

**TOWN OF LODI**  
**TOWN BOARD MEETING MINUTES**  
**MAY 28, 2020**

**1. Call to order, roll call:** Meeting called to order at 6:00 pm by Chairman Henry. Board members present: all. Also present: Mike Payant of Ayres Associates, Public Works Director Roger Henn, Roberta Arnold; Neil McIntyre (agenda items 3-4), Kay Wetzel (agenda item 8).

**2. Public Input:**

**(a) Email 05/26/20 @ 1:15 PM from Roberta Arnold to Lodi Town Board:** *"The town must provide timely notice of and hold an elector meeting before town land may be vacated\* or sold.*

*The 05/26/2020 town board meeting agenda indicates the board will discuss, consider, and take possible action on vacating or selling a portion of the right-of-way on the corner of Thistledown and Ryan Roads; but, it has not provided any notice of the requisite elector meeting, let alone timely notice of it.*

*Therefore, the town board may not decide at the meeting to vacate or sell the land/right-of-way at that corner.*

*And, since McIntyre's revised CSM includes that land in his 4-lot land division to meet the 1.5-acre standard by ordinance, it may not approve it at the meeting.*

*McIntyre is entitled to a 3-lot land division, not 4 lots.*

*The McIntyre matter has been riddled with town violations of ethics and the law from its onset, and that must stop at this meeting.*

*\* Unless vacation is done by petition (not used here), a very controversial procedure which has been used only once in at least the last 20 years.*

**(b) Email 05/28/20 @ 7:45 AM from Roberta Arnold to Lodi Town Board:** *"I submitted citizen input comments (in the message above) in advance of the 05/26 board meeting, and offer two more now:*

*(1) CSM: The plan commission recommended by split vote the approval of the revised (i.e., the one showing the driveways) McIntyre CSM on the assumption that it was "technically" in compliance with town ordinances and state statutes; however, it may not be.*

*As I indicated to the commission, there is a gas pipeline which surfaces on or very near to the triangle strip of land in question; and there may also be electrical and telephone/cable lines there.*

*Town ordinance 10.05(c)(2)(A) requires that any "pipes" be depicted on the CSM and state statute 236.34(1)(ar)4.(cm) mandates that utility easements be similarly noted.*

*(2) VACATION/SALE: I have compiled a list of all vacated town properties since 04/2003, and none of them involved vacating or selling land to a developer to increase the number of lots or profits.*

*Approving the vacation or sale at this meeting is not legally permissible, and regardless, would create a terrible precedent. I have expressed my specific concerns in the past, and the town attorney may be able to discuss them with you in private. Thank you."*

**(c) Email 05/28/20 @ 4:56 PM from Jim & Allison Seaton for Public Input:** *"Wisconsin's Governor opened the state from lock down, to happen Tues May 26.*

*Wisconsin's Supreme Court, opened Wisconsin from lock down on May 14, 2020*

*May's Tues M AY 26, Town Board Meeting could have legally been 'in person' at the Town Hall. That meeting , scheduled to meet on ZOOM, was cancelled that morning and rescheduled to meet Thursday May 28, on ZOOM, by the Town Board Chairman. When the Board can legally meet in person and the Board Chair chooses to meet on ZOOM rather than meeting with citizens in person ,( taking recommended distance and mask precautions);*

*What options do local citizens who wish to participate ,face to face, with their elected officials do?*

*This evening's Town Board meeting on ZOOM poses the question. Will the Town Board meet in person when the state or county are not in lock down? I would like an answer before the next meeting."*

**(d) Email\* 05/28/20 @ 6:21 PM from Tess Carr for Public Input:** *"I'm unable to attend tonight's Board meeting, but I would like to submit the following input for public comment. I was planning to ask the Board's plans regarding the town clerk position. I know April's contract is up for renewal this summer, and I wanted to express my support, and the support of every Okee and Harmony Grove neighbor with whom I've spoken (a considerable number) that April remain as our town clerk, and that eventually she be invited to train our next town clerk. April offers value in her long institutional history which saves us taxpayers from revisiting settled issues, reinventing wheels, etc. Our Board and April and Jay together are a great team and we look forward to them continuing to learn to work together for best town value."*

*\*Note: email received during meeting*

**3. Vacating or sale of town-owned additional road right-of-way at intersection of Thistledown and Ryan Roads:** Henry - we need to decide if we want to vacate this piece of land or sell it; either will need action by the people at the town people at the July 28th meeting. General consensus among board members was that *this be presented to the people of the town for approval to sell it to McIntyre for \$1,000 at the July 28, 2020 Annual Town Meeting. McIntyre* - I understand and am okay with this agenda item #3 going on the 7/28/20 Annual Town Meeting and agenda item #4 going on the 07/28/20 Town Board meeting.

**4. Clay Investments LLC (Neil McIntyre) - Certified Survey Map to divide 6.65-acre Parcel 11022-471.A into 4 parcels, 1 including home @ W11066 Thistledown Drive. Located in Section 21:** Goeske - no action can be taken at this meeting (to be on the July 28, 2020 Town Board meeting agenda).

**5. Resolution 2020-01 "Resolution Discontinuing Portions of Larson Drive in the Town of Lodi, Columbia County, Wisconsin":** *Arnold/Brooks motion to approve Resolution 2020-01; MC 4-0.*

**6. Roads & Public Accesses:**

**(a) Petition for (Columbia) County Highway Aid:** *Henry/Arnold motion to apply for Gallagher Road; MF 1-3. Brooks/Hamilton motion to apply for Clar-Mar Drive; MC 4-0.*

**(b) Ryan Road Speed Limit:** Request from residents to make the speed limit to all 35 mph. Arnold - there's no way you're going to get people to slow down to 35 mph that entire road. Brooks - how many complaints are we receiving on this? Henry - several, especially last summer when CTH V in Okee was torn up for repairs. Hamilton - it'd make more sense to make it 45 mph from CTH V to McIntyre's, and then 35 from McIntyre's to Thistledown/STH 113. Faust - being a road with no sidewalks I can see the dangers on that road, with curves, etc... Goeske - a lot of joggers and bicyclists on that road also.

*Hamilton/Faust motion to change the speed limit to 35 mph from STH 113 to McIntyre's; MC 4-0.*

**(c) Boat power loading issue at Eagle Drive launch:** Karla - I believe we were told by a resident at the last meeting that this is a NO WAKE area, and thus power loading would be in violation of that. And that the WI DNR said they'd pay 50% of the cost of the sign. Hamilton - so then another sign isn't needed if it's already no wake area, those who power load could be cited for creating a wake. Faust - I don't know if the no wake is posted. Brooks - I'd like to know what the WI DNR would say about this. Goeske - I can contact Pete McCormick, WI DNR at the MacKenzie Center and ask his expertise.

*Brooks/motion to table this until next meeting so we can get input from WI DNR; MC 3-0.\**

*NOTE: lost audio/voice of Aaron Arnold*

**(d) Clar Mar Drive:** See 6(a) above and Attachment A at end of minutes. Payant - the concern for this road is a drainage issue. It's a short (.08 mile = 422 ft.) road with 4 homes on it (W11120 on the north side, and W11109, W11113 and W11125 on the south side). The house on the north side gets runoff from Timber Ridge Trail and area, N. Lake Point Drive and properties above Clar-Mar down their driveway and across their yard. Should do a preliminary study of the topography of this road with 10-year storm data, as well as surveying and engineering work. The estimate of \$78,334.70 that Katie McDonald has math errors, should be \$88,607.70. Brooks - there's a wide range of work that could be done on this road, from lease expensive to most expensive. But I feel we should do the best of our ability so we aren't wasting taxpayer money coming back to do more work. Payant - this hasn't been engineered yet. Need to determine level of protection. Survey is about \$3,000, Stormwater Analysis is about \$3,000, Engineering is about \$17,000. Brooks - I want you (Payant) to go out and look at this and come back to us with a full explanation of what the town should and needs to do. Payant - what we need to do is a survey, topography, and a preliminary plan - estimated to cost \$6,000. Faust - it seems a logical next step to do what Payant is suggesting. Hamilton & Henry - we agree.

*Brooks/Hamilton motion for Payant to go ahead and do analysis, etc... at an estimated \$6,500; MC 3-0.*

Faust - time is at an essence with this since we're already almost through the month of May. Brooks - it may end up that we end up moving this to 2021. Payant - it is likely.

**(e) Any other road issues:** Brooks - we haven't set up a list of roads for chip sealing this year. No action at this meeting.

## 7. Appointments to Commissions and Committees:

**(a) Plan Commission:** Henry - I appoint Town Board Supervisor 3 Marc Hamilton. *Henry/Brooks motion to approve Marc Hamilton; MC*

Henry - I reappoint Robert Robbins and Jane Zavoral. *Brooks/Faust motion to approve Robert Robbins; MC 3-0. Faust/Brooks motion to approve Jane Zavoral.; MC 3-0.*

**(b) Park Commission:** Henry - I reappoint Peg Ford. *Brooks/Faust motion to approve Peg Ford; MC 3-0.*

**(c) Fire Commission:** Henry - I appoint Supervisor 4 Karla Faust to replace Supervisor Brook. *Henry/Brooks motion to approve that appointment; MC 3-0.* Henry - I reappoint Matt Davies as Town of Lodi Citizen member. *Henry/Brooks motion to appoint Matt Davies; MC 3-0.*

**(d) EMS Commission:** Henry - I reappoint Aaron Arnold. *Henry/Faust motion to approve that appointment; MC 3-0.*

*NOTE: Supervisor 2 Aaron Arnold able to log back in.*

**8. Town Hall computers (continued from 05/05/20 meeting):** SEE ATTACHMENT B at end of minutes. Brooks - currently the only backup of the town computers is being done by Deputy C/T Jay onto a portable hard drive that he takes home to store. We don't have a separate server saving everything from all town computers. Faust - the only question I have is does this include Wetzel's time to set this all up? Wetzel - yes. Faust - who are the 4 users? Wetzel - Town Chairperson, Clerk-Treasurer, Deputy Clerk-Treasurer, Public Works Director. Henry - what about additional services? Wetzel - currently I'm on an hourly basis for additional services, I can provide a maintenance agreement.

*Brooks/Hamilton motion to approve Remote Technologies, Inc. / Angel E-Design Solutions "Proposal for Hardware, Software and Services for the Town of Lodi - Lodi, Wisconsin - May 11, 2020"; MC 4-0.*

**9. Financials & Reports:**

**(a) Meeting Minutes of May 5, 2020:** *Faust/Henry motion to approve as prepared and presented; MC 4-0.*

**(b) Revenues vs. Expenditures Report thru 05/22/20:**

Revenues:	\$439,510
Expenditures:	<u>\$242,664</u>
Balance:	\$196,846

**(c) Payment of Bills thru 05/22/20:**

<u>Count</u>	<u>Type</u>	<u>Begin #</u>	<u>End #</u>	<u>Amount</u>
3	Electronic Payments	EP0061	EP0063	\$ 4,027.09
1	Debit Card Transactions	DC0126	DC0127	\$ 27.43
5	Direct Deposit Paychecks	DD1223	DD1227	\$ 4,060.52
36	Checks	24196	24231	\$26,609.40
<b>45</b>		<b>Disbursements Totaling:</b>		<b>\$34,724.44</b>

Brooks/Faust motion to approve above payments as listed; MC 4-0.

**(d) Building Reports thru 05/22/20:**

TOWN OF LODI BUILDINGS PERMITS ISSUED:			2020	as of	5/22/2020
DATE	20-	ISSUED TO	ADDRESS	COST	FOR
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 WEHREBERG	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	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	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

**2,319,760**

**(e) Chairman's Report:** Henry - nothing to report at this time.

**(f) Commission, Committee and Department Reports**

**1. Plan Commission:** Met on 05/12/20 regarding agenda item #4 on tonight's agenda.

**2. Park Commission:** Brooks - with all the rain we haven't been able to attack the shoreline restoration at Bay Drive Park. I've contacted Strander's to put in the porta-potties at the parks. The commission decided on a new style of signs for our parks, which will look similar to the one out in the front of the Town Hall with the name of each park at the bottom of the sign.

**3. Public Works & Transfer Site:** Henn - I burned the brush pile on Tuesday, May 26th; started accepting brush from residents on Wednesday, May 27th. Henry - are the buoys in at the beach in Okee? Henn - soon.

**4. Fire Commission:** Brooks - I've been running the Zoom meetings for the commission; I will work with Faust to pass that on to someone else.

**5. EMS Commission:** Brooks - I sent out a request for a Joint meeting regarding the \$80,000 LAEMS surplus from 2019, and the new building plans.

**10. Future agenda items:** Joint LAFD/LAEMS/TOL/COL/TOWP meeting; roads; liquor, operator and tobacco licenses 2020-2021. Arnold - I've been trying to meet with Zeman regarding the well on his property, but he's been extremely busy at this time of year. Brooks - there will be a closed session regarding a possible land purchase by the town. Goeske - possibly a closed session for CT employment agreement.

**11. Adjourn:** *Brooks/Faust motion to adjourn at 8:05 PM.*

**April D. Goeske**

Clerk-Treasurer

---

**ATTACHMENT A**

**AYRES ASSOCIATES**

**FIELD REPORT**

**10/11/2019**

**Katie MacDonald, PE**

**RE: Clar-Mar Drive – Runoff Issues**

Observations:

I had met previously with Carol Davison, the homeowner at W11120 Clar-Mar Drive to review runoff issues she has experienced here within her property and on her driveway. The existing road is sloped to the north, and runoff seems to travel along the edge of the road and onto her driveway rather than entering the drainage swale next to the road. There is also a section of curb & gutter at the NW corner of Clar-Mar and Lake Point that does not extend far enough along Clar-Mar to direct runoff into this drainage swale. See photos below taken June 24, 2019.

These observations were reviewed on site, along with a general review of the existing pavement surface condition, culvert and inlet locations, and the Town-owned lake access at the end of the road.

Information or Action Required:

Several short-term and longer-term options were discussed.

A short-term solution to reduce the runoff issues at W11120 Clar-Mar Drive was previously sent to the Town by Ayres, dated June 24, 2019. This included regrading the ditch and shoulder along the north edge of the road to ensure runoff reaches the drainage swale instead of being channeled along the pavement edge to the driveway due to a poorly maintained shoulder. The homeowner has indicated she plans to have her driveway replaced, and I would recommend she discuss installing a culvert underneath her driveway per Town ordinance, and reconstructing the drive with a shallow rise at the entrance to keep street runoff from entering her driveway.

Long-term, when Clar-Mar is reconstructed I would recommend the Town evaluate having curb and gutter installed along the entire northern edge of the road. An inlet can be added to the curb line upstream of W11120 Clar-Mar to capture runoff before the driveway entrance, connected to the existing storm sewer system here. This will also eliminate runoff issues the homeowner is experiencing downstream of her driveway entrance. The Town right-of-way extends to the lake edge, so drainage improvements can be made to carry the runoff from the gutter or new storm sewer into the lake without the need for obtaining easements. In addition, the existing section of curb & gutter does not extend far enough along Clar-Mar to provide it's intended function of channeling runoff into the existing swale (which cannot be extended east due to the presence of a storm sewer pipe). Installing curb and gutter along the entire length would also resolve this issue.

Clar-Mar Drive is approximately 400 feet in length. The structural upgrades recommended to improve drainage would include approximately 400 feet of curb and gutter and 1 or 2 new curb inlets with associated storm piping.



**ATTACHMENT A (continued)**

**OPINION OF PROBABLE COSTS**

Project: Town of Lodi - Clar-Mar Drive Reconstruction  
Project Number: 27-0163  
Cost Estimate Status: Budgetary

	Qty	Unit	Item Total	Comments
MOBILIZATION	1	LS	\$12,000	
EROSION CONTROL	1	LS	\$1,000	
DEMOLITION	1	LS	\$5,300	
SAWCUT	50	LF	\$4.00	DRIVEWAYS & PROJECT LIMITS
REMOVE PAVEMENT AND BASE	850	SY	\$5,100	
EARTHWORK	1	LS	\$4,300	
COMMON EXCAVATION / FILL	75	CY	\$900	FILL DITCH
FINAL GRADING	850	SY	\$3,400	
GRANULAR SHOULDER	10	TN	\$200	2' WIDE, 3" DEPTH
AGGREGATE BASE DENSE. 1-1/4"	200	TN	\$4,000	
ASPHALT PAVEMENT	175	TN	\$17,500	18' WIDE ROADWAY, 3.5" THICK
ASPHALT DRIVEWAY	6	TN	\$660	5' x 20'
18" CONCRETE CURB AND GUTTER	450	LF	\$11,250	1 SIDE
CURB INLETS	2	EA	\$6,000	
STORM SEWER RESTORATION	240	LF	\$9,600	
<u>RESTORATION</u>	<u>350</u>	<u>SY</u>	<u>\$1,400</u>	<u>4" TOP SOIL, SEED, FERTILIZER &amp; MULCH</u>
<b><u>SUB-TOTAL</u></b>			<b><u>\$73,210</u></b>	
<b><u>7% CONTINGENCY</u></b>			<b><u>\$5,125</u></b>	
<b><u>TOTAL</u></b>			<b><u>\$78,225</u></b>	

**CORRECTED FIGURES:**

<b>SUB-TOTAL</b>	<b>\$82,810</b>
<b>7% CONTINGENCY</b>	<b>\$ 5,797</b>
<b>TOTAL</b>	<b>\$88,607</b>

**ATTACHMENT B**

**REMOTE TECHNOLOGIES, INC. / ANGEL E-DESIGN SOLUTIONS PROPOSAL FOR HARDWARE, SOFTWARE AND SERVICES FOR THE TOWN OF LODI - LODI, WISCONSIN-MAY 11, 2020**

**OVERVIEW**

Remote Technologies, Inc. / Angel e-Design Solutions is pleased to submit this updated proposal for software and services to assist the Town of Lodi in achieving its goals by improving the security of Town devices and upgrade to Government level Microsoft 365 software, allowing for urgent implementation addressing Security for 4 devices. The data would reside and be accessed from one central location in the Cloud and be backed up physically and in the Cloud. The goal is to improve network and computer security and reliability. We have partnered with Microsoft and Veeam complete this proposal for you.

**THE OBJECTIVE**

- Need #1: Improve SECURITY of Town devices

- Need #2: Improve accessibility, flexibility, security, and reliability of Town data
- Need #3: Improve backup and recovery of Town data

### PRICING-

The following is pricing for the Town of Lodi and is intended for urgent implementation.

Software – Security			\$480.00/2 years	
24 Month Avast Cloudcare Antivirus and Firewall including Avast Patch Management and Avast Secure Web Gateway – 24 month subscription			\$120.00/user x 4 Optional 12 month or monthly	\$480.00/2 years
Software - Microsoft 365 G3 Pricing			Software – Microsoft 365 G3 \$20/user/month x4 Word, Excel, Outlook, PowerPoint Publisher, Access & Premium services	\$80/month
Software – Backup - Veeam			\$560.00/year	
2	13793337	P-ESSVUL-0I-SU1YP-00	Veeam Backup Essentials Universal License 1YR 24/7 PUBLIC SECTOR	\$360.00/year
10	13077915	P-VBO365-0U-SU1YP-00	Veeam Microsoft Office 365 1YR UPFRONT PUB SECT - \$20/user	**\$200.00/year
Services – Installation and Implementation				\$1360.00
Setup and Installation services – Remote Technologies and contractors			4 hours/device x 4 estimated	\$1360.00
Total Estimated Pricing Software and Services				\$1,360.00
Breakdown:				
Total monthly costs (Microsoft G3)				\$80.00/month*
Total yearly costs (240-Avast+560Veeam)				\$800.00/year
Total one time costs (Setup and installation)				\$1,360.00

\*Monthly/yearly costs are change if a monthly option is chosen for billing of Avast Security, Veeam backup or if a yearly option is chosen for Microsoft 365 G3. \*\*Note on Veeam MS O365-may be able to use Starter Edition or free Community version, so cost could be reduced.

Sample Disclaimer: Disclaimer: The prices listed in the preceding tables are an estimate for the products and services discussed. This summary is not a warranty of final price. Estimates are subject to change if project specifications are changed or costs for outsourced services change before a contract is executed.

### CONCLUSION

We look forward to working with Town of Lodi and supporting your efforts to improve the flexible access of data, while also increasing the security and reliability of that data. We also support your efforts to improve the backup of Town data. We are confident that we can meet the challenges ahead, and stand ready to partner with you in delivering an effective IT support solution.

If you have questions on this proposal, feel free to contact Kay Wetzel at your convenience by email at [kay@angeledesignsolutions.com](mailto:kay@angeledesignsolutions.com) or by phone at 608-576-6168. We will be in touch with you next week to arrange a follow-up conversation on the proposal. I am available for additional town board meeting/virtual questions/discussions.

Thank you for your consideration,

Mary Kay Wetzel, Owner/Technician, Remote Technologies, Inc. formerly Angel e-Design Solutions  
[kay@angeledesignsolutions.com](mailto:kay@angeledesignsolutions.com) 608-576-6168