

**TOWN OF HARTLAND MONTHLY MEETING**

January 10, 2022

Approved: February 14, 2022

**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: Bob Liesner, Dan Liesner, Tim Leitermann, Christina Hornung, Ross Berkhahn, Robbie Woldt, Matt Maroszek

**Call to Order**

The monthly meeting of the Town of Hartland, held on Monday, January 10, 2022 was called to order at 7:03 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 the December 13th monthly meeting were reviewed. Motion by Bill and seconded by Dave to approve the minutes. Motion carried.

**Treasurer’s Report**

December Income	\$891.43
December Expenses	\$28,822.61
Checking Account Balance	\$3,579.24
Money Market Balance	\$354,687.43
General Reserve Fund Balance	\$196,499.60
Michels Reclamation Fund	\$40,800.03
Total Cash on Hand	\$595,566.30

The treasurer’s report was read by Jen, who mentioned we received January 2022 tax collections of \$242,198.09, which is approximately a third of the property taxes. Motion made by Tom and seconded by Dave to approve the Treasurer’s report. Motion carried.

**Vouchers and Bills to be Paid**

The clerk reported Voucher Checks 11148 – 11163, a state DOR payment of \$199.54 and the 2021 QTR 4 US Treasury payment of \$1861.96, totaling \$284, 213.03. Motion by Bill and seconded by Dave to approve the January vouchers. Motion carried.

**Clerks Report**

Rhoda gave the financial report for December, noting the Year-to-Date Budget reflects the large amount of road work done, and also noting the ARPA grant of \$46,643 received. Motion by Tom and seconded by Dave to approve financial report. Motion carried.

There was 1 Special Assessment request and 4 Town Hall rentals.

On January 6, 2022, the U.S. Department of the Treasury adopted a final rule implementing the Coronavirus State and Local Fiscal Recovery Funds (SLFRF). This rule clarified that the ARPA funds can be used for Government Services, which includes road construction. The second payment of \$46,643 will be issued in May of 2022.

WE Energies changed their monthly billing cycle to the 13<sup>th</sup> of the month. In order for us to keep our invoices paid on time, we will now be under the Budget Billing program, which is reviewed and adjusted annually.

The WTA attorney clarified that a town can use s.86.04 Wis. Stat. to get someone to move a fence or other object they installed that is encroaching on the right of way. A letter can be sent by the town or the town's attorney. If the resident does not respond and/or move the item, the town attorney will need to bring a civil suit in court. The clerk will prepare Right-of-way information for the annual newsletter to be approved by the board.

The WEC is requiring a wi.gov email address to be used by town for security reasons. This will require an Office 365 license per email at a cost of \$59 per year. Motion by Tom and seconded by Bill to acquire one address for the clerk. Motion carried.

The 2022 General Transportation Aids total is \$143,621.17.

The PASER report has been completed and invoiced. The Chairman gave report to supervisors for review.

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

Tom reported that McMahon stated the S. Highline project is a very high priority to get out within a couple weeks. They will be engaging with the DNR and Corps to reduce the time frame. There will be a public hearing soon as per McMahon with proper notices placed and property owners on S. Highline will receive a notice in the mail.

Tom received a call from the resident on White Lake Rd thanking us for the quick action on his mailbox replacement.

Tom mentioned the Caucus for Town Board Offices is one year away and he will not be running for Chairman. If anyone knows of anyone interested, please invite them to monthly board meetings, or call the current Chairman for information.

#### **Fire Department Report**

Bonduel Fire Chief Robbie Woltd reported 5 calls in December and a total of 50 calls in 2021. Three officers have attended additional training. Shawano County will now start dispatching specific units. The Fire Department has 32 members and feel another 12 are needed. The annual bowling tournament will be held on January 29, 2022 at Lake Shore Lanes, starting at 11:00 am.

#### **Zoning Administrator Report**

No report.

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

No minutes available. Bill reported there are 3 new members. In addition to their training classes, they receive additional training by current EMS members.

#### **Bonduel School District**

Minutes available.

#### **Public Comments**

Bob Leisner asked, "what is an easement?" The treasurer read the definition found online being; a right to cross or otherwise use someone else's land for a specified purpose. The board stated this easement is handled by Shawano County. Bob then expressed concern about right-of-way brush cutting and felt if trees should not be in the right-of-way, then the Chairman has to remove two from his yard. The Town Board grants permission to clear the right-of-way along town roads for the purpose of vehicle driver safety, water drainage, electrical lines, etc. This is not referring to clearing anything in a residents' yard, unless it is a safety hazard.

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

The next monthly meeting will be held on February 14, 2022 at 7:00 p.m. Meeting adjourned at 7:40 p.m.

TOWN OF HARTLAND  
 SHAWANO COUNTY, WISCONSIN  
 Summary Statement of Net Income  
 Calendar YTD 2021 as of  
**December 31, 2021**

	<u>Current Month</u>	<u>Year to Date</u>	<u>Adj Budget \$ Over Budget</u>	
<b>Income</b>				
Taxes	0.00	334,034.77	317,123	16,912
Intergovernmental Revenues	0.00	247,318.74	200,676	46,643
Licenses and Permits	0.00	14,977.97	9,850	5,128
Public Charges for Services	468.75	1,012.00	938	74
Miscellaneous Revenue	530.69	8,027.74	5,500	2,528
<b>Total Income</b>	<u>999.44</u>	<u>605,371.22</u>	<u>534,087</u>	<u>71,284</u>
<b>Expense</b>				
General Government	14,468.78	84,560.56	88,435	-3,874
Public Safety	5,912.41	57,166.17	62,950	-5,784
Public Works	6,941.42	664,368.20	788,480	-124,112
Culture, Recreation, Education	0.00	50.00	50	0
Conservation & Development	1,500.00	6,215.00	8,080	-1,865
Debt Service	0.00	31,307.91	31,308	-0
<b>Total Expense</b>	<u>28,822.61</u>	<u>843,667.84</u>	<u>979,303</u>	<u>-135,635</u>
<b>Net Income</b>	<u><u>-27,823.17</u></u>	<u><u>-238,296.62 *</u></u>	<u><u>-445,216</u></u>	<u><u>206,919</u></u>
Transfer to Fire Truck Reserve (Jan)		-5,500.00	-5,500	0
<b>Net Income less Reserve</b>	<u><u>-27,823.17</u></u>	<u><u>-243,796.62</u></u>	<u><u>-450,716</u></u>	<u><u>206,919</u></u>
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Beginning Fund Balance - All Accounts		833,862.92		
Net Income		<u>-238,296.62 *</u>		
Ending Fund Balance - All Accounts		595,566.30		
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<b>Account Balances:</b>				
Checking		3,579.24		
Money Market Account		354,687.43		
Michels Reclamation Fund		40,800.03		
ARPA Grant Balance		46,839.18		
Fire Truck Reserve		5,500.00		
Road Reserve		<u>144,160.42</u>		
		595,566.30		
2020 Fire Truck Loan Balance:		237,523.35		