

**TOWN OF MOUNTAIN
BOARD MEETING DECEMBER 10, 2019
MINUTES**

The meeting was called to order by Chairman Maletzke at 7:00 p.m. at the Town Office. Roll call was taken with Sup. Ermis, Sup. Carey-Mielke, Chair Maletzke and Clerk/Treasurer Kauzlaric present, as well as 1 in attendance. The agenda was posted on December 9, 2019. Motion to approve the agenda with addition of Budget Hearing minutes with the November 12th Town Board minutes by Carey-Mielke. Seconded by Ermis. Motion carried. The Pledge of Allegiance is said.

Treasurer's Report was given by Clerk Kauzlaric with bank statements available for review. Motion to accept Treasurer's report by Carey-Mielke. Seconded by Ermis. Motion carried.

Minutes of the Town Board and Budget Hearing meeting held November 12, 2019 were available for review. Motion to accept minutes by Carey-Mielke. Seconded by Maletzke. Motion carried.

Minutes of the Special Town Board meeting held November 25, 2019 were available for review. Motion to accept minutes by Maletzke. Seconded by Carey-Mielke. Motion carried.

Minutes of the Special Town Board meeting held December 3, 2019 were available for review. Motion to accept minutes by Carey-Mielke. Seconded by Ermis. Motion carried.

Budget Amendments – will be reviewed in January. No motions entertained

Disbursements were available for all to review; checks #15320 to and including #15329; plus checks #15333 to and including 15396 for disbursement of \$72,332.09, which includes auto withdrawal of payroll taxes; plus late checks #15397 to and including #15398 in the amount of \$120.16; for a total disbursement of \$72,452.25. (Note – checks #15330 to 15332 were late checks from November town board meeting issued after the 11/15/19 payroll was processed). Motion to approve disbursements by Carey-Mielke. Seconded by Ermis. Motion carried.

Ambulance Report – Sup. Carey-Mielke reported one (1) position was filled. No motions are entertained.

Fire Department Report – Chief Harkema reported that he is still attempting to contact insurance adjuster to inspect building again for claim; will contact our agent to get him involved.

- **Building repair spec's for bid** – tabled for insurance adjuster inspection.

Animal Control Report – Sup. Carey-Mielke has approached individuals for open positions with no luck; she had a couple calls this past month. No motions are entertained.

Cemetery Report –

- **Sexton / Maintenance hire recommendations from Cemetery Committee** – Sup. Ermis reported on current Sexton and Cemetery Committee's recommendations for Sexton position was Annette (Brandy) Stratton and back up maintenance position was Phil Huguet; with probation for both until Spring meeting.
 - o Motion to approve Brandy Stratton for Sexton by Ermis. Seconded by Carey-Mielke. Motion carried.
 - o Motion to approve Phil as back up maintenance by Ermis. Seconded by Carey-Mielke. Motion carried.

Plan Commission Report – was on agenda for Special Town Board Meeting December 3, 2019.

7 Town Board/NOCCO Meetings Discussions – Chairman Maletzke commented that December 1st Supervisor changes have been reported to the 7 Towns Board secretary to update other towns. No motions are entertained.

Communication File is reviewed and list is signed; board members discussed establishing a town communications email for board members to review instead of printing out all emails received. Also had discussion regarding electronic handling of documents for board meeting information. Motion to set up electronic file account for supervisors to access information for the town by Carey-Mielke. Seconded by Maletzke. Motion carried.

Suring Area Public Library report – Clerk Kauzlaric was contacted that the Library Director who was going out of town; she sent December newsletter to share with board and community. No motions are entertained.

Oconto County Intergovernmental Cooperative Agreement for Election Equipment purchase – agreement reviewed by town board members; Clerk Kauzlaric announced that the new equipment will be picked up at Oconto County after training to be held on January 23rd. Motion to approve agreement for purchase of the election equipment by Maletzke. Seconded by Carey-Mielke. Motion carried.

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CenturyLink Application for Telephone Company Construction Permit (2020-2021) – application available for review for operation in the town road right-of-ways. Motion to approve by Carey-Mielke. Seconded by Ermis. Motion carried

2020-2021 Election Board Member Appointments – Clerk Kauzlaric requested re-appointment of current election board members with addition of Rhonda Scovronski. Motion to approve by Carey-Mielke. Seconded by Ermis. Motion carried.

Deputy Clerk/Treasurer – Clerk Kauzlaric requested Cheryl Field, who is current Clerk/Treasurer from Town of Doty, to be appointed as our deputy; Chair Maletzke contacted Doty Town Chair to verify they would not have issue with this appointment; Clerk Kauzlaric requested Johanna Ermis to be allowed to continue as an Administrative Assistant as needed. Motion to appoint Cheryl Field as Deputy Clerk/Treasurer by Carey-Mielke. Seconded by Ermis. Motion carried. Chair Maletzke stated that Johanna Ermis is currently an employee and town board member did not feel there was an issue with her continuing as assistant.

Operator's License (J Milanowski) – application available for review. Motion to approve by Maletzke. Seconded by Carey-Mielke. Motion carried.

Hearing of the People – brought about no comments/concerns

Announcements:

Plan Commission Tuesday, January 7th 7:00 p.m. @ Town Office

Town Board Meeting Tuesday, January 14th 7:00 p.m. @ Town Office

7 Towns Board Meeting Wednesday, January 22nd 6:30 p.m. @ Town of Brazeau

Employee issue – Motion to go into closed session per WI SS 19.85(1)(b) by Carey-Mielke. Seconded by Maletzke. Roll call vote – Ermis – Aye; Carey-Mielke – Aye; Maletzke – Aye Motion carried. Time: 7:34 p.m.

Reconvene into open session – Time: 8:03 p.m.

Discussion had regarding completing random drug screens on two town employees – Motion to complete random drug screens for Phil Hugué and Lorraine Barbier-Bartelme by Carey-Mielke. Seconded by Ermis. Motion carried.

Motion for termination of Damien Jensen from Fire Department for cause by Carey-Mielke. Seconded by Maletzke. Motion carried.

Employee Evaluations – board members reviewed forms and made suggestions on items to be included/changes; Sup. Ermis will share copies of forms used for reference; board members discussed scheduling meeting to collaborate on each employee evaluation. Tabled for further work on evaluation forms.

New Hires -

After review and discussion –

- **Road Crew laborers** – applications received from Charles Anderson; Robert Wippert and Thomas Neff. Motion to approve all three (3) by Carey-Mielke. Seconded by Ermis. Motion carried.
- **Town Foreman/Lead person** – Motion that we move forward with the application from James Liesenfelder for the lead position of the liaison between the board and all of our town employees by Carey-Mielke. Seconded by Ermis. Motion carried.

Hearing no other orders of business, Chairman Maletzke adjourned meeting. Time is 9:05 p.m.

Respectfully submitted for approval by,

Lynn Kauzlaric, Clerk/Treasurer