

TOWN OF HARTLAND MONTHLY MEETING

September 14, 2020

Approved: October 12, 2020

Town Officials:

Chairman: Tom Riehl

Treasurer: Jenny Mitchell

Clerk: Sharon Riehl

Supervisor: Bill Berkhahn

Supervisor: Dave Bohm

Deputy Clerk: Rhoda Lehrke – Conference Call

Others present: Tim Leiterman, Christina Hornung

Call to Order

The monthly meeting of the Town of Hartland, held on Monday, September 14, 2020 was called to order at 7:02 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 Tom and seconded by Bill to approve the agenda and deviate from the order if necessary. Motion carried.

Minutes.

The minutes from August 10, 2020 meeting were reviewed. Motion by Bill and seconded by Tom to approve. Motion carried.

Treasurer’s Report

August Income	\$101,117.30
August Expenses	\$7,645.00
Checking Account Balance	\$3,841.18
Money Market Balance	\$644,190.77
General Reserve Fund Balance	\$195,193.09
Michels Reclamation Fund	\$40,024.66
Total Cash on Hand	\$883,249.70

The treasurer’s report was read by Jen. 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 Voucher Checks 10796 - 10822 totaling \$28,823.52, and payroll checks 10823 – 10829 totaling \$8767.84 for a total of \$37,591.36. Motion by Bill and seconded by Tom to approve the September vouchers. Motion carried.

Clerks Report

Rhoda gave the financial report for August Month end. Motion by Tom and seconded by Bill to approve financial report. Motion carried. There will be free COVID-19 testing on September 15-16 at Crawford Center. Aaraon Damrau is running for Menominee-Shawano County District Attorney and requested an appearance at the Hartland October 12 monthly meeting. The clerk indicated there were 2 Special Assessments and 2 Town Hall Rentals. The carpet needs to be cleaned and previous Chem Dry vendor has new owner offering 10% discount. Dave Bohm knows of someone who does carpet cleaning and will reach out to him for a cost quote. Each year the town approves a Resolution stating the Town of Hartland is obligated to pay all state and county taxes required by law in the event the treasurer fails to do so.

This year the County will no longer accept a resolution. Motion by Tom and seconded by Bill to approve Ordinance 2020-3, Exempt Town Treasurer From Treasurer's Bond, as per 70.67 (2) Wis Statute. Motion carried.

WEC CARES approved the expenses submitted for the recent grant total of \$691.70. The WEC Election Security Grant awarded \$1100 - \$600 for a new computer and \$500 for IT support. Laptop was purchased and IT Support was contracted with Computer Haus. The Routes to Recovery grant for Hartland is \$14,502 for expenses justified by COVID-19. A list of eligible expenses was received, which indicated several items that Hartland could capitalize on including a speaker with USB/Bluetooth connectivity to smart devices for conference calls. Board will look into quotes to replace the flooring in the hall, excluding the office, restrooms or entry way.

Timothy Schmid who previously handled legal matters for the Town of Hartland has retired, but forwarded an Order of Discharge in the matter of the Brodhagen bankruptcy.

A letter was sent to Ellie Thayer, Village of Bonduel resident, regarding her recent complaint of rat infestation at her home that she feels is coming from a Hartland resident.

Chairman/Road Report

The chairman received WISLR (Wisconsin Local Roads) report request that is due annually. The chairman will meet with supervisors after the meeting. The chairman inspected the Klemens driveway permit on Oakcrest Drive and determined an 18" culvert was needed. The hall parking lot is now sealed and the East drive should be addressed in the future with an overlay. Due to heavy equipment using the parking lot, a 'No Semis' sign is now installed on the East drive and the second sign will be installed on the West drive soon. There was a discussion on installing the road signs and ATV signs which are now received and at the Chairman's residence.

The Twin Creek road culvert is ordered with delivery expected soon and installation by Matt Maroszek.

Regarding S.Highline Rd, McMahon submitted the wetland delineation report with copies issued to Chairman and supervisors. The compensation site plan from McMahon should be finalized next week.

Fire Department Report

Fire Chief Robbie Woldt was absent. There were 4 calls in August - Village Alarm, Accident Town of Washington and another on Hwy 29, Structure fire in Shawano. The plan to order four sets of turn out gear was changed to two sets with the difference of \$5000 to be applied to the new training project. Motion by Tom and seconded by Bill to approve shifting cost of turn out gear to the training facility.

Zoning Administrator Report

No report.

EMS and First Responder Report

Minutes available.

Bonduel School District

No minutes available.

Closed Session

At 7:50 pm, motion by Tom and seconded by Bill to enter closed session to discuss personnel compensation. Motion carried. Entire board went into closed session including Jen Mitchell and Rhoda Lehrke on conference call. At 8:20 pm, motion by Tom and seconded by Bill to adjourn closed session. Motion carried. Motion by Dave and seconded by Bill to reconvene open session. Motion carried.

Adjourn and Set Next Meeting

The next monthly meeting will be held on October 12, 2020, at 7:00 p.m. Meeting adjourned at 8:22 p.m.

TOWN OF HARTLAND
 SHAWANO COUNTY, WISCONSIN
 Summary Statement of Net Income
 Calendar YTD 2020 as of
August 31, 2020

	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Income				
Taxes	98,528.95	314,229.12	312,585	1,644
Intergovernmental Revenues	0.00	119,821.48	200,133	-80,312
Licenses and Permits	1,700.00	19,887.24	8,350	11,537
Public Charges for Services	447.00	447.00	938	-491
Miscellaneous Revenue	552.87	8,303.91	5,500	2,804
Total Income	<u>101,228.82</u>	<u>462,688.75</u>	<u>527,506</u>	<u>-64,817</u>
Expense				
General Government	1,460.97	44,314.17	78,450	-34,136
Public Safety	1,095.96	37,707.33	68,150	-30,443
Public Works	5,088.07	76,840.69	338,750	-261,909
Culture, Recreation, Education	0.00	0.00	50	-50
Conservation & Development	0.00	3,555.68	7,900	-4,344
Debt Service	0.00	23,958.05	23,958	0
Total Expense	<u>7,645.00</u>	<u>186,375.92</u>	<u>517,258</u>	<u>-330,882</u>
	<u>93,583.82</u>	<u>276,312.83</u> *	<u>10,248</u>	<u>266,065</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>93,583.82</u>	<u>266,312.83</u>	<u>248</u>	<u>266,065</u>
** Budgeted for in Fiscal Years 2017 - 2020 at \$10,000 per year to build a reserve totaling of \$40,000.				
Beginning Fund Balance - All Accounts		646,936.87		
Net Income		276,312.83 *		
Down Payment on 2020 Fire Truck		-40,000.00		
Ending Fund Balance - All Accounts		<u>883,249.70</u>		
Account Balances:				
Checking		3,841.18		
Money Market Account		644,190.77		
Michels Reclamation Fund		40,024.66		
Road Reserve		195,193.09		
		<u>883,249.70</u>		