

TOWN OF LODI
SPECIAL TOWN BOARD MEETING MINUTES
THURSDAY, AUGUST 13, 2020

1. Call to order & roll call: Meeting called to order @ 6:00 p.m. remote via Zoom by Chairman Henry. Board members present: Brian Henry, James Brooks, Aaron Arnold, Marc Hamilton, Karla Faust. Also present: Roger Henn (Public Works), Kay Wetzel (RemoteTech Inc). Audience: Roberta Arnold.

2. Electronic Devices for Town Board: Henry – August 4th the server with the WI DOA was hacked and took out the Town of Lodi's (and several others) websites. Thus, we could not legally post meeting notices, and thus could not have any meetings until yesterday when the problem was solved. Fortunately, the hack did not spread to the town's computers and cause mass problems. Risks to the town computers were before this happened and are still greatly eliminated now due to the work contracted through Kay Wetzel and being done. We are looking at getting Surface Pro or equivalent devices or laptop computers for all Town Board members so that they no longer have to use their own personal computers for town business. Currently the Clerk-Treasurer, Deputy Clerk-Treasurer and Public Works Director have Surface Pro's they're currently using. Brooks – Karla could also use a town device for her work with the LAFD Board, I could use it also as Administrator for Zoom for our meetings; etc.... Initially the State of WI thought possibly the hack/virus came from the former Deputy Clerk-Treasurer's home computer when he uploaded a town notice on the town's website (through the WI DOA) from his home personal computer. Faust – what do we have in the budget for computers? Henry – we had \$1,000, and we're already \$1,000 over budget for what we've had to purchase to-date this year. Goeske – there is \$1,000 in Contingency in the 2020 Budget. Brooks – currently Best Buy has the best price for Surface Pro's @ \$700, Kay cannot get them for us through her business any cheaper. Hamilton – are you expecting we will carry these Surface Pro's with us to do all town business and check our town email? Brooks – when you use your personal computers and devices for town business those computers and devices are subject to public information requests. Faust – if we don't have enough budgeted for these devices, how do we pay for it. Henry – with currently 1 less employee we can use some of that payroll expense to cover these. Brooks – this hack/virus to the WI DOA is just a warning of what could happen to us with elected officials and/or employees having to use their personal computers and devices for town business.

Brooks (to Wetzel) – can you change over the virus protection. Kay – it'd be the same Avast Anti-Virus Protection, Firewall, Patch software management (that can be scheduled to be done on the town devices at time(s) where they are not likely to be accessed that I have installed all this onto the town's computers and devices. It includes a secure web gateway, which protects us from websites that may attach to websites we're looking at and may look okay but aren't. For 4 users it's \$240/1-year or \$480/2 years. It takes me approximately 2 hours per device for me to set up. I also just heard from a client that we might be able to get a better price for these Surface Pro's at Wal Mart; I will continue to shop for the best price. Before we'd order I will check to make sure we'd be getting exactly what we order. One suggestion I have for those who wouldn't use their devices daily – they should turn their devices on at least once a week so that the updates can be done and not interrupt you at a time inconvenient to the user.

Brooks/Henry motion to approve the purchase of 4 Microsoft Surface Pro's from Best Buy @ \$799 each (\$3,200) plus [REDACTED], plus the 2 hours/device (\$680) labor costs; MC 5-0.

3. Light Bulb Collection Services: Henry – previously Columbia County picked up all lightbulbs from our Transfer Site to their facility. But now we have to pack them up and take them there ourselves. Arnold – I'd be willing to haul them up there if they're ready and boxed/packaged up. Henn – they're open only 1 Saturday/month. I don't have to do it only on a Saturday, I can do it during regular working hours. Hamilton – so if we don't do

this then they just end up in the trash? Henn – yes. Brooks – right now we pay a fee for each lightbulb we take up there; we don't charge residents a fee. Faust – it sounds like our free service is becoming cumbersome. Hamilton – if we don't haul them, then people will just break the bulbs up and throw them in the dumpsters (including ones with mercury in them). Henry – I prefer to continue to collect them from residents to protect the environment and prevent a hazard. Hamilton – I agree it's our duty to provide this service. Henn – I can haul them when all the boxes I have for them are full. I can probably store about 200 of them. I collected about 100/month.

Arnold/Hamilton motion to continue collecting bulbs from residents and have Henn haul them to Columbia County; MC 5-0.

4. Rentals of town-owned facilities (Town Hall, Okee School, Byrns Park Shelter): Henry – we've had a few inquiries about renting these facilities. I don't have an issue with the Byrns Park Shelter because it's mostly outside. Faust – to rent the Byrns Shelter there should be a Covid cleaning fee added to the rental fee; people should understand that. Karla – if someone rents one of our facilities, they should understand they have to sanitize the area afterwards. There does need to have a limit to the # of people who can attend. I don't see the need to open the Okee School at all. Hamilton – I'm against renting out the town hall; if we can't have our town meetings in the room, why would we let others there? Faust – I don't understand why we don't have our meetings in our town hall. There are ways to do this and still social distance. Arnold – I'm with Faust, the Covid numbers in Columbia County don't warrant it. If someone uses the town hall, they should sanitize it afterwards. Brooks – the bigger question is there an amount of people we can't go over; is it 25, is it 50 – does Columbia County have any restrictions?

Brooks/Hamilton motion to keep the Byrns Shelter available for rent; but continue to keep the town hall and Okee School closed to rentals until at least November 5, 2020. Roll call vote: Henry – yes; Brooks – yes; Arnold – no; Hamilton – yes; Faust – no; MC 3-2.

Hamilton – so do we rely on the person who rents the Byrns Shelter to clean it. *Henry/Hamilton motion that we charge the person who rents the Shelter the cleaning fee; Roll call vote: Henry – yes, Brooks – yes; Arnold – yes; Hamilton – yes; Faust – yes; MC 5-0.*

5. 2020-2021 Operator Licenses: Stacy Kratt (Lucky's); Harmit "Harry" Miranpuri (HGBP): *Brooks/Faust motion to approve both; MC 5-0.*

6. Roads & Public Accesses, including, but not limited to:

(a) Clar Mar Update: Henry – I just talked to our engineers, they should have 2 options for us to discuss and act on at our next meeting on August 25th.

(b) Summerville Park Road: Henry – water running off the road that goes into 2 residence's garages. One resident is tearing down their garage. Henn has looked at this and believes it'll be a simple fix with some drainage tubes, he'll bet some estimates. Henn will report back to us after the work is done.

Hamilton – what about crackfilling? Henn – some was recently done by Columbia County Highway. Henry – what about the Crackfilling Service approval? Henn – that'll get done once they have an opening in their schedule.

Henry – Gallagher Road is supposed to be done by the end of August.

Hamilton – how close are we going to come to using our budgeted funds for roads this year? Henry – we’ll see once we get done yet this year. Goeske – whatever we don’t use this year we can roll over for next year.

7. Minutes, Financials & Reports:

(a) Meeting Minutes of June 30, 2020: *Faust/Henry motion to approve the minutes as presented; MC 5-0.*

(b) Revenues vs. Expenditures Report thru 07/24/2020: Hamilton – public works clothing? Don’t we provide clothing for Roger? Brooks – yes, we do. Goeske – he purchased most of it last year, late in the year, so still good for this year. Hamilton – diesel fuel, should we maybe have a tank at the Transfer Site? Henn – it’d be nice, rather than hauling it in 5-gallon cans (for the Bobcat). Everything else is regular gas, not diesel.

Revenues through 07/24/20: \$475,872
 Expenditures through 07/24/20: \$441,944
 Balance through 07/24/20: \$ 33,878

(c) **Payment of Bills thru 07/24/20:** *Faust/Hamilton motion to approve payment of bills as follows totaling \$69,100.98; MC 5-0.*

<u>Count</u>	<u>Type</u>	<u>Begin #</u>	<u>End #</u>	<u>Amount \$</u>
3	Electronic Payments	EP0067	EP0069	\$ 3,815.52
1	Debit Card Transactions	DC0131	DC0131	\$ 23.21
10	Direct Deposit Paychecks	DD1238	DD1247	\$ 8,697.77
42	Checks – Settlers Bank	024285	024326	\$56,564.48
56	Disbursements Totaling:			\$69,100.98

(d) Building Reports thru 07/24/20:

<u>DATE</u>	<u># 20-</u>	<u>ISSUED TO</u>	<u>ADDRESS</u>	<u>CONST. VALUE</u>	<u>FOR</u>
01/09/20	01	JOHN HARTUNG (S E N K Holdings LLC)	W11250 Red Cedar	\$40,000	deck
01/13/20	02	LUCKYS OKEE REAL ESTATE LLC	W11579 County Rd V	\$50,000	commercial addition/remodel
01/24/20	03	BRYANT KEARNEY	W10500 CTH J	\$25,000	kitchen/bath remodel
02/04/20	04	MATT & VICTORIA HARMON	Michael Drive	\$0	driveway
02/11/20	05	TERRY BUHLER	W11549 Island View	\$50,000	finish basement
02/20/20	06	RORY PATCHIN	Red Cedar Dr.	\$0	access/driveway
02/24/20	07	JOE & LAURA BREMER/Acker Builders	Lot 26 Arbor Valley	\$0	access/driveway
02/26/20	08	CHRISTIAN WOOD / TERESE CARR	N2762 Demyneck	\$1,500	alterations
02/26/20	09	FITZ'S ON THE LAKE/Action Electric	W11602 CTH V	\$3,000	electrical upgrade
03/02/20	10	BILL McINERNEY/High Point Electric	N2815 N. Lake Point	\$3,000	electrical upgrade
03/04/20	11	TOMAS & JEAN WINTER	W10949 Arbor Valley	\$10,000	basement finish
03/12/20	12	DANIEL & JULIE MERK	N2747 N. Lake Point	\$490,000	remodel deck/porch
03/12/20	13	KEVIN & KATHRYN SOPHA	N1912 STH 113	\$1,000	sign
03/12/20	14	MARK SKORCZEWSKI	N1362 Hillestad	\$30,260	solar pv
03/13/20	15	JOSHUA & BRITTANIE DEMPSEY	W10957 Bayview	\$15,900	bathroom remodel
03/18/20	16	TODD ANDERSON	W10716 E. Harmony	\$15,000	attached garage

03/19/20	17	BRAD COOK	W11037 W. Harmony	\$100,000	whole house rehab
03/23/20	18	RICHARD & JAQUELINE WEHRENBERG	W11033 N. Lake Point	\$257,000	NEW SINGLE-FAMILY HOME
03/24/20	19	MARK & ELAINE SCHMID	W11290 Red Cedar	\$150,000	addition/remodel
03/25/20	20	GUARDIAN ANGEL FARMS/BILL & KATHY SELLNER	N681 CTH Y	\$7,600	interior remodel
03/31/20	21	JAY GAWLIKOSKI	W10911	\$5,000	alterations
03/31/20	22	JAMES HELLENBRAND	W10716 Ryan	\$15,000	Ag roof
04/10/20	23	GUARDIAN ANGEL FARMS/BILL & KATHY SELLNER	N681 CTH Y	\$24,000	garage addition
04/14/20	24	WINNEQUAH GUN CLUB	N2211 LANG	\$1,000	electrical upgrade
04/16/20	25	MATTHEW & KIMBERLY BOYER	W10912 Eagle	\$20,000	boathouse
04/16/20	26	TERRY & JEAN THOMPSON	W10784 E. Harmony	\$4,000	fence
04/20/20	27	BRAD COOK (Cook Family Trust)	W11037 W. Harmony	\$20,000	addition & service upgrade
04/20/20	28	WILLIAM & SUSAN PFEIL	N2561 CTH V	\$10,000	shed
04/27/20	29	MATTHEW & VICTORIA HARMON	N2565 Michael	\$350,000	NEW SINGLE-FAMILY HOME
04/27/20	30	MATTHEW & VICTORIA HARMON	N2565 Michael	\$45,000	detached garage
04/29/20	31	DAVID & MARGARET KLANTE	W11434 Red Cedar	\$61,000	basement finish
05/05/20	32	MICHAEL & AMANDA REISNER	W10535 River	\$3,000	fence
05/06/20	33	JESSICA OSTRANDER	W10558 River	\$25,000	covered deck
05/06/20	34	DANIEL & REBEKAH HELLENBRAND	Pollock	\$485,000	NEW SINGLE-FAMILY HOME
05/12/20	35	JAMES & SHIRLEY SCHOMMER	W11440 Bay	\$2,500	replace deck boards
05/26/20	36	THOMAS & NICOLE BUSHMAN	W10583 E. Harmony	\$1,500	deck
05/26/20	37	KENNETH & LORA NAKATEN	N2641 CTH V	\$1,200	electrical upgrade
05/26/20	38	ROBIN ROBERTS	W10930 CTH V	\$100,000	Ag pole shed
05/26/20	39	JASON & HEATHER RASMUSSEN	W11241 CTH V	\$30,000	pole shed
05/27/20	40	ROGER & DONNA WETZEL	W11521 CTH V	\$1,200	replace deck boards
06/09/20	41	RORY & KAREN PATCHIN	W11380 Red Cedar	\$1,200,000	NEW SINGLE-FAMILY HOME
06/15/20	42	MARK SCHAAP	W10311 CTH K	\$390,000	NEW SINGLE-FAMILY HOME
06/15/20	43	JAMES & BARBARA ATTOE	W11057 Rodney	\$185,000	NEW SINGLE-FAMILY HOME
06/15/20	44	TIMOTHY & JENNIFER RAKE	N1841 Kohn	\$50,112	PV install
06/17/20	45	ALEX FRYMAN & SARAH HAWKS	W10947 Bayview	\$100,000	remodel
06/18/20	46	JAY GAWLIKOSKI	W10911 Bayview	\$1,200	service upgrade
06/24/20	47	PETER FRANKLIN & JULIE CARTER	W11030 CTH V	\$1,500	shed
07/06/20	48	JARED RYAN	N2281 Cactus Acres	\$35,500	shed
07/08/20	49	MARK HARRING/Harring Living Trust	W11593 Demynck	\$5,500	remodel
07/08/20	50	MARK SCHIRRA & GRACE STOHINSKI	N892 Lodi	\$106,000	addition
07/15/20	51	BONNIE DELAP	W10674 CTH J	\$56,000	basement finish
07/21/20	52	JOE & LAURA BREMER/Acker Builders	W10930 CTH V	\$441,313	SINGLE FAMILY HOME
07/21/20	53	JASON & SHARRON WIPPERFURTH	N1645 Brothertown	\$46,000	basement finish
07/21/20	54	SCOTT BOLICK & BRITTANY LOTHE	W11395 CTH V	\$5,000	deck resurface

5,076,785

8. Chairman/Commission/Committee/Department Reports:

(a) **Chairman Report:** Henry – we had some graffiti on Lake Point Drive. Henn – I’ve taken care of it using driveway sealer. Faust – will we file a report with the sheriff. Brooks – yes. Henn to send pictures he took to Town Board.

Deputy Clerk-Treasurer Jay Gawlikoski resigned effective immediately yesterday.

Arnold – my last 2 paychecks have been lost in the mail. Should we look into having a payroll company to do our payroll so that it's not done internally.

(b) Plan Commission: no meeting since May 12th; should be having one in September.

(c) Park Commission: Brooks – Roger Henn has completed the shoreline work at Bay Drive Park; mowing of all parks, town hall and transfer site is being done routinely.

(d) Fire Commission: Faust – no meeting held this week because agenda could not be posted due to website issues. We'll be going over by-laws and feasibility study.

(e) EMS Commission: Arnold – haven't been meeting since March 2020 due to EMS Building is closed to public.

(f) Public Works & Transfer Site: Henn – the public access at the end of Clar-Mar has been cleaned up, mostly by resident Carol Davidson with me doing the finishing work; looks nice. Resident Ron Kohn is going to try to haul out the compost to his farmland. If Ron charges any fee to do this, it'll be minimal to cover his diesel fuel. The County wanted \$4,000 to haul it. Arnold – I can haul it at no cost. But since I would use it for my customers, I'd need to pay a fee per load in order to be not in conflict. Brooks – we need this done before Fall, otherwise we won't be able to accept leaves and yard waste this year. Brooks – this should go on the next agenda.

Henry – I want to say you're doing a great job at the Transfer Site. It looks great.

9. Upcoming meeting date(s): Tuesday, August 25th Board of Review from 9-11 a.m. Goeske to check to see if this could be done via Zoom. Tuesday, August 25th Town Board Meeting @ 6:00 p.m.

10. Future agenda item(s): Clar-Mar, compost pile, closed session regarding Deputy CT position, financial services for LAFD & LAEMS due to resignation of Gawlikoski (need to have an emergency meeting), hiring of engineer for design study for a facility at the Transfer Site, hiring of company to do payroll, additional election inspectors, LAFD & LAEMS Intergovernmental Agreements, update from Wetzel on progress of purchases, etc.... of software, high-capacity pump w/Zeman or other site.

11. Adjourn: *Brooks/Arnold motion to adjourn @ 7:45 p.m.; MC 5-0.*

*April D. Goeske
Clerk-Treasurer*