

MINUTES OF THE TOWN OF BARNES MONTHLY TOWN BOARD MEETING

Tuesday, June 20, 2023
6:30 PM in the Barnes Town Hall

UNAPPROVED

Chairperson Tom Renz called the Monthly Town Board Meeting in the Town Hall to order at 6:30PM. A roll call was taken to establish a quorum with Dave Scully, Jim Frint, and Seana Frint in attendance in the Town Hall. Supervisor Eric Neff was absent. Clerk April Powell verified public notice. Jeff Jordheim, Jeff Hong, Brett Frierhood and Brock Frierhood were also in attendance in the Town Hall.

The pledge of allegiance to the flag was said by all.

Motion made (Scully/J.Frint) to approve the agenda. Voice vote taken with all members voting yes, motion carried.

Chairman Renz asked for a motion to approve the minutes of the 5/16/2023 Monthly Board Meeting and the minutes of the 5/16/2023 Special Board Meeting and to dispense with the reading of those minutes.

Motion made (Scully/S. Frint) to approve the minutes of the 5/16/2023 meetings. Voice vote taken with all members voting yes, motion carried.

Public Comment Session – Dave Westerberg wanted to let the Town know that he sat in on the Land Use Planning Commission meeting and that they had discussed ways to support The Barnes Area Historical Association. Dave wanted to say that the road crew did a really great job on removing snow from the Barnes Museum parking lot this past winter. He thought it was a good gesture of the Town to help.

Kelly Webb with the ATV Club expressed the Club's interest in buying or renting a lot in the Barnes Industrial Park. The ATV Club would like to put up a garage for their tractor and supplies. They are interested in Lot#2 or Lot#3.

Clerk Correspondence- Clerk April Powell reported that the Town of Barnes had received a check from the State of Wisconsin Department of Natural Resources in the amount of \$29,121.53 for Forest Crop and the Town will pay 20% of MFL & FCL the total to the County Treasurer. The Town also received timber cut notices in our area from Bayfield County Administrator's & Clerk's office. They are on file at the Town Office if anyone would like to see the information. The State of Wisconsin also sent a listing along with maps of the Managed Forest in our area. These are also on file at the Town Office if anyone would like to see that information. A letter was received from Wisconsin Elections Commission in regards to approved allocation of funds for an accessible voting equipment sub grant program. Each jurisdiction may receive up to \$750.00 under this sub grant until allocated funds are depleted.

Chairman Renz would like to see the Town apply for the \$750.00 grant money to purchase a new Express Vote machine.

Chairman Renz asked to amend the agenda and move agenda #17, 5.a-Pease Road rehab, wedging and chip up on the agenda following the clerk correspondence.

Motion made (Renz/Scully) to amend the agenda and move #17, 5.a-Pease Road rehab, wedging and chip up on the agenda following the Clerk Correspondence. Voice vote taken, motion carried.

Scott with Scott's Construction explained the difference between Chip Seal versus Scrub Seal. One of the differences between the two seals is oil. In the Scrub Seal, they use oil and when they apply the oil they use a broom to spread the oil and seal the cracks better. Scrub Seal goes farther than Chip Seal but only last about 5-6 years. Chip Seal will last 10-15 years and hold up better than the Scrub Seal. Scott took a look at some of the Chip Seal roads in our area such as Barnes Rd and he stated that it had been done several years ago but still is holding up well. Scott recommends that the Town have Pease Rd finished in Chip Seal, he feels it would hold up a lot better than Scrub Seal.

Chairman Renz stated that he had recently been contacted by both a fuel company and the ATV Club who are both interested in purchasing or renting lots in the Barnes Industrial Park. The fuel company had contacted Chairman Renz first so they would get the first choice in lots. Chairman Renz did state that lot#2 would be better for the ATV's garage. He explained that it was the shortest distance to put down a road to lot#2. Jim Frint asked if the land sale would need to be approved. Chairman Renz will check with the Town's attorney to see if the land sale will need to be approved. Foreman Jordheim asked who would be responsible for the electrical/power for the lots. Chairman Renz stated that it would be both the fuel company and the ATV Club's responsibility to get power for their sites.

Chairman Renz requested a motion to lease a lot to the ATV Club for \$1.00 a year for the next 50 years and to rent a lot to the fuel company for \$120.00 a month.

Motion made (Scully/S.Frint) to lease a lot to the ATV Club for \$1.00 a year for the next 50 years and to lease a lot to the fuel company for \$120.00 a month. Voice vote taken, motion carried.

Dave Scully reported that the application for the Barnes Campground along with the drawings, pictures, etc. had been sent to Jillian Steffes with the DNR to review.

Employee Policy Handbook update

Chairman Renz requested a motion to approve the new PTO (paid time off) policy combining vacation time and sick time to PTO.

Motion made (Scully/J.Frint) to approve the new PTO (Paid time off) policy combining vacation time and sick time to PTO. Voice vote taken, motion carried.

Liquor Licenses

Motion made (Renz/Scully) to approve the renewal licenses for PJ's Cabin Store, Ruckus Works, LLC, Moonbeam Cove, Inc. (dba Crosswinds), Enchanted Inn, Hough Hospitality, LLC (dba Barnes Trading Post), Barnes VFW Post, Salty Dawgs, LLC (dba Decoy Bar) Cedar Lodge Steakhouse & Grill, Traut's Resort, Tracks Inn, LLC, KTKG LLC (dba Robinson Lake Resort & Bar) The Windsor & AR Koffee Kup, LLC. Roll call vote taken, all members voting yes, motion carried.

Cigarette and Tobacco Products Licenses

Motion made (Renz/Scully) to approve Hough Hospitality, LLC (dba Barnes Trading Post), PJ's Cabin Store, Salty Dawgs (dba Decoy Inn) & Tracks Inn, LLC application for cigarette and tobacco products licenses. Roll call vote taken, all members voting yes, motion carried.

Operator's Licenses

Motion made (Renz/Scully) to approve the 1 year operator licenses for Makaela Portwood & Alec Schmitz. A roll call vote taken, all members voting yes, motion carried.

Motion made (Scully/Renz) to approve the 2 year operator licenses for Angela Arseneau, Elizabeth Baldwin, Donn Bergquist, Lisa DiPlacido, John Draganowski, Kami Fesenmaier, Samara Frelichowski, Alyssa Frierhood, Lester Gates, Ann Gordon, Julie Hall, Loretta Jordheim, Kelly Krivinchuk, Susan Love, Amy Martineau, Sarah Neveaux, Christopher Peterson, Colleen Ruhman, Scott Ruhman, Hallie Skweres, Jenni Stephenson, Hunter Stumpf & Jeffrey Stumpf. A roll call vote taken, all members voting yes, motion carried.

Review of 2022 Audit results

Chairman Renz requested a motion to approve the 2022 Audit results.

Motion made (S.Frint/Scully) to approve the 2022 Audit results. Voice vote taken, motion carried.

Clerk April Powell reported that Jeremiah with Norvado has recommended that the Town of Barnes upgrades their outdated computer equipment in the storage room. He stated that it will be discontinued soon and will also become less secure. The cost of new equipment will be \$42.00 a month. They no longer sell the equipment, they rent equipment only.

Chairman Renz requested a motion to replace the Norvado equipment at \$42.00 a month for rental cost.

Motion made (J.Frint/Scully) to approve the replacement of the Norvado Equipment at \$42.00 a month. Voice vote taken, motion carried.

Clerk April Powell reported that the Positive Pay feature through Associated Bank does not work most attempts and requires extra work for the clerk who has to enter data into a spreadsheet and then ends up having to reload each check into the bank's Positive Pay screen. The cost so far this year to use the Positive Pay feature is at \$3,226.27. She has made several attempts to work with Associated Bank to figure this out but nothing is ever resolved. She is requesting that we no longer use the Positive Pay feature. Not only does it not work properly but it's costly.

Chairman Renz requested a motion to stop using Positive Pay and to request a refund on the fees that have been charged to the Town of Barnes this year.

Motion made (S.Frint/Renz) to stop using Positive Pay and to request a refund on the fees that have been charged to the Town of Barnes this year. Voice vote taken, motion carried.

Vouchers approval-discussion/motion to approve May vouchers

Motion made (J.Frint/S.Frint) to approve the May vouchers. Voice vote taken, motion carried.

Clerk/Treasurer Report: Clerk April Powell

The ending balance in the General Checking is \$482,054.56, \$1,071,303.13 is the ending balance in the Money Market Account which includes donations to the Tomahawk Lake Park fund; \$4,361.81 is ending balance in the Vatten Paddlar Account with additional sponsorship checks and registration fees received. The Tax Collection Account has a balance of \$3,959.37, there are still two refund checks outstanding; the PayPal account has a balance \$7,647.30; the Taste of Barnes has a balance of \$5,001.00 (this includes booth fees) for a total of all funds of \$1,569,326.17 with \$3,403.91 in interest earned so far this year.

Motion made (J.Frint/Scully) to approve the Treasurer's Report. Voice vote taken, motion carried.

Clerk April Powell also handed out a corrected Treasurer's Report for the Month of April 2023. The interest had been reported incorrectly in the amount of \$1,825.73 but should have been \$2,585.07.

Highway Dept. Report – Jeff Jordheim

Roads & Property Report

Equipment: John Deere 2755, transmission shaft bad (not made anymore), looking for a used one.

Cat Grader: AC has been repaired by McCoy.

John Deere Grader: Hydraulic oil leak has been repaired by McCoy.

Truck 33: Has a starting issue, possible ignition switch.

Roads: Gravel has started to be hauled on the north roads with forestry money.

George Lake Road- We will be starting in July, from Lynx to Wilderness. Removal of trees for safety along with property owner's help. PPOA will keep majority of the trees. There will be some minor realignment of the ditches.

South Shore Bridge: The project is behind schedule. The east side micro piles are in along with the first pour of the support beams. Drill has been moved to the west side. Should be done with that side by the end of the week.

The bridge superintendent assured me that there will be a place for people to portage over on the second weekend in July.

Foreman Jeff Jordheim talked about the John Deere service contract. He wanted to discuss the maintenance plan that John Deere was offering. He stated that the garage employees have been blowing out the filters instead of buying new ones trying to conserve cost. He stated that the cost of the maintenance plan would be \$11,053.81 which would include labor and parts. He understands that this was not budgeted this year but would like to know if the board would be willing to pay the \$1,162.65 for the oil and filters, which will lock in the oil prices for this year and then possibly budget the total \$11,053.81 in next year's budget.

Chairman Renz requested a motion to approve the \$1,162.65 this year and to review the total \$11,053.81 during next year's budget review.

Motion made (J.Frint/Scully) to approve the \$1,162.65 this year and review the total \$11,053.81 during next year's budget review. Voice vote taken, motion carried.

Salt/Sand Structure bids

Chairman Renz reviewed the concrete bids received; J & H Premier Concrete had a bid of \$136,500 with a clear description of the work that would be done. North Farm & Land had a bid of

\$122,346.00, Wren Works, LLC bid of \$140,000 and Peterson Landscape & Construction bid of \$109,000. This bid did not show the detailed work that would be done. Supervisor Scully would like to see the concrete work go to a local contractor.

Chairman Renz requested a motion to accept J & H Premier Concrete bid in the amount of \$136,500.

Motion made (Scully/J.Frint) to accept J & H Premier Concrete bid in the amount of \$136,500. Voice vote taken, motion carried.

Foreman Jordheim talked about the bid he received from Structures Unlimited for the salt/sand shed for the amount of \$75,500.00. He stated that the structure would withstand the snow load for this area. He asked if he could move forward with the down payment of \$37,750.00 to start the process of the new salt/sand shed.

Chairman Renz requested a motion to move forward with the bid/down payment to Structures Unlimited for the salt/sand shed for the amount of \$75,500.00, with a down payment of \$37,750.00.

Motion made (J.Frint/Scully) to move forward with the bid/down payment to Structures Unlimited for the salt/sand shed for the amount of \$75,500.00, with a down payment of \$37,750.00. Voice vote taken, motion carried.

Foreman Jordheim would like to request the Town use a different payroll company. Currently the Town is using Paycom and Foreman Jordheim feels that the Paycom program does not work well. It does not calculate the hours within the pay period correctly and will not allow the employee to be short one week but make the hours up the following week. It codes it as comp time instead of balancing out within the two week pay period which causes more money to be paid to the employee. If it would balance out within the pay period, the comp time would not calculate. Chairman Renz stated that the Clerk could start checking around for another payroll company, to get some figures and the board would review the numbers. Also, the Town has a contract with Paycom through the rest of the year so nothing could change before the contract was up.

Jeff Hong wanted to see if there is a better way to distribute the Transfer Site passes. He stated currently with the selling of the passes, the Transfer Site tends to get backed up. He wanted to see if the passes could be eliminated and the cost be put on the town resident's tax bills. Chairman Renz stated that that would cause the tax roll to change if it was added to the resident's taxes and could potentially cause the Town to lose funds that help support our Fire/EMT programs. Chairman Renz also wanted to know why the Transfer Site is getting backed up, especially on Saturdays when there are 3 employees working. Jeff Hong also offered the possibility of just selling the Transfer Site passes through a certain time such as through February and possibly putting a notice in with the tax statement that the passes could only be bought at the Town Office through a certain time. He also suggested that a link could be possibly added to the Town website to pay the Transfer Site pass fee online. Chairman Renz stated that the Board would be reviewing the Transfer Site passes at budget time but we would continue to sell the passes as planned.

Monthly report Fire

Fire Report

Calls: 4 calls

-2 EMS lift assists

-2 smoke alarms

-1 Landing Zone for EMS call

New engine is being built. Asst. Chief Renz and I went to Stainless and Repair for a pre-build meeting. The truck is in the shop, the pump is mounted and the front bumper is completed. Recently completed hose testing by FireCatt. We had 1025' of hose either fail or is out of compliance.

Recently had oil changes, fuel filter changed and general maintenance completed on Tender 1 and Tender 2.

Fire Chief Frierhood stated he would like to knock out the blocks to level down the Pavilion for upcoming events. He stated it has a nice shelter already and would really be nice to use during events especially if it starts to rain. He stated that the Town could use it for events, movies, music etc. Dave Scully stated he felt by opening up the Pavilion that it would bring in more events for the Town. Chairman Renz stated that the Town has a really nice park and that it is well known to people and that they come from out of town just to use our park.

Chairman Renz requested a motion to let the Fire Department knock out the blocks to level the Pavilion and to make it more useable for coming events.

Motion made (Scully/J.Frint) to let the Fire Department knock out the blocks to level the pavilion and to make it more useable for coming events. Voice vote taken, motion carried.

Monthly report Ambulance

Ambulance Report – June

8 calls since the last meeting.

Courtney has been busy going through supply inventory. She has identified a large quantity of items that are near expiration or expired. Some of this is a result of COVID-19 and the approval to use expired supplies, many of which were obtained after their expiration date. Courtney has been updated lists to track everything and some items have been purchased based of criticality of expiration of those items. The goal moving forward is to slowly update to all non-expired supplies.

Interviews were conducted for a full-time and part-time EMT. AJ Vidales was interviewed for a day full-time position. He is also a new EMT but has wildland firefighting experience and currently works as an EMT in Washburn. He was knowledgeable about the position and interviewed well. My recommendation is to hire AJ as a full-time EMT working potentially 4-10s daytime. Jennifer Ziells was interviewed for a part-time EMT position. She is a relatively new EMT with no experience on an ambulance after class, but is knowledgeable in the field. Jennifer currently works as a dispatcher for Essentia Health and is looking to expand her experience into the field. My recommendation is to hire Jennifer as a part-time EMT.

I also spoke with Sarah Juleff of moving to a full-time position and she is interested in working the night shift. We have discussed scheduling and tentatively settled on 3-12s overnight allowing a flexible 4 hours for covering daytime or weekend calls and otherwise covering a portion of day shift. My recommendation is to move Sarah to full-time.

Zack and Greg Strasser have begun attending a hybrid EMR class in Solon which started last week.

Ambulance Director Brett Frierhood would like to start Alejandro Vidales at \$22.00 hour. He has a good attitude and is very flexible.

Motion made (Renz/S Frint) to hire Alejandro Vidales for the full time EMT position at a starting wage of \$22.00 an hour unless on the run, the wage would be \$25.00 an hour. Voice vote taken, motion carried.

Ambulance Director Brett Frierhood stated he would like to offer Jennifer Ziells the part time EMT position and would also like her starting pay to be \$22.00 hour. He wanted the board to consider raising the part time wage also to \$22.00 an hour. Chairman Renz stated that if they were going to consider a wage increase that they would be held at the same standards as a full time person and that would mean they should always stay busy. There is always something to do, clean the fire truck, clean the building and replenish the stock. Supervisor J. Frint stated that raises should not be given out of budget time. Chairman Renz would like to wait until budget time and review the part time wage at that time.

Chairman Renz requested a motion to hire Jennifer Ziells for the part time EMT position at \$21.00 an hour, except for when on the run the wage would be \$25.00 an hour.

Motion made (Scully/J. Frint) to hire Jennifer Ziells for the part time EMT position at \$21.00 an hour, except for when on the run the wage would be \$25.00 an hour. Voice vote taken, motion carried.

Ambulance Director Brett Frierhood stated that Greg Strasser had withdrew from the hybrid EMR class due to liability reasons. After Director Frierhood spoke with Greg regarding Greg's concerns of liability, Greg is thinking about continuing the class. Chairman Renz explained that we have a town attorney and insurance on all employees.

Ambulance Director Brett Frierhood stated that he would like to move Sara Juleff from a part time EMT to a full time EMT with an hourly wage of \$22.00 an hour unless on the run, it would be \$25.00 an hour. Chairman Renz stated he has worked with Sara in the past and stated she is a very good worker who knows her stuff.

Motion made (Renz/S.Frint) to move Sara Juleff from a part time EMT to a full time EMT with an hourly wage of \$22.00 an hour unless on the run, it would be \$25.00 an hour. Voice vote taken, motion carried.

AIS Committee-Blake Rossmann boat monitor new hire.

Chairman Renz requested a motion to hire Blake Rossman as a boat monitor at \$15.00 an hour.

Motion made (Scully/S.Frint) to hire Blake Rossman as a boat monitor at \$15.00 an hour. Voice vote taken, motion carried.

Cemetery Committee-David Schiess reported that that two lots had been given back to the Town of Barnes next to the well at the cemetery and that the Cemetery Committee would like to use the lots to make a memorial for the Veterans. Currently at the cemetery there are two old message boards with glass doors and hinges that are in bad shape. The Cemetery Committee would like to use the

\$1,000 in the cemetery funds account to purchase a new board. The cost of the new board is \$2,034.03 and the Cemetery Committee is asking that the Town makes up the difference of \$1,034.03

Chairman Renz requested a motion to use the \$1,000 in the cemetery fund to purchase the new board and to have the Town make up the difference of \$1,034.03.

Motion made (Scully/S.Frint) to use the \$1,000 in the cemetery fund to purchase the new board and to have the Town make up the difference of \$1,034.03. Voice vote taken, motion carried.

Chairman Renz reviewed the Timeline. Request to review the part time EMT wage at budget time.

Motion made (Renz/J. Frint) to adjourn the Monthly Board Meeting. Voice vote taken, motion carried.

Meeting adjourned at 8:59 pm.

Submitted by: April Powell, Clerk-Treasurer
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