

# TOWN OF HARTLAND MONTHLY MEETING

March 9, 2020

Approved: April 11, 2020

## Town Officials:

Chairman: Tom Riehl

Treasurer: Jenny Mitchell

Clerk: Sharon Riehl

Supervisor: Bill Berkhahn

Supervisor: Dave Bohm

Deputy Clerk: Rhoda Lehrke

Others present: Peter Schmidt, Tom McClone, Tim Leitermann, Christine Hornung, Ross Berkhahn, Pam Berkhahn, Robert Leisner, Dan Leisner, Bill Lee, Randy Radloff

## Call to Order

The monthly meeting of the Town of Hartland, held on Monday, March 9, 2020 was called to order at 6:37 pm by the Town Chairman Tom Riehl, who led the pledge of allegiance.

## Meeting Notices

The Chairman verified that proper postings had been placed at the Hartland Town Hall and the Town of Hartland Website. <http://www.townofhartlandwi.com>.

## Approval of Agenda

Motion was made by Bill and seconded by Dave to approve the agenda and deviate from the order if necessary. Motion carried.

## Minutes.

The minutes from February 10, 2020 were reviewed. Motion by Bill and seconded by Dave to approve. Motion carried.

## Treasurer's Report

February Income	\$120,133.31
February Expenses	\$776,960.87
Checking Account Balance	\$5,462.40
Money Market Balance	\$561,296.55
General Reserve Fund Balance	\$194,551.25
Michels Reclamation Fund	\$40,003.53
Total Cash on Hand	\$801,313.73

The treasurer's report was read by Jen, who indicated some income was from the tax roll and expenses included the tax settlement for February. Motion made by Tom and seconded by Bill to approve the Treasurer's report. Motion carried.

## Vouchers and Bills to be Paid

The clerk presented Tax Settlement checks 10686 - 10689 totaling \$ 427,782.20, Payroll Checks 10690 – 10696 totaling \$ 8967.83, and Voucher Checks 10697 - 10719 totaling \$ 28,211.69 for a Grand Total of \$ 464,961.72. The vouchers included back payments dating to July of 2018 for Planning Commission Members. Motion by Tom and seconded by Bill to approve the March vouchers. Motion carried.

## Clerks Report

Rhoda presented the February financials with the property taxes paid out. The down payment was made on the new fire truck. The final 2013 fire truck payment will be made in 2020. Motion by Tom and seconded by Bill to approve. Motion carried. There were two hall rentals which began a discussion on partial or no deposit refunded for damages or additional cleaning needed after rental. Motion by Tom and seconded by Bill to return or retain ENTIRE security deposit. Permit wording should state 'After inspection, the security deposit check will be sent back if there are **no damages or extra cleaning needed**. Otherwise the renter will forfeit the entire security deposit.' The front door needs to be repaired

as it sticks. Chairman will call for repair. Maple Grove board agreed with Hartland that the Badger Labs testing process of the Angelica Landfill should not be challenged. There is Annual Clerk and Treasurers Institute training July 12 – 17 in Green Bay that the clerk will attend and will complete a scholarship application for.

The Planning Commission created Resolution Approving Zoning Change for Vandenberg 2020-1. Motion by Tom and seconded by Dave to approve. The Planning Commission created Ordinance to Amend the Comp Plan 2020-1. Motion by Tom and seconded by Bill to approve. The Wisconsin DOT confirmed that 84 towns were awarded MLS grants after 1036 applications were submitted requesting \$570 million while only \$28.7 million was available. The Annual Newsletter contains a section on Construction Permits. After discussion, clerk will invite Building Inspector to April meeting to explain the process. After a resident questioned the Town of Hartland Board of Audit, the WTA confirmed the Board of Audit was a requirement appealed in 1982/1983. Motion by Tom and seconded by Bill to eliminate the Board of Audit. Although the clerk offered to use her personal Hot Spot at the Town Hall for internet, Cellcom indicated that it would not work well with multiple users connected. The Village of Bonduel sent a copy of their Emergency Response Plan. We will have a special dedication to the Woldt family honoring Bob's year of service.

#### **Chairman/Road Report**

There is placement of signage needed once the ground is thawed and Digger's Hotline can be notified. Town Hall maintenance was discussed – Indoor Flag Pole, men's bathroom faucet, flooring should be replaced. Motion by Tom to replace flag pole and faucet, seconded by Dave. Motion carried. Flooring samples will be provided soon by clerk. Tom reported attending the S. Highline permit pre-application meeting with McMahon Engineering and the DNR on February 20. The necessary permit process was discussed as well as wetland mitigation. With the permits needed, construction will most likely not begin in 2020. Road funds will be retained for future construction. Tom attended the WAPA Road meeting which discussed road repair options and possible future funding. Tom gave supervisors pamphlets to review. There are dips in Wildlife road that need signage and/or repair.

#### **Fire Department Report**

Randy Radloff from the Bonduel Fire Department was present to get current signatures on the Bonduel Fire Department agreement with the Town of Hartland. Motion by Tom and seconded by Bill to have the Chairman and Clerk sign the agreement and the Bonduel Clerk will be emailing copies to the Hartland Clerk. Dave Bohm requested a new Fire Truck drawing and Randy said one will be provided as well as a new comprehensive plan as the 20-year plan has expired. Tom read the Fire Report indicating there were 4 calls in the previous month.

#### **Zoning Administrator Report**

No report.

#### **EMS and First Responder Report**

Minutes available.

#### **Bonduel School District**

Minutes available.

#### **New Business**

Dave Bohm is in need of a new Fire Number/Driveway after splitting his previous house from his business. Dave can complete and pay for the permit which is good for one year.

Peter Schmidt discussed an upcoming Shawano County meeting on the 2<sup>nd</sup> Amendment which addresses gun control.

#### **Public Comment (5-minute limit)**

Robert Leisner commented on the S. Highline Rd project indicating he wants to be informed before construction starts.

#### **Adjourn and Set Next Meeting**

The next monthly meeting will be held on April 13, 2020, at 7:00 p.m. Motion by Tom and seconded by Bill to set next meeting date and adjourn. Motion carried. Meeting adjourned at 7:37 p.m.

TOWN OF HARTLAND  
SHAWANO COUNTY, WISCONSIN  
Summary Statement of Net Income  
Calendar YTD 2020 as of  
**February 29, 2020**

	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>\$ Over Budget</u>
<b>Income</b>				
Taxes	-312,150.95	205,361.79	312,585	-107,223
Intergovernmental Revenues	0.00	35,195.49	200,133	-164,938
Licenses and Permits	0.00	3,250.00	8,350	-5,100
Public Charges for Services	0.00	0.00	938	-938
Miscellaneous Revenue	4,366.50	5,262.12	5,500	-238
<b>Total Income</b>	<u>-307,784.45</u>	<u>249,069.40</u>	<u>527,506</u>	<u>-278,437</u>
<b>Expense</b>				
General Government	1,739.43	4,595.87	78,450	-73,854
Public Safety	7,762.82	18,730.98	68,150	-49,419
Public Works	16,182.20	31,365.69	338,750	-307,384
Culture, Recreation, Education	0.00	0.00	50	-50
Conservation & Development	0.00	0.00	7,900	-7,900
Debt Service	0.00	0.00	23,958	-23,958
<b>Total Expense</b>	<u>25,684.45</u>	<u>54,692.54</u>	<u>517,258</u>	<u>-462,565</u>
	<u><b>-333,468.90</b></u>	<u><b>194,376.86 *</b></u>	<u><b>10,248</b></u>	<u><b>184,129</b></u>
Transfer to Fire Truck Reserve (Jan)		-10,000.00	-10,000	0
Transfer from Fire Truck Reserve (Feb)	40,000.00	40,000.00		
Down Payment on 2020 Fire Truck (Feb) **	-40,000.00	-40,000.00		
	<u>-333,468.90</u>	<u>184,376.86</u>	<u>248</u>	<u>184,129</u>
<b>** Budgeted for in Fiscal Years 2017 - 2020 at \$10,000 per year to build a reserve totaling of \$40,000.</b>				
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Beginning Fund Balance - All Accounts		646,936.87		
Net Income		194,376.86 *		
Down Payment on 2020 Fire Truck		-40,000.00		
Ending Fund Balance - All Accounts		<u>801,313.73</u>		
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<b>Account Balances:</b>				
Checking		5,462.40		
Money Market Account		561,296.55		
Michels Reclamation Fund		40,003.53		
Road Reserve		194,551.25		
		<u>801,313.73</u>		