh pointed out to the Board there are three Plan Commission members whose terms are expiring and up for potential re-appointment in April: Jim Berg, Kim Kaiser, and Jon Cronick (as the Board representative on the Plan Commission) and seeking applications from other Town constituents could also occur. New Plan Commission member appointments would be for a term of three years, and members can only serve two terms. Chair Lindh will contact Berg, Kaiser, and Cronick about their interest in potentially being re-appointed.

The notification will go out at this time through end of March to inform that the Town was accepting applications for Plan Commission membership. Notification will be done on the Town's website and the Town's Facebook site.

MOTION CRONICK/JOHNSON TO POST ON THE TOWN WEBSITE AND TOWN FACEBOOK PAGE THAT THE TOWN IS CURRENTLY ACCEPTING APPLICATIONS THROUGH THE END OF MARCH 2023 FOR POSSIBLE PLAN COMMISSION MEMBERSHIP OF TWO MEMBER SEATS THAT ARE EXPIRING TO BE APPOINTED AT THE APRIL 2023 REGULAR TOWN BOARD MEETING. MOTION CARRIED.

CONSIDER NEXT STEPS ON RECORDS RETENTION PROJECT

Skjerven discussed with the Town Board the proposed Ordinance 23-01-02 to Adopt the Wisconsin Municipal Records Schedule and the proposed changes to Code of Ordinances Chapter 3 in section 3.07 Public Records.

MOTION LINDH/CRONICK TO ADOPT ORDINANCE #23-01-02 TO ADOPT THE WISCONSIN MUNICIPAL RECORDS SCHEDULE. AYES: CRONICK/JOHNSON/LINDH; NAYS: NONE. MOTION CARRIED.

MOTION LINDH/CRONICK TO ACCEPT THE AMENDMENTS TO CODE OF ORDINANCE CHAPTER 3 FINANCE AND TAXATION. AYES: CRONICK/JOHNSON/LINDH; NAYS: NONE. MOTION CARRIED.

Full copies of these Ordinances will be posted on the Town's website.

CONSIDER TOWN WEBSITE USAGE

Included in the Board packet were three pages of information on visitors to the Town's website during 2022: number of times visited, number of unique visitors, visit duration, documents most downloaded, and pages most often visited. The information will be used when considering potential update areas to the Town's website.

CHAIR'S REPORT

Attended the Osceola Area Ambulance Board meeting and the Fire Board meeting. For the Ambulance Board, there are not a lot of anticipated forthcoming changes. For the Fire Board, Lindh was given a copy of Allied Emergency Services, Inc. Financial Statements and Supplementary Information for Years Ended March 31, 2022 and 2021. The Fire Board talked about decommissioning one of their tanker trucks and in the near future are planning to purchase a new tanker truck. There are also discussions taking place about the possibility of remodeling the fire station in Town of Garfield after the fire station in Dresser is paid off.

16

SUPERVISOR'S REPORT/CRONICK (including Plan Commission update)

Attended the Fire Board meeting this month.

There was a Plan Commission meeting on January 24, 2023 and there were discussions held on the Steffen property and the Comprehensive Plan topics earlier discussed at this Board meeting.

SUPERVISOR'S REPORT/JOHNSON

Johnson indicated he is planning to attend the February 15th Polk County Environmental Services Committee Meeting where there is expected to be ordinance discussions regarding solar and wind for Polk County.

SUPERVISOR'S REPORT/THOMPSON

Absent.

COMMITTEE REPORTS: CONSIDERATION/REVIEW/DISCUSSION

Finance: Nothing to report.

Media & Technology: Nothing to report.

Personnel Committee: Work efforts completed on updates to the Employee Handbook. Final draft is being sent to Town's attorney for review.

Public Works: Johnson will be working with Fahrner Asphalt Sealers to get training set up regarding road projects: how they are performed and what can be learned to improve road maintenance efforts.

REQUEST FOR FUTURE MEETING AGENDA ITEMS

- Old Business:
 - Consider Dwight Lake Boat Landing Improvements
 - Consider Road Project 2023 Bids Received
 - Consider 2023/24 Lawn Care Bids Received
 - Consider HVAC Improvements (with possible grant assistance)
 - Consider Mailboxes: Installation and Replacement
 - Consider Next Steps to Update WISLR 94th Ave. as Town Road
 - Consider 2022 Auditing Services Management Services Agreement/Statement of Work
- New Business:
 - Consider April Regular Town Board Meeting Date Change

NEXT PLAN COMMISSION MEETING

February 28, 2023, 6:00 p.m.

NEXT TOWN BOARD MEETING

March 6, 2023, 6:30 p.m.

COMMUNITY MEETINGS BOARD MEMBERS ATTEND

- None at this time

17

ADJOURN

MOTION BY CRONICK/THOMPSON TO ADJOURN THE TOWN BOARD MEETING MONDAY, FEBRUARY 6, 2023. MOTION CARRIED. The meeting adjourned at 8:00 p.m.

To be approved: March 6, 2023

Approved:

Denise Skjerven, Town Clerk

DRAFT

18

TOWN OF OSCEOLA
BOARD OF SUPERVISORS
SPECIAL TOWN BOARD MEETING
Monday, February 13, 2023 — 5:30 p.m.
Meeting Minutes

The Board of Supervisors of the Town of Osceola met for a Special Town Board meeting Monday, February 13, 2023, at 5:30 p.m. at the Osceola Town Hall, Dresser, Wisconsin.

CALL TO ORDER: Chair Lindh called the Special Town Board meeting to order at 5:37 p.m.

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

PRESENT: Chair Lindh, Supervisors Cronick, Johnson, and Thompson, Clerk Skjerven, and Treasurer Carlson.

PUBLIC ATTENDEES: None.

ACCEPTANCE OF PROPOSED AGENDA

MOTION BY THOMPSON/CRONICK TO APPROVE THE AGENDA AS NOTED. MOTION CARRIED.

CONSIDER APPOINTMENT OF TOWN BOARD SUPERVISOR

Chair Lindh mentioned that at the Regular Town Board meeting held on December 12, 2022 it was inadvertently missed having Clerk Skjerven and Treasurer Carlson vote for the appointment of Supervisor Johnson since the Board at the time was made up of only three individuals (down two Board members). At this meeting, the vote for the appointment of Supervisor Johnson is to be re-done to now include Skjerven and Carlson.

MOTION BY THOMPSON/CRONICK TO APPOINT TONY JOHNSON AS TOWN BOARD SUPERVISOR. AYES: CRONICK, THOMPSON, SKJERVEN, CARLSON, AND LINDH. MOTION CARRIED UNANIMOUSLY.

Clerk Skjerven presented the Oath to Johnson and Johnson took the Oath as presented.

**CONSIDER RATIFYING VOTES FROM REGULAR TOWN BOARD MEETINGS: 12-12-2022, 1-9-2023, AND 2-6-2023;
AND SPECIAL TOWN BOARD MEETINGS: 12-19-2022, 1-9-2023, AND 2-6-2023**

Chair Lindh asked for a vote to reapprove and reaffirm the Board actions taken at previous meetings.

MOTION BY THOMPSON/CRONICK TO REAPPROVE AND REAFFIRM THE BOARD ACTIONS TAKEN AT THE PREVIOUS REGULAR TOWN BOARD MEETINGS OF DECEMBER 12, 2022, JANUARY 9, 2023, AND FEBRUARY 6, 2023, AND THE PREVIOUS SPECIAL TOWN BOARD MEETINGS OF DECEMBER 19, 2022, JANUARY 9, 2023, AND FEBRUARY 6, 2023. MOTION CARRIED.

ADJOURN

MOTION BY THOMPSON/CRONICK TO ADJOURN THE SPECIAL TOWN BOARD MEETING MONDAY, FEBRUARY 13, 2023. MOTION CARRIED. The meeting adjourned at 5:42 p.m.

To be approved: March 6, 2023

Approved: _____

Denise Skjerven, Town Clerk

Town of Osceola

Feb 23

Public works report

- 1.Fill potholes**
- 2. Replace leaking hydraulic hose on grader**
- 3. Scrape slush**
- 4. Continue wing out drifted areas**
- 5. Take two-day hwy safety course online**
- 6. Work on road plan**
- 7.Work on shoulder machine**
- 8.Plow and sand**
- 9. Haul sand and mix sand**
- 10.Cut up down trees**

Alerts

Stay Alert

Know about changes to your finances and online security. Choose when and what alerts you get by email or text message.

Accounts

<u>GENERAL FUND</u>	Available balance \$319,519.02	<u>Recent</u> ▼
<u>GENERAL MONEY MARKET ACCOUNT</u>	Available balance \$238,648.33	<u>Recent</u> ▼
<u>TAX RECEIPT ACCOUNT</u>	Available balance \$557,621.30	<u>Recent</u> ▼
<u>DRESSER TRAPROCK ASSURANCE</u>	Available balance \$15,077.83	<u>Recent</u> ▼
<u>ARPA</u>	Available balance \$294,264.83	<u>Recent</u> ▼
<u>PUBLIC WORKS CAPITAL</u>	Available balance \$101,341.35	<u>Recent</u> ▼

Pay or transfer

1,526,472.46

From account *

GENERAL FUND XXX1087

Available balance: \$319,519.02

To account *

GENERAL MONEY MARKET ACCOUNT XXX7408

Available balance: \$238,648.33

Date *

3/2/2023

 SELECT

Last available date is Aug 29, 2023

☐ Repeat...

1:42 PM

03/06/23

Cash Basis

TOWN OF OSCEOLA
Profit & Loss Budget vs. Actual
January 1 through March 6, 2023

	Jan 1 - Mar 6, 23	Budget	\$ Over Budget	% of Budget
Income				
Advance Tax Collections				
Advance Dog Licenses	0.00	0.00	0.00	0.0%
Advance FC/MFL Taxes	0.00	0.00	0.00	0.0%
Advance PP Taxes	0.00	0.00	0.00	0.0%
Advance Property Tax	0.00	0.00	0.00	0.0%
Advance Tax Overpayment	0.00	0.00	0.00	0.0%
Advance WLT Tax	0.00	0.00	0.00	0.0%
Advance Tax Collections - Other	0.00	0.00	0.00	0.0%
Total Advance Tax Collections	0.00	0.00	0.00	0.0%
Fines, Forfeits & Penalties				
Dog Pick-up Fees	0.00	0.00	0.00	0.0%
Fines & Violations	0.00	0.00	0.00	0.0%
Fines, Forfeits & Penalties - Other	6.14	0.00	6.14	100.0%
Total Fines, Forfeits & Penalties	6.14	0.00	6.14	100.0%
Intergovernmental Revenue				
Allied Fire Assoc Reimb	50,308.15	0.00	50,308.15	100.0%
Ambulance Grant Monies	0.00	0.00	0.00	0.0%
Capital Bridge Aid	0.00	0.00	0.00	0.0%
Cty Reimbursement-Voting Mach.	0.00	0.00	0.00	0.0%
Fire Insurance Dues	0.00	14,000.00	-14,000.00	0.0%
Gopher Bounty	0.00	0.00	0.00	0.0%
Grants Donations	0.00	0.00	0.00	0.0%
Highway Aids	0.00	0.00	0.00	0.0%
Joint Municipal Court Revenue	0.00	172,597.00	-172,597.00	0.0%
Lake Renovation Projects	0.00	0.00	0.00	0.0%
Municipal Services	0.00	0.00	0.00	0.0%
Sand Lake Project Inc	17,879.01	110.00	17,769.01	16,253.6%
Severance/Withdrawal Payments	0.00	0.00	0.00	0.0%
State Loan Revenue	0.00	0.00	0.00	0.0%
Subdivision Park Fees	0.00	0.00	0.00	0.0%
T.R.I.P./T.R.I Payments	0.00	0.00	0.00	0.0%
41005 - Forest Crop/MFL Aid	0.00	18,013.00	-18,013.00	0.0%
41006 - FC/MFL Withdrawal	0.00	400.00	-400.00	0.0%
41008 - In Lieu of Tax - DNR Land	0.00	0.00	0.00	0.0%
41010 - State Shared Revenue	390.68	3,800.00	-3,409.32	10.3%
45011 - County-Rural Fire Numbers	0.00	37,211.00	-37,211.00	0.0%
Intergovernmental Revenue - Other	900.00	0.00	900.00	100.0%
Total Intergovernmental Revenue	69,477.84	330.00	-330.00	0.0%
Licenses & Permits				
Dog License Refund	0.00	246,461.00	-176,983.16	28.2%
Driveway Permits	0.00	0.00	0.00	0.0%
Liquor & Related Licenses	0.00	400.00	-400.00	0.0%
Other Regulatory Permits	0.00	4,000.00	-4,000.00	0.0%
Wastemanagment Permits	0.00	0.00	0.00	0.0%
Zoning & Subdivision Fees	0.00	0.00	0.00	0.0%
44145 - Dog Licenses	0.00	0.00	0.00	0.0%
44300 - Building Permits & Fees	1,540.00	1,500.00	40.00	102.7%
Licenses & Permits - Other	557.82	19,000.00	-18,442.18	2.9%
Total Licenses & Permits	2,097.82	0.00	0.00	0.0%
Miscellaneous Revenue				
Engineering Services Reimburse	0.00	24,900.00	-22,802.18	8.4%
Interest on PP Taxes	0.00	0.00	0.00	0.0%
PP Tax Interest	0.00	0.00	0.00	0.0%
Tax Overpayments	0.00	0.00	0.00	0.0%
48100 - Interest Income	0.00	0.00	0.00	0.0%
48111 - Miscellaneous Income	13,379.78	5,000.00	8,379.78	267.6%

2

TOWN OF OSCEOLA
Profit & Loss Budget vs. Actual
 January 1 through March 6, 2023

	Jan 1 - Mar 6, 23	Budget	\$ Over Budget	% of Budget
Insurance Loss Reimbursement				
48111 · Miscellaneous Income - Other	0.00	0.00	0.00	0.0%
	-8.00	0.00	-8.00	100.0%
Total 48111 · Miscellaneous Income	-8.00	0.00	-8.00	100.0%
Miscellaneous Revenue - Other	0.00	0.00	0.00	0.0%
Total Miscellaneous Revenue	13,371.78	5,000.00	8,371.78	267.4%
Mobile Home Fees				
MH Lottery Credit	0.00	0.00	0.00	0.0%
Mobile Home Late Fees	0.00	0.00	0.00	0.0%
41140 · Mobile Home Fees Collected	0.00	0.00	0.00	0.0%
Mobile Home Fees - Other	129.29	148.00	-18.71	87.4%
Total Mobile Home Fees	129.29	148.00	-18.71	87.4%
Nh Watch Sales	0.00	0.00	0.00	0.0%
Public Charges for Services				
48130 · General Government Fees	0.00	0.00	0.00	0.0%
Public Charges for Services - Other	0.00	0.00	0.00	0.0%
Total Public Charges for Services	0.00	0.00	0.00	0.0%
Tax Collections				
Ag Use Conversion Fee	0.00	0.00	0.00	0.0%
Cash Reserves Applied	0.00	0.00	0.00	0.0%
Forest Crop/MFL Taxes	4,828.28	250.00	4,578.28	1,931.3%
Omitted Tax	0.00	0.00	0.00	0.0%
Park Funds Applied	0.00	0.00	0.00	0.0%
Personal Property Taxes	7,458.97	0.00	7,458.97	100.0%
Special Charges	1,027.14	0.00	1,027.14	100.0%
Woodland Taxes	0.00	0.00	0.00	0.0%
41211 · Delinquent PP Taxes	0.00	0.00	0.00	0.0%
41224 · Property Taxes	3,420,129.70	835,324.00	2,584,805.70	409.4%
Tax Collections - Other	0.00	0.00	0.00	0.0%
Total Tax Collections	3,433,444.09	835,574.00	2,597,870.09	410.9%
Tax Collections - Other				
First Dollar Credit	0.00	0.00	0.00	0.0%
Property Tax Settlement-Schools	-1,870,264.70	0.00	-1,870,264.70	100.0%
Property Tax Settlement-VoTech	-72,758.82	0.00	-72,758.82	100.0%
State Tax Credit	0.00	0.00	0.00	0.0%
Town Share Property Taxes	0.00	0.00	0.00	0.0%
41225 · Lottery Credit	-208.57	0.00	-208.57	100.0%
41228 · Tax Collection Overpayments	-1,095.90	0.00	-1,095.90	100.0%
41229 · Property Tax Settlement-County	-945,482.98	0.00	-945,482.98	100.0%
Tax Collections - Other - Other	0.00	0.00	0.00	0.0%
Total Tax Collections - Other	-2,889,810.97	0.00	-2,889,810.97	100.0%
41011 · Other State Aids	0.00	0.00	0.00	0.0%
41222 · Delayed Tax Collections	0.00	0.00	0.00	0.0%
43430 · Exempt Computer Aid	0.00	0.00	0.00	0.0%
450102 · Intergovernmental Charges				
Fire Assoc. Loan Repayment	0.00	50,308.00	-50,308.00	0.0%
Sand Lake Beach Association	0.00	0.00	0.00	0.0%
450102 · Intergovernmental Charges - Other	0.00	0.00	0.00	0.0%
Total 450102 · Intergovernmental Charges	0.00	50,308.00	-50,308.00	0.0%
Total Income	628,715.99	1,162,391.00	-533,675.01	54.1%
Cost of Goods Sold				
5000 · Cost of Goods Sold	0.00	0.00	0.00	0.0%

TOWN OF OSCEOLA
Profit & Loss Budget vs. Actual
 January 1 through March 6, 2023

	Jan 1 - Mar 6, 23	Budget	\$ Over Budget	% of Budget
Total COGS	0.00	0.00	0.00	0.0%
Gross Profit	628,715.99	1,162,391.00	-533,675.01	54.1%
Expense				
Adopt-A-Town Road				
Animal Warden	0.00	0.00	0.00	0.0%
Animal Warden Wages	75.00	500.00	-425.00	15.0%
Dog Kennel Expenses	0.00	0.00	0.00	0.0%
Mileage & Expenses	36.68	400.00	-363.32	9.2%
54904 - Dog License to County	0.00	700.00	-700.00	0.0%
Animal Warden - Other	0.00	0.00	0.00	0.0%
Total Animal Warden	111.68	1,600.00	-1,488.32	7.0%
Assessment of Property				
Assessment Audit	0.00	0.00	0.00	0.0%
Assessor's Contract	16,288.00	39,720.00	-23,432.00	41.0%
Publications	0.00	200.00	-200.00	0.0%
Supplies	0.00	0.00	0.00	0.0%
Assessment of Property - Other	0.00	0.00	0.00	0.0%
Total Assessment of Property	16,288.00	39,920.00	-23,632.00	40.8%
Audit Services	0.00	5,775.00	-5,775.00	0.0%
Building Expenses				
Bldg Repairs & Maint	187.84	2,500.00	-2,312.16	7.5%
Insurance	0.00	1,200.00	-1,200.00	0.0%
Office Equipment	0.00	0.00	0.00	0.0%
Operating Supplies	17.91	200.00	-182.09	9.0%
Sanitation Expenses	86.20	1,000.00	-913.80	8.6%
Water & Sewer Utilities	86.20	1,000.00	-913.80	8.6%
51611 - Electric Utilities	283.34	2,200.00	-1,916.66	12.9%
51612 - Gas Utilities	1,266.61	2,600.00	-1,333.39	48.7%
51616 - Telephone/Internet	279.96	3,000.00	-2,720.04	9.3%
Building Expenses - Other	0.00	0.00	0.00	0.0%
Total Building Expenses	2,208.06	13,700.00	-11,491.94	16.1%
Capital Equipment				
New Equipment	0.00	0.00	0.00	0.0%
Office Equipment	1,365.50	0.00	1,365.50	100.0%
Capital Equipment - Other	0.00	0.00	0.00	0.0%
Total Capital Equipment	1,365.50	0.00	1,365.50	100.0%
Capital Improvement				
Highway Cap Improve	0.00	5,000.00	-5,000.00	0.0%
Capital Improvement - Other	0.00	15,000.00	-15,000.00	0.0%
Total Capital Improvement	0.00	20,000.00	-20,000.00	0.0%
Clerk & Treasurer				
C/T Unemployment Ins. Claims	0.00	0.00	0.00	0.0%
Clerk Wages	5,562.66	28,008.00	-22,445.34	19.8%
Clerk/Treasurer Salary	0.00	0.00	0.00	0.0%
D-C/T Employee Health Insurance	0.00	0.00	0.00	0.0%
Deputy Clerk/Treasurer Monthly	0.00	0.00	0.00	0.0%
Employee Health Insurance	0.00	0.00	0.00	0.0%
Insurance	0.00	2,500.00	-2,500.00	0.0%
Mileage & Expenses	0.00	1,000.00	-1,000.00	0.0%
Part-Time Office Assist. Hourly	0.00	0.00	0.00	0.0%
Petty Cash	0.00	0.00	0.00	0.0%
Postage	104.20	1,200.00	-1,095.80	8.7%
Short Term Disability	0.00	0.00	0.00	0.0%
Treasurer Wages	6,039.76	20,276.00	-14,236.24	29.8%

23

TOWN OF OSCEOLA
Profit & Loss Budget vs. Actual
 January 1 through March 6, 2023

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 03/06/23
 Cash Basis

	Jan 1 - Mar 6, 23	Budget	\$ Over Budget	% of Budget
Treasurer/Tax Collection				
51421 · Dues & Training	0.00	2,500.00	-2,500.00	0.0%
51422 · Employer Payroll Taxes	65.00	2,000.00	-1,935.00	3.3%
51425 · Office Supplies	0.00	3,885.00	-3,885.00	0.0%
51429 · Retirement	820.97	3,500.00	-2,679.03	23.5%
51435 · Website & Computer Expenses	377.58	1,905.00	-1,527.42	19.8%
Clerk & Treasurer - Other	1,819.67	8,000.00	-6,180.33	22.7%
	0.00	0.00	0.00	0.0%
Total Clerk & Treasurer	14,779.84	74,774.00	-59,994.16	19.8%
Committee Per Diems	0.00	0.00	0.00	0.0%
Comprehensive Planning & Zoning	0.00	0.00	0.00	0.0%
Constable				
Constable Wages	0.00	0.00	0.00	0.0%
Insurance	0.00	0.00	0.00	0.0%
Mileage & Expenses	0.00	0.00	0.00	0.0%
Supplies	0.00	0.00	0.00	0.0%
Constable - Other	0.00	0.00	0.00	0.0%
Total Constable	0.00	0.00	0.00	0.0%
Consulting Fees	0.00	425.00	-425.00	0.0%
Debt Service				
Building Loan	0.00	0.00	0.00	0.0%
Grader Lease Purchase	0.00	0.00	0.00	0.0%
Interest Expense	0.00	0.00	0.00	0.0%
58100 · Fire Station Principal Payment	43,458.70	50,308.00	-6,849.30	86.4%
58101 · Fire Station Interest Payment	6,849.45	0.00	6,849.45	100.0%
Debt Service - Other	0.00	0.00	0.00	0.0%
Total Debt Service	50,308.15	50,308.00	0.15	100.0%
Dog Licenses to County	0.00	0.00	0.00	0.0%
Elections				
Annual Machine Fees	2,009.84	1,595.00	414.84	126.0%
Employer Payroll Taxes	0.00	0.00	0.00	0.0%
Publications	181.45	425.00	-243.55	42.7%
Supplies	154.99	1,000.00	-845.01	15.5%
51442 · Wages	1,095.89	4,500.00	-3,404.11	24.4%
Elections - Other	0.00	0.00	0.00	0.0%
Total Elections	3,442.17	7,520.00	-4,077.83	45.8%
Gopher Bounty Expenses	0.00	1,800.00	-1,800.00	0.0%
Legal Fees				
Court Prosecutor	0.00	0.00	0.00	0.0%
Joint Municipal Court Expense	0.00	0.00	0.00	0.0%
Legal Fees Municode	2,237.25	4,475.00	-2,237.75	50.0%
Municipal Attorney Fees	-175.75	7,000.00	-7,175.75	-2.5%
Other/Background Checks	0.00	100.00	-100.00	0.0%
Legal Fees - Other	0.00	0.00	0.00	0.0%
Total Legal Fees	2,061.50	11,575.00	-9,513.50	17.8%
Local Cemetery Funding	0.00	2,000.00	-2,000.00	0.0%
Mobile Home Settlements				
MH Lottery Credit to Schools	0.00	0.00	0.00	0.0%
54920 · MH Fees to Schools	0.00	0.00	0.00	0.0%
Mobile Home Settlements - Other	0.00	0.00	0.00	0.0%
Total Mobile Home Settlements	0.00	0.00	0.00	0.0%
Municode				
Legal Fees	0.00	0.00	0.00	0.0%
Municode - Other	0.00	0.00	0.00	0.0%

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03/06/23

Cash Basis

TOWN OF OSCEOLA

Profit & Loss Budget vs. Actual

January 1 through March 6, 2023

	Jan 1 - Mar 6, 23	Budget	\$ Over Budget	% of Budget
Total Municode	0.00	0.00	0.00	0.0%
Park Expenses				
Horse Lake Project Expenses	0.00	0.00	0.00	0.0%
Lake Renovation Expenses	0.00	0.00	0.00	0.0%
Park Expenses/Capital	0.00	0.00	0.00	0.0%
Park Expenses - Misc & Other	0.00	4,000.00	-4,000.00	0.0%
Sand Lake Project Exp	0.00	0.00	0.00	0.0%
Park Expenses - Other	0.00	0.00	0.00	0.0%
Total Park Expenses	0.00	4,000.00	-4,000.00	0.0%
Planning Commission				
Computer/Emails	153.60	1,440.00	-1,286.40	10.7%
Per Diems	0.00	0.00	0.00	0.0%
Planning Commission	0.00	1,800.00	-1,800.00	0.0%
Per Diems - Other	0.00	1,800.00	-1,800.00	0.0%
Total Per Diems	0.00	1,800.00	-1,800.00	0.0%
Postage Office Supplies & Pub				
Publications	0.00	500.00	-500.00	0.0%
51601 - Employer Payroll Taxes	0.00	100.00	-100.00	0.0%
Planning Commission - Other	0.00	138.00	-138.00	0.0%
Total Planning Commission	153.60	3,978.00	-3,824.40	3.9%
Public Safety				
Ambulance Contract (Osceola)	30,030.00	30,030.00	0.00	100.0%
Ambulance Contract (St. Croix)	4,205.00	5,177.00	-972.00	81.2%
Ambulance Contracts	0.00	0.00	0.00	0.0%
Ambulance Grant Monies Expense	0.00	0.00	0.00	0.0%
Contracted Police	0.00	0.00	0.00	0.0%
Fire Department Contract	0.00	0.00	0.00	0.0%
Fire Dues to Department	0.00	149,751.00	-149,751.00	0.0%
Joint Municipal Court Expense	0.00	14,000.00	-14,000.00	0.0%
Law Enforcement Contract	0.00	0.00	0.00	0.0%
Neighborhood Watch Program	0.00	0.00	0.00	0.0%
Public Safety - Other	0.00	0.00	0.00	0.0%
Total Public Safety	34,235.00	198,958.00	-164,723.00	17.2%
Public Works				
Adopt-A-Town Road	0.00	120.00	-120.00	0.0%
Capital Highway Equipment	0.00	50,000.00	-50,000.00	0.0%
Capital Highway Outlay	0.00	0.00	0.00	0.0%
Dues & Training	310.00	300.00	10.00	103.3%
Engineering/Project Mgmt	0.00	0.00	0.00	0.0%
Full-Time PW Wages (Wages for Full Time Employee)	8,317.32	56,400.00	-48,082.68	14.7%
Full Time PW OT Wages (Wages paid at 1.5 for OT hours)	581.29	0.00	581.29	100.0%
Garage Expenses	7,364.70	3,500.00	3,864.70	210.4%
Highway Construction	0.00	404,436.00	-404,436.00	0.0%
Supervisor PW OT Wages (Record OT wages for PW Supervisor)	0.00	0.00	0.00	0.0%
Unemployment	0.00	0.00	0.00	0.0%
53240 - Equipment Repairs & Maintenance	778.91	8,000.00	-7,221.09	9.7%
53241 - Fuel	6,224.88	20,000.00	-13,775.12	31.1%
53244 - Insurance	0.00	10,500.00	-10,500.00	0.0%
53246 - Supervisor PW Wages	0.00	0.00	0.00	0.0%
Employee Health Insurance	15,107.98	66,200.00	-51,092.02	22.8%
53246 - Supervisor PW Wages - Other	0.00	0.00	0.00	0.0%
Total 53245 - Supervisor PW Wages	15,107.98	66,200.00	-51,092.02	22.8%
53247 - Retirement	1,660.19	8,404.00	-6,743.81	19.8%
53248 - Road Maintenance & Repair	9,179.92	25,000.00	-15,820.08	36.7%
53252 - Employer Payroll Taxes	0.00	9,455.00	-9,455.00	0.0%

24A

TOWN OF OSCEOLA
Profit & Loss Budget vs. Actual
January 1 through March 6, 2023

Cash Basis

	Jan 1 - Mar 6, 23	Budget	\$ Over Budget	% of Budget
53253 • Part-Time PW Wages	0.00	1,000.00	-1,000.00	0.0%
53254 • PW Cell Phone	237.41	1,200.00	-962.59	19.8%
53272 • Short Term Disability	358.80	1,584.00	-1,225.20	22.7%
Public Works - Other	0.00	0.00	0.00	0.0%
Total Public Works	50,121.40	666,099.00	-615,977.60	7.5%
State Loan Pmt. to D.O.G.	0.00	0.00	0.00	0.0%
Tax/Lottery Cr Settlements				
Tax Credit to County	0.00	0.00	0.00	0.0%
57001 • Tax/Lottery Cr to County	0.00	0.00	0.00	0.0%
57003 • Tax/Lottery Cr to Schools	0.00	0.00	0.00	0.0%
57004 • Tax/Lottery Cr to VoTech	0.00	0.00	0.00	0.0%
57010 • PILT payment	0.00	0.00	0.00	0.0%
Tax/Lottery Cr Settlements - Other	0.00	0.00	0.00	0.0%
Total Tax/Lottery Cr Settlements	0.00	0.00	0.00	0.0%
Town Board				
Board Salaries	2,333.36	17,500.00	-15,166.64	13.3%
Computer/Email	130.20	1,200.00	-1,069.80	10.9%
Dues & Training	771.25	1,420.00	-648.75	54.3%
Insurance	-78.00	2,000.00	-2,078.00	-3.9%
Mileage & Expenses	0.00	0.00	0.00	0.0%
Office Supplies	295.00	500.00	-205.00	59.0%
Publications	214.50	2,000.00	-1,785.50	10.7%
51117 • Employer Payroll Taxes	0.00	1,339.00	-1,339.00	0.0%
Town Board - Other	0.00	0.00	0.00	0.0%
Total Town Board	3,666.31	25,959.00	-22,292.69	14.1%
Withdrawal Pymts to County	0.00	0.00	0.00	0.0%
51800 • Payroll Expenses	3,496.95	0.00	3,496.95	100.0%
51900 • Illegal Taxes Refunded	0.00	0.00	0.00	0.0%
51920 • Judgements and Losses	0.00	0.00	0.00	0.0%
52400 • Building Inspection Expense	457.82	19,000.00	-18,542.18	2.4%
57000 • Tax Refunds & Reimbursements				
Returned Tax Deposit	0.00	0.00	0.00	0.0%
57000 • Tax Refunds & Reimbursements - Other	0.00	0.00	0.00	0.0%
Total 57000 • Tax Refunds & Reimbursements	0.00	0.00	0.00	0.0%
57011 • FC/MFC Aid to County	0.00	0.00	0.00	0.0%
59998 • Reserve for Contingencies	0.00	15,000.00	-15,000.00	0.0%
59999 • Uncategorized Expenses	0.00	0.00	0.00	0.0%
68900 • Reconciliation Discrepancies (Discrepancies between bank statements and company rec...	0.00	0.00	0.00	0.0%
Total Expense	182,665.98	1,162,391.00	-979,695.02	15.7%
Net Income	446,020.01	0.00	446,020.01	100.0%

246

HIGHLIGHTS OF CLERK ACTIVITIES DONE THIS MONTH:

25

FEBRUARY:

TASKS	#	FURTHER COMMENTS
Ordinances/	1	23-01-01 Mailboxes (DRAFT)
Resolutions	1	23-03-06 Amendment of Fee Schedule (DRAFT)
Building Permits	0 0	Alterations to existing property New construction
Driveway Permits	0 0	With new construction Stand Alone
Meetings and Minutes	4	2/6 Special Town Board 2/6 Regular Town Board 2/13 Special Town Board 2/28 Plan Commission (mtg agenda packet and posting)
Public Records Requests	2	April '22 Poll worker schedule/communications Recording and minutes of 2/6 TBM
Ads	2	Lawn Care bids Road bids
Town's Web Page (and Town Facebook site)		Meeting Notices and Minutes Minor modifications to: Forms/Applics/Ordinances, and Elections
Form Updates		
Public Walk-in/calls		burning permits (24 thus far)
Training	1	Webinar by Wisc. Elections Commission (re Spring Election Cycle: Primary Tasks & April Preps)
Elections		Prepared and held February 21 st Primary: 296 voters; only used ICE paper ballot machine Called in results around 8:25 p.m. 27 absentee ballots 82 hand count paper ballots (ran out of printed paper ballots) 6 election day registrations Returned all applicable election materials to Polk County

516 East Avenue North
P. O. Box 216
Dresser, WI 54009-0216
Office: 715-755-3060
clerk@townofosceola.com

TOWN OF OSCEOLA

Polk County, Wisconsin

www.townofosceola.com

2023 ROAD IMPROVEMENT REQUEST FOR BIDS

The Town of Osceola, Polk County is accepting bids for chipseal/fog on the below listed road projects.

CHIPSEAL/FOG

Road	From	To	Miles
Ravine Drive	TN Rd 51	Termini	1.08
94 th Ave.	Termini	240 th St.	.25
94 th Ave.	240 th St.	Termini	.25
120 th Ave.	210 th St.	216 th St.	.75
195 th St.	Cty Rd F	110 th Ave.	1
240 th St.	Hwy 35	Termini	.59

- All road work projects are to be completed by September 30, 2023.
- A fine of \$500 per day will be assessed until project is completed.
- Chip sealing roads to be swept prior to beginning work and one week after the work is completed.
- All roads and bar seals to be double rolled with rubber tire rollers.
- Bidder must supply and utilize all road signs and traffic control according to MUTCD and WI law while performing work.
- Include a Certificate of Insurance and proof of responsibility with bid.

Sealed bids should be mailed to:

**Town of Osceola
2023 ROAD IMPROVEMENT BID
PO Box 216, Dresser, WI 54009**

Bids to be considered must be sealed and received by the Town at the Town Hall **by 11:00 a.m. on Monday, March 6, 2023.**

Bids will be opened, and awarded on March 6th during the regular Town Board meeting held at Town Hall which begins at 6:30 p.m.

The Town of Osceola Town Hall is located at 516 East Ave. N., Dresser, WI 54009.

For additional information and/or questions contact the Public Works Supervisor, Todd Raddatz: 715-417-4681; publicworks@townofosceola.com.

The Town of Osceola reserves the right to reject or accept any and all bids most advantageous to the Town of Osceola.

REQUEST FOR BIDS
2023 and 2024 Lawncare/Mowing
Town of Osceola, Polk County, WI

NOTICE IS HEREBY GIVEN the Town of Osceola is accepting bids for lawncare (mowing, weed whipping, blowing) for the 2023 and 2024 seasons as follows:

LOCATIONS

516 East Ave. North, Dresser
Dwight Lake
Horse Lake
Sand Lake

For specific details of the above project, contact Todd Raddatz, Public Works Supervisor at 715-755-3060 ext. 3.

Bids to be considered must be sealed and received by the Town at the Town Hall located at 516 East Avenue North, Dresser WI 54009 by 5:00 p.m. on Friday, February 24, 2023. They will be opened at the next Regular Town Board meeting.

The Town of Osceola reserves the right to reject any and all bids, to waive irregularities and informalities therein, and to award the contract in the best interests of the Town.

Denise Skjerven, Clerk

TOWN OF OSCEOLA
POLK COUNTY WISCONSIN

ORDINANCE # 23-01-01

MAILBOXES

The Town Board of Supervisors of the Town of Osceola, Polk County, Wisconsin, hereby ordains as follows:

SECTION I: PURPOSE.

The purpose of this ordinance is to regulate and control new ~~and replacement~~ mailbox post installations within the Town of Osceola in order to promote public health, safety, general welfare, convenient mail delivery, and to accommodate snow removal and road maintenance. This can be accomplished by requiring proper placement of all new and replacement mailbox posts using the following standards.

SECTION II: DEFINITIONS.

Mailbox: A receptacle ~~and post that holds it,~~ that complies with current US Postal Service standards.

SECTION III: MAILBOX STANDARDS.

As of the effective date of this Ordinance, the placement and replacement of mailboxes shall meet the following standards:

- ~~The B~~bottom of ~~the~~ mailbox shall be ~~42 to 48 inches~~ from the road surface ~~to the bottom of the box.~~
- ~~There shall be~~ 40 inches of minimum clearance from the road surface under the lateral support, ~~and there shall be with~~ no bracing under ~~the~~ lateral support on ~~the~~ roadside of ~~the~~ post.
- ~~The front of the mailbox shall be~~ Ssetback ~~to front of mailbox shall be~~ 0 to 12 inches from the shoulder ~~and~~ shall not be closer than 24 inches to the edge of the road surface.
- The post shall be setback a minimum of 36 inches from the front of the mailbox.
- ~~The~~ ideal post distance from road center ~~to the post~~ is 17 feet, ~~and the post shall~~ not be closer than 5 feet from ~~the~~ road edge ~~to post.~~
- Wood posts shall not be larger than 4 inches by 4 inches.
- Steel posts shall not be larger than 2-inch diameter standard pipe.
- Telephone/~~p~~Power poles, heavy metal posts, concrete posts, antique farm equipment, or other similar items are prohibited ~~from being used as mailbox posts.~~
- Mailboxes shall not be closer than 200 feet to another mailbox, ~~and if mailboxes need to be closer than 200 feet,~~ they shall share a support ~~when closer than 200 feet.~~
- Mailbox supports shall be designed so that, if struck, it will bend or fall away from the striking vehicle to prevent severe damage to the vehicle or injury to the traveling public.
- ~~All mailboxes shall be located on one side of the road only.~~
- ~~Mailboxes shall not be located within the circle of a cul de sac; they shall be placed along the straight portion of the road immediately preceding or immediately following the cul de sac as determined by the Town of Osceola.~~
- ~~and~~
- Any newspaper boxes shall be attached to ~~the~~ mailbox support, not on a separate post, maintaining 40 inches minimum clearance measured from ~~the~~ road surface.

Commented [A1]: USPS recommends the mailbox be 41" to 45" from the road surface to the bottom of the mailbox. This is not a legal requirement, but it may make sense to have it in line with USPS guidance.

Commented [A2]: Are wood and steel the only options? What if they want to use, for example, an aluminum pipe (which is listed in the USPS guidance)?

Commented [A3]: Driveways only need to be 150 ft. apart per your ordinance. It may make more sense to have them not closer than 150 feet to allow each property owner to have a mailbox near their driveway as appropriate. I understand that they can be if it's closer, but this would make it a little more consistent with the driveway ordinance.

Commented [A4]: Which side?

SECTION IV: MAILBOX RECOMMENDATIONS

At this time, the Town of Osceola is not regulating the size or type of mailbox, so long as it is approved by the Postmaster General. ~~Nonetheless, The Town would like to offer~~ suggests the following suggestions:

- A plastic mailbox can become brittle in the winter;
- Certain color mailboxes are harder to see than others at certain times of the year, such as white in the winter against the snow;
- Oversized mailboxes may collapse from the weight of the snow;
- Decorative mailboxes, such as fish, dogs, tractors, etc., are more prone to damage.

SECTION V: PERMIT REQUIRED

~~Prior to installation of any mailbox, you must obtain a mailbox permit which permit, which needs to be approved by the designated town official who will inspect the location and type of mailbox. At this time, there will be no charge for this permit.~~

SECTION VI: SALE AND INSTALLATION OF MAILBOXES BY TOWN

The Town of Osceola will sell & install a swinging arm mailbox post that meets the requirement of the Ordinance for a fee amount as noted in the Fee Schedule. Contact the Town Clerk to order one.

SECTION VII: MAINTENANCE/ALTERATION AND RELOCATION OF MAILBOXES

~~For purposes of public safety, the Town of Osceola may require a resident to repair, alter, replace, or relocate mailboxes and mailbox supports in accordance to meet the requirements of with this Ordinance. If the resident fails to take the required action, the Town may do so at the resident's expense. Mailbox supports shall be designed so that if struck, it will bend or fall away from the striking vehicle to prevent severe damage to the vehicle or injury to the traveling public.~~

~~The issue of public safety will be the basis of the Town of Osceola taking action to have individuals repair, replace, or relocate mailboxes or mailbox supports.~~

~~All mailboxes shall be located on one side of the road only and shall share supports as determined by the Town of Osceola.~~

~~Mailboxes shall not be located within the circle of a cul-de-sac, they shall be placed along the straight portion of the road immediately preceding or immediately following the cul-de-sac as determined by the Town of Osceola.~~

~~Prior to installation of any mailbox, you must obtain a mailbox permit which needs to be approved by the designated town official who will inspect the location and type of mailbox. At this time, there will be no charge for this permit.~~

SECTION VIII: TOWN RESPONSIBILITIES FOR DAMAGE

The Town of Osceola will not be responsible for repair or replacement of mailboxes not meeting the aforementioned standards if or when such mailboxes are damaged in the course of lawful and necessary Town activities.

Claims for damaged mailboxes and/or posts that occur as a result of Town action must be made in writing to the Town Clerk within seven days of the alleged event to the Town.
It is the intention of this ordinance that if a mailbox is accidentally damaged in the process of removing.

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Commented [A5]: Who will be responsible for this?

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snow, mowing the right of way, graveling the shoulder, or any other act of maintaining the right of way, the ~~T~~town will provide a swinging arm mailbox post and/or mailbox or reimburse owner for same. In no instance is the ~~T~~town responsible for replacing mailboxes or posts of like kind; ~~the Town shall -but only be responsible for replacing such damaged mailbox~~ with swinging arm mailbox post and standard mailboxes or the equivalent retail value thereof.

Commented [A6]: What if the damage caused does not make the existing mailbox unusable? As written, the Town will automatically replace for any damage, even if, for example, there's just a minor dent in the post.

~~If the Town accepts responsibility to repair the mailbox, the Public Works Department will temporarily repair or provide for a temporary mailbox within forty-eight (48) hours of receipt of notice and acknowledgement that the Town is responsible for the damage. Permanent mailbox repairs will be made in the spring when the frost has left the ground.~~

~~As an example, if the snowplow blade strikes a mailbox, the Town will replace it; however, if snow exiting a snowplow blade knocks a post over due to a rotted or weakened post, the Town will not be responsible for its replacement.~~

Keeping snow and ice away from the front of the mailbox will help the plows safely remove snow. ~~As examples: if the snowplow blade strikes a mailbox the Town will replace it; however, if snow exiting a snowplow blade knocks a post over due to a rotted or weakened post the Town will not be responsible for its replacement.~~

~~If the Town accepts responsibility to repair the mailbox, the Public Works Department will temporarily repair or provide for a temporary mailbox within forty-eight (48) hours of receipt of notice and acknowledgement that the Town is responsible for the damage. Permanent mailbox repairs will be made in the spring when the frost has left the ground.~~

~~Claims for damaged mailboxes and/or posts must be made within seven days of the event to the Town.~~

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~~SECTION ~~VIII~~~~IX~~~~XVI~~~~: VIOLATION AND PENALTIES

Anyone who fails to comply with the provisions in this ~~O~~rdinance may be subject to a fine and may be ordered to remove and replace their mailbox to meet the provisions of this ~~e~~Ordinance at the violator's expense.

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~~SECTION ~~IX~~~~VII~~~~: EFFECTIVE DATE

This ordinance shall become effective upon its publication and/or posting in the manner set forth in s. 60.80, Wis. Stats.

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Passed this 6th Day of March, 2023

By the Town Board of the Town of Osceola

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Dale Lindh, Chair

Jon Cronick, Supervisor

Tony Johnson, Supervisor

Debbie Thompson, Supervisor

ATTEST:

Denise Skjerven, Clerk

____ Voice Vote
____ Roll Call Vote
____ Ayes; ____ Nays; ____ Absent/Abstain

TOWN OF OSCEOLA
POLK COUNTY WISCONSIN

ORDINANCE # 23-01-01

MAILBOXES

The Town Board of Supervisors of the Town of Osceola, Polk County, Wisconsin, hereby ordains as follows:

SECTION I: PURPOSE.

The purpose of this ordinance is to regulate and control new and replacement mailbox post installations within the Town of Osceola in order to promote public health, safety, general welfare, convenient mail delivery, and to accommodate snow removal and road maintenance. This can be accomplished by requiring proper placement of all new and replacement mailbox posts using the following standards.

SECTION II: DEFINITIONS.

Mailbox: A receptacle that complies with current US Postal Service standards.

SECTION III: MAILBOX STANDARDS.

As of the effective date of this Ordinance, the placement and replacement of mailboxes shall meet the following standards:

- The bottom of the mailbox shall be 42 to 48 inches from the road surface.
- There shall be 40 inches of minimum clearance from the road surface under the lateral support, and there shall be no bracing under the lateral support on the roadside of the post.
- The front of the mailbox shall be setback 0 to 12 inches from the shoulder and shall not be closer than 24 inches to the edge of the road surface.
- The post shall be set back a minimum of 36 inches from the front of the mailbox.
- The ideal distance from road center to the post is 17 feet, and the post shall not be closer than 5 feet from the road edge.
- Wood posts shall not be larger than 4 inches by 4 inches.
- Steel posts shall not be larger than 2-inch diameter standard pipe.
- Telephone/power poles, heavy metal posts, concrete posts, antique farm equipment, or other similar items are prohibited from being used as mailbox posts.
- Mailboxes shall not be closer than 200 feet to another mailbox, and if mailboxes need to be closer than 200 feet, they shall share a support.
- Mailbox supports shall be designed so that, if struck, it will bend or fall away from the striking vehicle to prevent severe damage to the vehicle or injury to the traveling public.
- All mailboxes shall be located on one side of the road only.
- Mailboxes shall not be located within the circle of a cul de sac; they shall be placed along the straight portion of the road immediately preceding or immediately following the cul de sac as determined by the Town.
- Any newspaper boxes shall be attached to the mailbox support, not on a separate post, maintaining 40 inches minimum clearance measured from the road surface.

SECTION IV: MAILBOX RECOMMENDATIONS

At this time, the Town of Osceola is not regulating the size or type of mailbox, so long as it is approved by the Postmaster General. Nonetheless, the Town suggests the following:

- A plastic mailbox can become brittle in the winter.
- Certain color mailboxes are harder to see than others at certain times of the year, such as white in the winter against the snow.
- Oversized mailboxes may collapse from the weight of the snow.
- Decorative mailboxes, such as fish, dogs, tractors, etc., are more prone to damage.

SECTION V: PERMIT REQUIRED

Prior to installation of any mailbox, you must obtain a mailbox permit, which needs to be approved by the designated town official who will inspect the location and type of mailbox. At this time, there will be no charge for this permit.

SECTION VI: SALE AND INSTALLATION OF MAILBOXES BY TOWN

The Town of Osceola will sell & install a swinging arm mailbox post that meets the requirement of the Ordinance for a fee amount as noted in the Fee Schedule. Contact the Town Clerk to order one.

SECTION VII: ALTERATION AND RELOCATION OF MAILBOXES

For purposes of public safety, the Town of Osceola may require a resident to alter, replace, or relocate mailboxes and mailbox supports to meet the requirements of this Ordinance.

SECTION VIII: TOWN RESPONSIBILITIES FOR DAMAGE

The Town of Osceola will not be responsible for repair or replacement of mailboxes not meeting the aforementioned standards if or when such mailboxes are damaged in the course of lawful and necessary Town activities.

Claims for damaged mailboxes and/or posts that occur as a result of Town action must be made in writing to the Town Clerk within seven days of the alleged event. If a mailbox is accidentally damaged in the process of removing snow, mowing the right of way, graveling the shoulder, or any other act of maintaining the right of way, the Town will provide a swinging arm mailbox post and/or mailbox or reimburse owner for same. In no instance is the Town responsible for replacing mailboxes or posts of like kind; the Town shall only be responsible for replacing such damaged mailbox with swinging arm mailbox post and standard mailboxes or the equivalent retail value thereof.

If the Town accepts responsibility to repair the mailbox, the Public Works Department will temporarily repair or provide for a temporary mailbox within forty-eight (48) hours of receipt of notice and acknowledgement that the Town is responsible for the damage. Permanent mailbox repairs will be made in the Spring when the frost has left the ground.

As an example, if the snowplow blade strikes a mailbox, the Town will replace it; however, if snow exiting a snowplow blade knocks a post over due to a rotted or weakened post, the Town will not be responsible for its replacement.

Keeping snow and ice away from the front of the mailbox will help the plows safely remove snow.

SECTION IX: VIOLATION AND PENALTIES

Anyone who fails to comply with the provisions in this Ordinance may be subject to a fine and may be

ordered to remove and replace their mailbox to meet the provisions of this Ordinance at the violator's expense.

SECTION X: EFFECTIVE DATE

This ordinance shall become effective upon its publication and/or posting in the manner set forth in s. 60.80, Wis. Stats.

Passed this 6th Day of March, 2023

By the Town Board of the Town of Osceola

Dale Lindh, Chair

Jon Cronick, Supervisor

Tony Johnson, Supervisor

Debbie Thompson, Supervisor

ATTEST:

Denise Skjerven, Clerk

____ Voice Vote
____ Roll Call Vote
____ Ayes; ____ Nays; ____ Absent/Abstain

516 East Avenue North
P. O. Box 216
Dresser, WI 54009-0216
Office: 715-755-3060

TOWN OF OSCEOLA
Polk County, Wisconsin
www.townofosceola.com

**RESOLUTION ~~2223-0803-01-06~~ AMENDMENT OF FEE SCHEDULE
FOR THE TOWN OF OSCEOLA**

WHEREAS, the Town Board of Supervisors for the Town of Osceola has determined that it is prudent to create a Fee Schedule to provide efficiency, economy and uniformity in establishing and adjusting the fees charged by the Town of Osceola as enumerated throughout the Town of Osceola Code of Ordinances into one abbreviated schedule; and,

WHEREAS, the fees set forth in the Fee Schedule append the fees in the Town of Osceola Code of Ordinance; and,

WHEREAS, the fees set forth in the Fee Schedule may be added to or amended from time to time by adoption of a Resolution; and,

WHEREAS, the Town Board shall review the Fee Schedule on an annual basis for the purpose of adjusting and updating the fees charged by the Town, and any amendments or additions thereto may be made by Resolution; and,

WHEREAS, the fees set forth in the Fee Schedule shall supersede any fee established elsewhere in the Town's Code of Ordinance or Resolutions for the same charge, and if a fee is set forth elsewhere in the Town of Osceola's Code of Ordinance or via a Resolution, and there is no corresponding fee set forth in the attached Fee Schedule, the fee set forth elsewhere in the Code of Ordinance or the Resolution shall control until such time as a fee for the same charge is established in the Fee Schedule; and,

SO THEREFORE BE IT RESOLVED that the Town Board of Supervisors for the Town of Osceola approves the following Fee Schedule as defined in the attached schedule; and

BE IT FURTHER RESOLVED that this schedule shall become effective upon passage and posting thereof.

Adopted this ~~1st~~^{6th} day of ~~August~~^{March} ~~2022~~²⁰²³, at a Town Board of Supervisors Regular Board Meeting.
Effective ~~1st~~^{6th} ~~August~~^{March}, ~~2022~~²⁰²³.

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Dale Lindh, Chair

Jon Cronick, Supervisor

~~Bernie Desmarais~~^{Tony Johnson}, Supervisor

~~Jo Everson~~^{Debbie Thompson}, Supervisor

~~Debbie Thompson~~, Supervisor

ATTEST:

Denise Skjerven, Clerk

516 East Avenue North
P. O. Box 216
Dresser, WI 54009-0216
Office: 715-755-3060

TOWN OF OSCEOLA

Polk County, Wisconsin
www.townofosceola.com

RESOLUTION 23-03-06 AMENDMENT OF FEE SCHEDULE FOR THE TOWN OF OSCEOLA

WHEREAS, the Town Board of Supervisors for the Town of Osceola has determined that it is prudent to create a Fee Schedule to provide efficiency, economy and uniformity in establishing and adjusting the fees charged by the Town of Osceola as enumerated throughout the Town of Osceola Code of Ordinances into one abbreviated schedule; and,

WHEREAS, the fees set forth in the Fee Schedule append the fees in the Town of Osceola Code of Ordinance; and,

WHEREAS, the fees set forth in the Fee Schedule may be added to or amended from time to time by adoption of a Resolution; and,

WHEREAS, the Town Board shall review the Fee Schedule on an annual basis for the purpose of adjusting and updating the fees charged by the Town, and any amendments or additions thereto may be made by Resolution; and,

WHEREAS, the fees set forth in the Fee Schedule shall supersede any fee established elsewhere in the Town's Code of Ordinance or Resolutions for the same charge, and if a fee is set forth elsewhere in the Town of Osceola's Code of Ordinance or via a Resolution, and there is no corresponding fee set forth in the attached Fee Schedule, the fee set forth elsewhere in the Code of Ordinance or the Resolution shall control until such time as a fee for the same charge is established in the Fee Schedule; and,

SO THEREFORE BE IT RESOLVED that the Town Board of Supervisors for the Town of Osceola approves the following Fee Schedule as defined in the attached schedule; and

BE IT FURTHER RESOLVED that this schedule shall become effective upon passage and posting thereof.

Adopted this 6th day of March 2023, at a Town Board of Supervisors Regular Board Meeting.
Effective 6th March, 2023.

Dale Lindh, Chair

Jon Cronick, Supervisor

Tony Johnson, Supervisor

Debbie Thompson, Supervisor

ATTEST:

Denise Skjerven, Clerk

TOWN OF OSCEOLA

Polk County, Wisconsin
www.townofosceola.com

37

FEE SCHEDULE

Effective ~~August 1~~ March 6, 2022

Ordinance Title or Category	Permit Application or Procedure	Fee
Chapter 8 Public Works	Driveway Permit	\$50.00
	House Moving Permit	\$100.00
	Swing-Arm Mailbox Post (purchase and install)	\$110.00
Chapter 9 Animals	<u>Dog License</u> (adopted 11/1/21, Res. 21-11-05)	
	Spayed or Neutered	\$10.00
	Unspayed/Neutered	\$15.00
	Kennel License (5 - 12 dogs)	\$10.00
	Additional Dog tags over 12	\$6.00 Ea.
	Late Fee after March 31	\$5.00
Chapter 11 Public Health	Building Permits	WIA Town Admin: \$100 (new construction) \$50 (all others)
	Recreation Permits	\$50.00
Chapter 12 Licenses & Permits	<u>Beverage (liquor) License</u>	
	Class "A" Intoxicating Liquor License	\$500.00
	Class "A" Fermented Malt Beverage License	\$100.00
	"Class B" Intoxicating Liquor License	\$500.00
	Reserve "Class B" Initial Issuance Fee	\$10,000.00
	Class "B" Fermented Malt Beverage License	\$100.00
	Operator (Bartender) License	\$20.00
	Provisional License	\$15 for 60 days
	Cigarette License	\$100.00
	Background Check	Dept of Justice fee; Town Admin: \$10.00
	Mobile Home parking fee	\$10.00
	Mobile Homes outside of parks	\$40.00
	Mobile Homes inside of parks	\$150.00

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TOWN OF OSCEOLA

Polk County, Wisconsin

www.townofosceola.com

38

FEE SCHEDULE

Effective ~~August 1~~ March 6, 202 ~~2~~ 3

<i>Ordinance Title or Category</i>	<i>Permit Application or Procedure</i>	<i>Fee</i>
Chapter 14 Non-metallic Mineral Extraction & Permit Regulation	Non-Metallic Mineral Extraction Permit Conditional Permit Renewal Permit New Permit	No Fee \$700/5 yrs \$700/5 yrs
Chapter 18 Subdivision & Platting	Certified Survey Map Review by Town Board	\$100 (residential) \$150 (nonresidential) \$20/acre (lots less than 19 acres)
Other License	Secondhand Article Dealer License Secondhand Jewelry Dealer License	\$40.00 \$45.00
Miscellaneous Fees	Copy Charge	\$0.25 per page

Attest:
Denise Skjerven
Clerk



Wisconsin Department of Transportation
Division of Transportation Investment Management
Bureau of State Highway Programs
4822 Madison Yards Way, 6th Floor, South Tower
PO Box 7913
Madison WI 53707-7913

Governor Tony Evers
Secretary Craig Thompson
wisconsindot.gov
Telephone: (608) 266-2865
FAX: (608) 267-0294
Email: wislinfo@dot.wi.gov

39

2/21/2023

DALE LINDH
TOWN OF OSCEOLA 48042
1136 RIVER RD
DRESSER WI 54009

Dear DALE LINDH

Thank you for returning your 1-1-2023 certification packet. The following item(s) could not be completed for General Transportation Aids. In order for WisDOT to complete the updates indicated, please submit the required documents with next year's certification packet.

- ☐ There are several different reasons why new roads were not added for your municipality. Please review the enclosed document titled "Reasons Roads Were Not Added" for complete descriptions. These roads were not added due to the following:
- ☒ A final vacation resolution for the following road(s) was not submitted to our office:
Ext From 94th Ave
- ☐ An annexation has not been filed with the Department of Administration (DOA). Please submit the annexation to: Department of Administration, Municipal Boundary Review, 101 E. Wilson St, 9th Floor Madison WI 53703 for the following area(s) to receive credit for roads that are within the annexation:
- ☐ A Jurisdictional Transfer Agreement document for:

Thank you for your assistance in this matter and if you have any questions please leave a message at 608-266-2865.

Sincerely,

Statewide Local Road Coordinator

Coleman, Shelly A - DOT <shelly.coleman@dot.wi.gov>

To: ChairLindh

Cc:

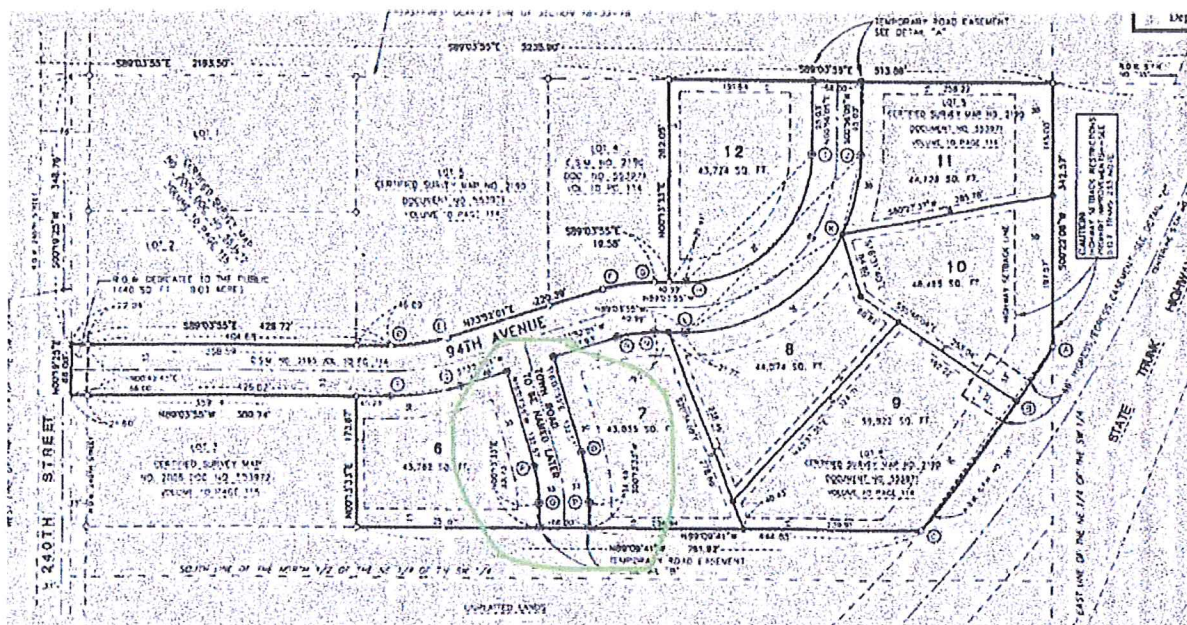
- Clerk;
- Supervisor Johnson;
- DOT DTIM WISLR Local Certification <wislrlocal@dot.wi.gov>

Mon 2/6/2023 9:52 AM

Hi Dale,

We did a little research and I want to verify that we are looking at the correct road. According to a CSM that we have for County View Acres subdivision, the road we are looking at is pictured below and circled in green. Is that the correct road you are looking to vacate? Based on imagery, it looks like it's only used by the homes directly adjacent to it to access their driveways.

If that is the correct road, we would need a resolution for vacation or abandonment of the road from the town. It sounds like the town would need to pass one since you weren't able to find an existing one. Given the timing of passing a resolution, we may not be able to remove the road for this cert cycle but could hold it over and do it next year.





Please let me know if you have any other questions.

Thank you.

Shelly

Shelly Coleman

WisDOT - WISLR Local Roads

Shelly.Coleman@dot.wi.gov

608-266-9911

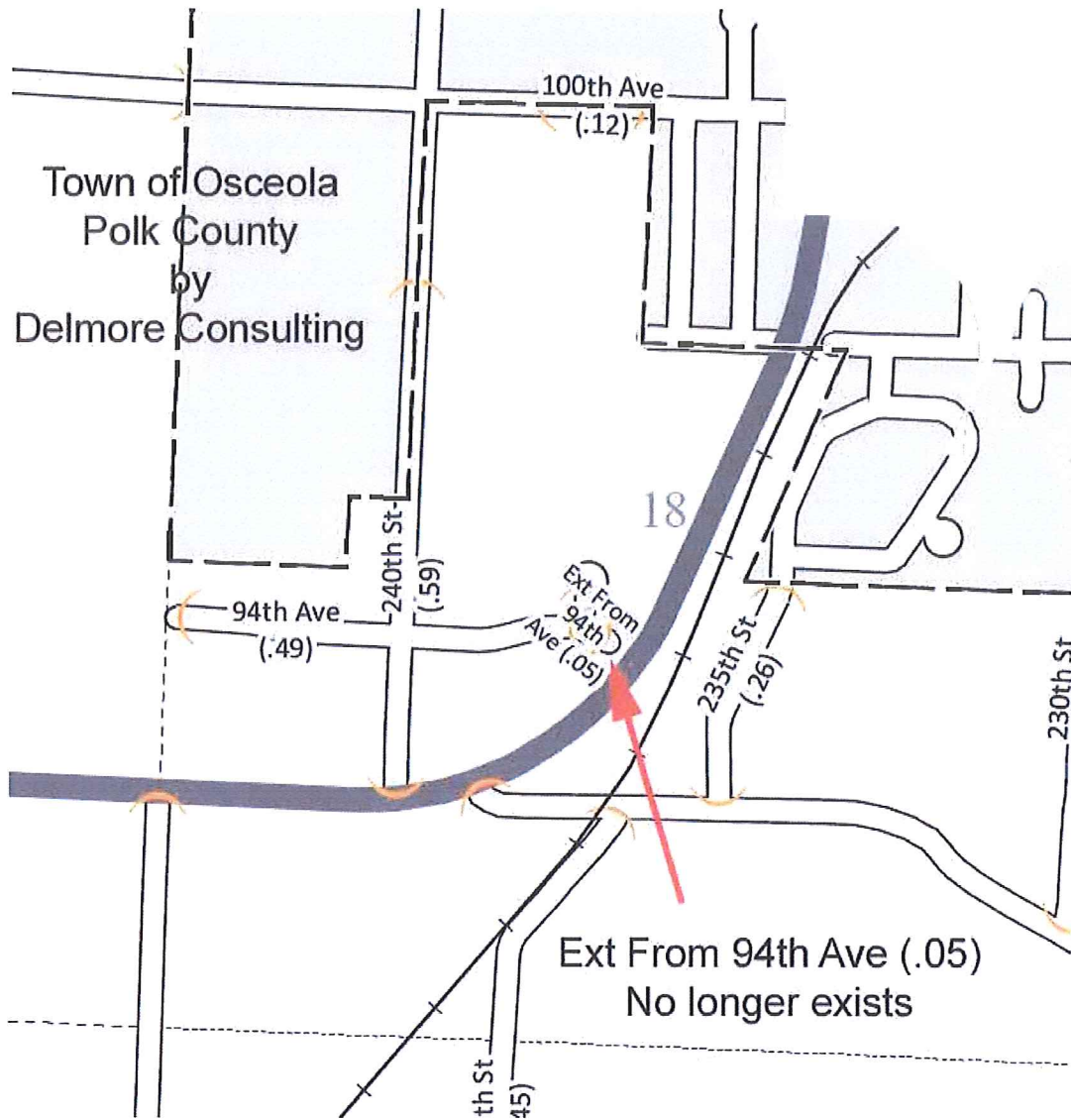
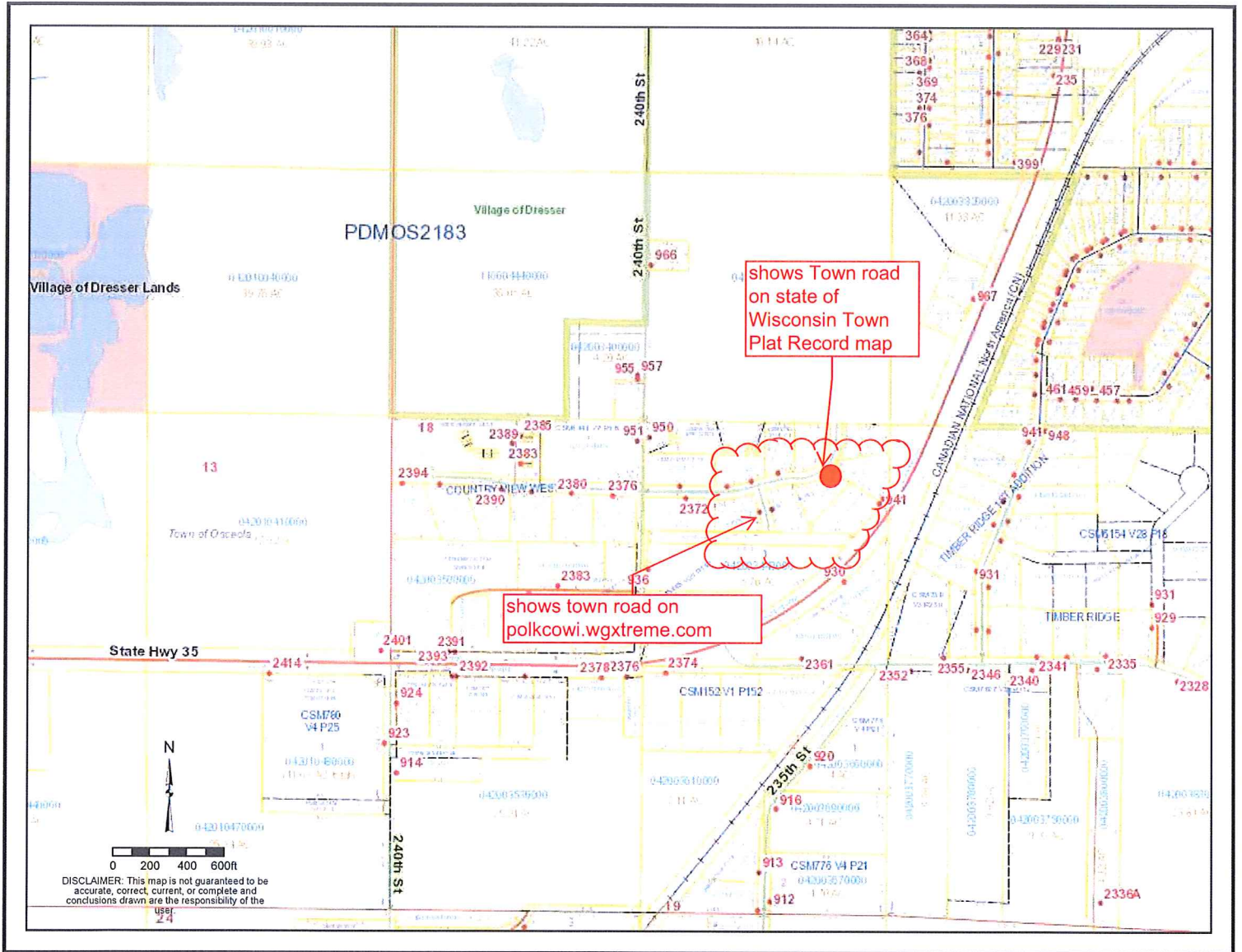


image sent by Delmore to WISLR



shows town road on
polkcowi.wgxtreme.com

shows Town road
on state of
Wisconsin Town
Plat Record map



Master Services Agreement

Town of Osceola
To The Town Board
516 East Avenue North, #216
Dresser, WI 54009-0216
MSA Date: January 2, 2023

This master service agreement ("MSA") documents the terms, objectives, and the nature and limitations of the services CliftonLarsonAllen LLP ("CLA," "we," "us," and "our") will provide for Town of Osceola ("you," or "your"). The terms of this MSA will apply to the initial and each subsequent statement of work ("SOW"), unless the MSA is changed in a communication that you and CLA both sign or is terminated as permitted herein.

1. Scope of Professional Services

CLA will provide services as described in one or more SOW that will reference this MSA. The SOW will describe the scope of professional services; the nature, limitations, and responsibilities related to the specific services CLA will provide; and the fees for such services.

If modifications or changes are required during CLA's performance of requested services, or if you request that we perform any additional services, we will provide you with a separate SOW for your signature. Such SOW will advise you of the additional fee and time required for such services to facilitate a clear understanding of the services.

Our services cannot be relied upon to disclose all errors, fraud, or noncompliance with laws and regulations. Except as described in the scope of professional services section of this MSA or any applicable SOW, we have no responsibility to identify and communicate deficiencies in your internal controls as part of any services.

2. Management responsibilities

You acknowledge and understand that our role is to provide the services identified in an SOW and that management, and any other parties engaging CLA, have responsibilities that are fundamental to our undertaking to perform the identified services.

3. Fees and terms

See the applicable SOW for the fees for the services.

Work may be suspended if your account becomes 90 days or more overdue and will not be resumed

until your account is paid in full. If we elect to terminate our services for nonpayment, our engagements will be deemed to have been completed even if we have not completed the services. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket expenditures through the date of termination.

Payments may be made utilizing checks, Bill.com, your online banking platform, CLA's electronic payment platform, or any other client initiated payment method approved by CLA. CLA's electronic online bill pay platform claconnect.com/billpay accepts credit card and Automated Clearing House (ACH) payments. Instructions for you to make direct bank to bank wire transfers or ACH payments will be provided upon request.

4. Other Fees

You also agree to compensate us for any time and expenses, including time and expenses of legal counsel, we may incur in responding to discovery requests or participating as a witness or otherwise in any legal, regulatory, or other proceedings that we are asked to respond to on your behalf.

5. Finance charges and collection expenses

You agree that if any statement is not paid within 30 days from its billing date, the unpaid balance shall accrue interest at the monthly rate of one and one-quarter percent (1.25%), which is an annual percentage rate of 15%. In the event that any collection action is required to collect unpaid balances due us, reasonable attorney fees and expenses shall be recoverable.

6. Dispute Resolution

Any disagreement, controversy, or claim ("Dispute") that may arise out of any aspect of our services or relationship with you shall be submitted to non-binding mediation by written notice ("Mediation Notice") to the other party. In mediation, we will work with you to resolve any differences voluntarily with the aid of an impartial mediator.

The mediation will be conducted as specified by the mediator and agreed upon by the parties (i.e., you and CLA). The parties agree to discuss their differences in good faith and to attempt, with the assistance of the mediator, to reach an amicable resolution of the Dispute.

Each party will bear its own costs in the mediation. The fees and expenses of the mediator will be shared equally by the parties.

7. Limitation of remedies

These limitation of remedies provisions are not applicable for any audit or examination services provided to you.

Our role is strictly limited to the services described in an SOW, and we offer no assurance as to the results or ultimate outcomes of any services or of any decisions that you may make based on our communications with you. You agree that it is appropriate to limit the liability of CLA, its partners, principals, directors, officers, employees, and agents (each a "CLA party").

You further agree that you will not hold CLA or any other CLA party liable for any claim, cost, or

damage, whether based on warranty, tort, contract, or other law, arising from or related to this MSA, the services provided under an SOW, the work product, or for any plans, actions, or results of an SOW, except to the extent authorized by this MSA. In no event shall any CLA party be liable to you for any indirect, special, incidental, consequential, punitive, or exemplary damages, or for loss of profits or loss of goodwill, costs, or attorney fees.

The exclusive remedy available to you shall be the right to pursue claims for actual damages that are directly caused by acts or omissions that are breaches by a CLA party of our duties owed under this MSA and the specific SOW thereunder, but any recovery on any such claims shall not exceed the fees actually paid by you to CLA pursuant to the SOW that gives rise to the claim.

8. Governing Laws, Jurisdiction, and Venue

The MSA is made under and shall be governed by the laws of the state of Minnesota, without giving effect to choice of law principles. This includes dispute resolution and limitation of remedies.

9. Time limitations

The nature of our services makes it difficult, with the passage of time, to gather and present evidence that fully and fairly establishes the facts underlying any dispute that may arise between you and any CLA party. The parties (you and CLA) agree that, notwithstanding any statute or law of limitations that might otherwise apply to a dispute, including one arising out of this MSA or the services performed under an SOW, for breach of contract or fiduciary duty, tort, fraud, misrepresentation or any other cause of action or remedy, any action or legal proceeding by you against any CLA party must be commenced as provided below, or you shall be forever barred from commencing a lawsuit or obtaining any legal or equitable relief or recovery. An action to recover on a dispute shall be commenced within these periods ("Limitation Period"), which vary based on the services provided, and may be modified as described in the following paragraph:

Service	Time after the date we deliver the services or work product*
Audit, review, examination, agreed-upon procedures, compilation, and preparation services other than those related to prospective financial information	24 months
All Other Services	12 months

* pursuant to the SOW on which the dispute is based

If the MSA is terminated or your ongoing relationship with CLA is terminated, then the applicable Limitation Period is the lesser of the above periods or 12 months after termination of MSA or your ongoing relationship with CLA. The applicable Limitation Period applies and begins to run even if you have not suffered any damage or loss, or have not become aware of the existence or possible existence of a dispute.

10. Confidentiality

Except as permitted by the "Consent" section of this MSA, CLA will not disclose any of your

confidential, proprietary, or privileged information to any person or party, unless you authorize us to do so, it is published or released by you, it becomes publicly known or available other than through disclosure by us, or disclosure is required by law, regulation or professional standard. This confidentiality provision does not prohibit us from disclosing your information to one or more of our affiliated companies in order to provide services that you have requested from us or from any such affiliated company. Any such affiliated company shall be subject to the same restrictions on the use and disclosure of your information as apply to us. You also consent to our disclosure of information regarding the nature of services we provide to you to another independent network member of CLA Global, for the limited purpose of complying with professional obligations regarding independence and conflicts of interest.

The Internal Revenue Code contains a limited privilege for confidentiality of tax advice between you and our firm. In addition, the laws of some states likewise recognize a confidentiality privilege for some accountant-client communications. You understand that CLA makes no representation, warranty or promise, and offers no opinion with respect to the applicability of any confidentiality privilege to any information supplied or communications you have with us, and, to the extent that we follow instructions from you to withhold such information or communications in the face of a request from a third party (including a subpoena, summons or discovery demand in litigation), you agree to hold CLA harmless should the privilege be determined not to apply to particular information or communications.

The workpapers and files supporting the services we perform are the sole and exclusive property of CLA and constitute confidential and proprietary information. We do not provide access to our workpapers and files to you or anyone else in the normal course of business. Unless required by law or regulation to the contrary, we retain our workpapers and files in accordance with our record retention policy that typically provides for a retention period of seven years. After this period expires, our workpapers and files will be destroyed. Furthermore, physical deterioration or catastrophic events may shorten the time our records are available. The workpapers and files of our firm are not a substitute for your records.

Pursuant to authority given by law, regulation or professional standards we may be requested to make certain workpapers and files available to a regulator for its regulatory oversight purposes. We will notify you of any such request, if permitted by law. Access to the requested workpapers and files will be provided to the regulator under the supervision of CLA personnel and at a location designated by our firm. Furthermore, upon request, we may provide copies of selected workpapers and files to such regulator. The regulator may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

11. Other provisions

You agree that CLA will not be assuming any fiduciary responsibility on your behalf during the course of this MSA, except as may be assumed in an SOW.

CLA may, at times, utilize external web applications to receive and process information from our clients; however, any sensitive data, including protected health information and personally

identifiable information, must be redacted by you to the maximum extent possible prior to uploading the document or file. In the event that you are unable to remove or obscure all sensitive data, please contact us to discuss other potential options for transmitting the document or file.

CLA and certain owners of CLA are licensed by the California State Board of Accountancy. However, CLA has owners not licensed by the California State Board of Accountancy who may provide services under this MSA. If you have any questions regarding licensure of the personnel performing services under this MSA, please do not hesitate to contact us.

During the course of the engagement, there may be communication via fax or email. You are responsible to ensure that communications received by you or your personnel are secured and not shared with unauthorized individuals.

12. Consent to use financial information

We regularly aggregate anonymized client data and perform a variety of analyses using that aggregated data. Some of these analyses are published to clients or released publicly. However, we are always careful to preserve the confidentiality of the separate information that we obtain from each client, as required by the AICPA Code of Professional Conduct and various laws. Your acceptance of this MSA will serve as your consent to our use of Town of Osceola anonymized data in performing and reporting on these cost comparison, performance indicator and/or benchmarking analyses.

13. Consent to send you publications and other materials

For your convenience, CLA produces a variety of publications, hard copy and electronic, to keep you informed about pertinent business and personal financial issues. This includes published articles, invitations to upcoming seminars, webinars and webcasts, newsletters, surveys, and press releases. To determine whether these materials may be of interest to you, CLA will need to use your information. Such information includes your name and address as well as the business and financial information you provided to us.

By signing and dating this MSA, you authorize CLA to use the information that you provide to CLA during the course of providing services to the Village to determine whether to offer you relevant materials. Your consent is valid until further notice.

14. Subcontractors

CLA may, at times, use subcontractors to perform services under this MSA, and they may have access to your information and records. Any such subcontractors will be subject to the same restrictions on the use of such information and records as apply to CLA under this MSA.

15. Technology

CLA may, at times, use third-party software applications to perform services under this MSA. You acknowledge the software vendor may have access to your data.

16. Termination of MSA

This MSA shall continue for five years from January 2, 2023, unless terminated earlier by giving appropriate notice. Either party may terminate this MSA at any time by giving 30 days written notice to the other party.

Upon termination of the MSA, the provisions of this MSA shall continue to apply to all services rendered prior to termination.

17. Agreement

We appreciate the opportunity to be of service to you and believe this MSA accurately summarizes the significant terms of our relationship. This MSA, along with the applicable addendum(s) and SOW(s), constitute the entire agreement regarding services to be performed and supersedes all prior agreements (whether oral or written), understandings, negotiations, and discussions between you and CLA. If you have any questions, please let us know. If you agree with the terms of our relationship as described in this MSA, please sign, date, and return.

CliftonLarsonAllen LLP

Brock Geyen, CPA

Managing Principal of Office - Western Wisconsin

715-852-1108

brock.geyen@claconnect.com

Response:

This MSA correctly sets forth the understanding of Town of Osceola

CLA

Brock Geyen, CPA



SIGNED 2/10/2023, 4:12:39 PM CST

Client

Town of Osceola



Dale Lindh, Town Board Chair

SIGNED 2/13/2023, 11:35:09 AM CST

Town of Osceola



Denise Skjerven, Clerk

SIGNED 2/15/2023, 8:53:37 AM CST



Statement of Work - Audit Services

January 2, 2023

This document constitutes a statement of work ("SOW") under the master service agreement ("MSA") dated January 2, 2023, or superseding MSA, made by and between CliftonLarsonAllen LLP ("CLA," "we," "us," and "our") and Town of Osceola ("you," "your," or "the entity"). We are pleased to confirm our understanding of the terms and objectives of our engagement and the nature and limitations of the services CLA will provide for the entity as of and for the year ended December 31, 2022.

Brock Geyen is responsible for the performance of the audit engagement.

Scope of audit services

We will audit the financial statements of Town of Osceola, which comprise the financial statements identified below, and the related notes to the financial statements (collectively, the "financial statements").

The governmental activities, the major fund and the aggregate remaining fund information as of and for the year ended December 31, 2022.

We will also evaluate and report on the presentation of the supplementary information accompanying the financial statements in relation to the financial statements as a whole.

Nonaudit services

We will also provide the following nonaudit services:

- Preparation of your financial statements and the related notes.
- Preparation of the supplementary information.
- Preparation of adjusting journal entries

Audit objectives

The objectives of our audit are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion about whether your financial statements are fairly presented, in all material respects, in conformity with the modified cash basis basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America (U.S. GAAP). The

effects on the financial statements of the variances between the modified cash basis of accounting and U.S. GAAP, although not reasonably determinable, are presumed to be material. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with auditing standards generally accepted in the United States of America (U.S. GAAS) will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

Our audit will be conducted in accordance with U.S. GAAS. Those standards require us to be independent of the entity and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. Our audit will include tests of your accounting records and other procedures we consider necessary to enable us to express such an opinion.

We will also perform procedures to enable us to express an opinion on whether the supplementary information (as identified above) accompanying the financial statements is fairly stated, in all material respects, in relation to the financial statements as a whole.

We will issue a written report upon completion of our audit of your financial statements.

The report will include a statement that the report is intended solely for the information and use of management, those charged with governance, others within the entity, and specific regulatory bodies and is not intended to be and should not be used by anyone other than these specified parties.

Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinion, add an emphasis-of-matter or other-matter paragraph to our auditors' report, or if necessary, withdraw from the engagement. If our opinion is other than unmodified, we will discuss the reasons with you in advance. If circumstances occur related to the condition of your records, the availability of sufficient, appropriate audit evidence, or the existence of a significant risk of material misstatement of the financial statements caused by error, fraudulent financial reporting, or misappropriation of assets, which in our professional judgment prevent us from completing the audit or forming an opinion on the financial statements, we retain the right to take any course of action permitted by professional standards, including declining to express an opinion or issue a report, or withdrawing from the engagement.

Auditor responsibilities, procedures, and limitations

We will conduct our audit in accordance with U.S. GAAS.

Those standards require that we exercise professional judgment and maintain professional skepticism throughout the planning and performance of the audit. As part of our audit, we will:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and evaluate whether audit evidence obtained is sufficient and appropriate to provide a basis for our opinions. The risk of not detecting a

material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. However, we will communicate to you in writing any significant deficiencies or material weaknesses in internal control relevant to the audit of the basic financial statements that we have identified during the audit.

- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the basic financial statements, including the amounts and disclosures, and whether the basic financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

- Conclude, based on our evaluation of audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the entity's ability to continue as a going concern for a reasonable period of time.

Although our audit planning has not been concluded and modifications may be made, we have identified the following significant risk(s) of material misstatement as part of our audit planning:

- Management override of controls
- Lack of segregation of duties
- Revenue recognition

There is an unavoidable risk, because of the inherent limitations of an audit, together with the inherent limitations of internal control, that some material misstatements may not be detected, even though the audit is properly planned and performed in accordance with U.S. GAAS. Because we will not perform a detailed examination of all transactions, material misstatements, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity, may not be detected.

In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management and those charged with governance of any material errors, fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management and those charged with governance of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential.

Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Management responsibilities

Our audit will be conducted on the basis that you (management and, when appropriate, those charged with governance) acknowledge and understand that you have certain responsibilities that are fundamental to the conduct of an audit.

Management is responsible for the preparation and fair presentation of the financial statements in accordance with the modified cash basis basis of accounting. Management's responsibilities include the selection and application of accounting principles; recording and reflecting all transactions in the financial statements; determining the reasonableness of significant accounting estimates included in the financial statements; adjusting the financial statements to correct material misstatements; and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

Management is responsible for including all informative disclosures that are appropriate for the modified cash basis basis of accounting. Those disclosures will include (a) a description of the modified cash basis basis of accounting, including a summary of significant accounting policies, and how the modified cash basis basis of accounting differs from U.S. GAAP; (b) informative disclosures similar to those required by U.S. GAAP; and (c) additional disclosures beyond those specifically required that may be necessary for the financial statements to achieve fair presentation.

You are responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including monitoring ongoing activities and safeguarding assets. You are responsible for the design, implementation, and maintenance of internal controls to prevent and detect fraud; assessing the risk that the financial statements may be materially misstated as a result of fraud; and for informing us about all known or suspected fraud affecting the entity involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the entity received in communications from employees, former employees, regulators, or others. In addition, you are responsible for identifying and ensuring that the entity complies with applicable laws and regulations, and informing us of all instances of identified or suspected noncompliance whose effects on the financial statements should be considered.

You are responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, including amounts and disclosures, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters, and for the accuracy and completeness of that information (including information from within and outside of the general and subsidiary ledgers); (2) additional information that we may request for the purpose of the audit; and (3) unrestricted access to persons within the entity from whom we determine it necessary to obtain audit evidence.

You agree to inform us of events occurring or facts discovered subsequent to the date of the financial statements that may affect the financial statements.

Management is responsible for the preparation of the supplementary information in accordance with the

modified cash basis of accounting. You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon or make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. You agree to provide us written representations related to the presentation of the supplementary information.

Management is responsible for providing us with a written confirmation concerning representations made by you and your staff to us in connection with the audit. During our engagement, we will request information and explanations from you regarding, among other matters, the entity's operations, internal control, future plans, specific transactions, and accounting systems and procedures. The procedures we will perform during our engagement and the conclusions we reach as a basis for our report will be heavily influenced by the representations that we receive in the representation letter and otherwise from you. Accordingly, inaccurate, incomplete, or false representations could cause us to expend unnecessary effort or could cause a material fraud or error to go undetected by our procedures. In view of the foregoing, you agree that we shall not be responsible for any misstatements in the entity's financial statements that we may fail to detect as a result of misrepresentations made to us by you.

Responsibilities and limitations related to nonaudit services

For all nonaudit services we may provide to you, management agrees to assume all management responsibilities; oversee the services by designating an individual, preferably within senior management, who possesses suitable skill, knowledge, and/or experience to understand and oversee the services; evaluate the adequacy and results of the services; and accept responsibility for the results of the services. Management is also responsible for ensuring that your data and records are complete and that you have received sufficient information to oversee the services.

Use of financial statements

Should you decide to include or incorporate by reference these financial statements and our auditors' report(s) thereon in a future private placement or other offering of equity or debt securities, you agree that we are under no obligation to re-issue our report or provide consent for the use of our report in such a registration or offering document. We will determine, at our sole discretion, whether we will re-issue our report or provide consent for the use of our report only after we have performed the procedures we consider necessary in the circumstances. If we decide to re-issue our report or consent to the use of our report, we will be required to perform certain procedures including, but not limited to, (a) reading other information incorporated by reference in the registration statement or other offering document and (b) subsequent event procedures. These procedures will be considered an engagement separate and distinct from our audit engagement, and we will bill you separately. If we decide to re-issue our report or consent to the use of our report, you agree that we will be included on each distribution of draft offering materials and we will receive a complete set of final documents. If we decide not to re-issue our report or decide to withhold our consent to the use of our report, you may be required to engage another firm to audit periods covered by our audit reports, and that firm will likely bill you for its services. While the successor auditor may request access to our workpapers for those periods, we are under no obligation to permit such access.

If the parties (i.e., you and CLA) agree that CLA will not be involved with your official statements related to municipal securities filings or other offering documents, we will require that any official statements or other offering documents issued by you with which we are not involved clearly indicate that CLA is not involved with the contents of such documents. Such disclosure should read as follows:

CliftonLarsonAllen LLP, our independent auditor, has not been engaged to perform and has not performed, since the date of its report included herein, any procedures on the financial statements addressed in that report. CliftonLarsonAllen LLP also has not performed any procedures relating to this offering document.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website or submitted on a regulator website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in those sites or to consider the consistency of other information in the electronic site with the original document.

We may issue preliminary draft financial statements to you for your review. Any preliminary draft financial statements should not be relied on or distributed.

Engagement administration and other matters

We understand that your employees will prepare all confirmations, account analyses, and audit schedules we request and will locate any documents or invoices selected by us for testing. A list of information we expect to need for our audit and the dates required will be provided in a separate communication.

Professional standards require us to be independent with respect to you in the performance of these services. Any discussion that you have with our personnel regarding potential employment with you could impair our independence with respect to this engagement. Therefore, we request that you inform us prior to any such discussions so that we can implement appropriate safeguards to maintain our independence and objectivity. Further, any employment offers to any staff members working on this engagement without our prior knowledge may require substantial additional procedures to ensure our independence. You will be responsible for any additional costs incurred to perform these procedures.

Our audit engagement ends on delivery of our signed report. Any additional services that might be requested will be a separate, new engagement. The terms and conditions of that new engagement will be governed by a new, specific SOW for that service.

Fees

Our professional fees will be billed based on the time involved and the degree of responsibility and skills required. We will also bill for expenses (including travel, internal and administrative charges) plus a technology and client support fee of five percent (5%) of all professional fees billed. The total fees and expenses for the engagement will not exceed \$5,775. This estimate is based on anticipated cooperation from your personnel and their assistance with locating requested documents and preparing requested schedules. If the requested items are not available on the dates required or are not accurate, the fees and expenses will likely be higher. Our invoices, including applicable state and local taxes, will be rendered each month as

work progresses and are payable on presentation.

Unexpected circumstances

We will advise you if unexpected circumstances require significant additional procedures resulting in a substantial increase in the fee estimate.

Changes in accounting and audit standards

Standard setters and regulators continue to evaluate and modify standards. Such changes may result in new or revised financial reporting and disclosure requirements or expand the nature, timing, and scope of the activities we are required to perform. To the extent that the amount of time required to provide the services described in the SOW increases due to such changes, our fee may need to be adjusted. We will discuss such circumstances with you prior to performing the additional work.

Agreement

We appreciate the opportunity to provide to you the services described in this SOW under the MSA and believe this SOW accurately summarizes the significant terms of our audit engagement. This SOW and the MSA constitute the entire agreement regarding these services and supersedes all prior agreements (whether oral or written), understandings, negotiations, and discussions between you and CLA related to audit services. If you have any questions, please let us know. Please sign, date, and return this SOW to us to indicate your acknowledgment and understanding of, and agreement with, the arrangements for our audit of your financial statements including the terms of our engagement and the parties' respective responsibilities.

Sincerely,

CliftonLarsonAllen LLP

Response:

This letter correctly sets forth the understanding of Town of Osceola.

CLA

Brock Geyen, CPA

Brock Geyen

Client

Town of Osceola

Dale Lindh

Dale Lindh, Board Chair

Town of Osceola

Denise Skjerven

Denise Skjerven, Clerk

DRAFT

N O T I C E

**TOWN OF
OSCEOLA**

**TEMPORARY
GROSS WEIGHT
RESTRICTIONS**

**Beginning [TBD: March 21,
2023]**

**4.5 Ton Per Axle
7 Ton Tandem**

**By Order of
The Town Board**

61

**TOWN OF OSCEOLA
PLAN COMMISSION
REGULAR MONTHLY MEETING
TUESDAY, February 28, 2023 – 6 P.M.**

MINUTES

The Plan Commission of the Town of Osceola held a meeting on Tuesday, February 28, 2023, at the Osceola Town Hall, Dresser, Wisconsin.

CALL TO ORDER

Chair Utke called the meeting to order at 6:04 p.m.

VERIFICATION OF MEETING POSTING

Notice of the Plan Commission Meeting was posted at the Town Hall, the Dresser Post Office, First National Community Bank, the Town Website and the Town Facebook site.

PLEDGE OF ALLEGIANCE

Chair Utke led the group in the Pledge of Allegiance.

ROLL CALL

PRESENT: Chair Jeremy Utke, Dan Tronrud, Jim Berg, John Cronick, Kim Kaiser.

ABSENT: Warren Johnson, Cindy Thorman

APPROVAL OF PROPOSED AGENDA

MOTION BY CRONICK / 2ND BY BERG TO APPROVE THE AGENDA. MOTION CARRIED.

APPROVAL OF MINUTES OF PREVIOUS MEETINGS

MOTION BY CRONICK / 2ND BY KAISER TO APPROVE THE TUESDAY, JANUARY 24, 2023 MEETING MINUTES. MOTION CARRIED.

PUBLIC COMMENT

None - 2 in attendance, 2 online

OLD BUSINESS

A. TOWN VISION FOR COMPREHENSIVE PLAN: REVIEWS / UPDATES

Brief discussion about the Comprehensive Plan and which elements should be updated at this time. Dan Tronrud presented the board with a list of 10 elements from Steven Engineers. The board feels we should have Steven Engineers update elements 2 (Economic Development), 3 (Housing), and 7 (Issues and Opportunities). The current Comprehensive Plan recommends that census data be updated within one year of the data becoming available. The board will review elements 4 (Implementation), 5 (Intergovernmental Cooperation), 6 (Introduction) and 10 (Utilities and Community Facilities). Elements 1 (Agricultural, Natural, and Cultural Resources), 8 (Land Use) and 9 (Transportation) may reviewed and update when the entire Comprehensive Plan is updated.

MOTION BY CRONICK / 2ND BY TRONRUD TO RECOMMEND THE TOWN BOARD CONTRACT STEVEN ENGINEERS TO UPDATE ELEMENTS 2, 3, AND 7 OF THE COMPREHENSIVE PLAN FOR AN APROXIMENT COST OF \$2625. MOTION CARRIED.

NEW BUSINESS

None

CHAIRMAN'S REPORT

None

COMMISSION MEMBER COMMENTS

None

FUTURE MEETING AGENDA ITEMS

None

NEXT PLAN COMMISSION MEETING

MEETING SET FOR MARCH 28, 2023 6 PM

ADJOURNMENT

MOTION BY BERG / 2ND BY TRONRUD TO ADJOURN THE PLAN COMMISSION MEETING HELD THIS TUESDAY THE 28TH DAY OF FEBRUARY 2023. MOTION CARRIED.

Being no further business to come before the Plan Commission, the Meeting was adjourned at 7:00 p.m.

Jim Berg, Plan Commission Member

TO BE APPROVED: March 28, 2023