

# MINUTES OF THE TOWN OF BARNES MONTHLY TOWN BOARD MEETING

Tuesday, September 21, 2021  
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 Seana Frint, Eric Neff, Dave Scully and Jim Frint in attendance in the Town Hall. Clerk Judy Bourassa verified public notice. Jeff Jordheim, Brett Frierhood and Brock Frierhood were also in attendance in the Town Hall.

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

*A motion was made (Neff/S. Frint) to approve the agenda. Voice vote taken, motion carried.*

*A motion was made (Neff/S.Frint) to approve of the 8/17 Monthly Board Meeting and the 8/17 & 8/31 Special Town Board Meetings and to dispense with the reading of the minutes. Voice vote taken, motion carried.*

Public Comment Session – there were no public comments

Clerk Correspondence – the Friends of Eau Claire Lakes provided updated documentation to the board regarding the water level gauges and the data received and provided the town with a brochure they would like to send to all property owners. A letter from Susan Jansen & Donna Porter was received regarding the EMT situation and was read by the clerk. The clerk reported an email from Cheri Deragon of Bayfield County reporting that Paul Johanik, Bayfield County Commissioner, retired 9/16 after 32 years and the new Commissioner is Bob Anderson and the new Patrol Superintendent as of 9/6 is Jake Benson. A letter was received from Bayfield County Land & Water Conservation Department regarding a Chronic Wasting Disease (CWD) Prevention Initiative's Adopt-a-Dumpster requesting municipalities to consider contributing \$150. A letter from Bayfield County Planning & Zoning Department was received regarding an ordinance amendment amending 13-1-62(a) and deleting 15-1-22 that was addressed at their meeting 9/16.

The clerk reported receiving an email from the WI Elections Commission highlighting the importance of an official .GOV internet domain and how to obtain one. Our website would change from a .com to a .gov and all the email accounts would change as well. Our IT advisor recommends making this change.

*A motion was made (Renz/Neff) to go ahead with the conversion to the .gov domain. Voice vote taken, motion carried.*

The updates to the Performance Evaluation and Sick Leave Benefits policies were reviewed. The Performance Evaluation needed to be updated to reflect the recent change in the Probationary Period (extended to one year). The Sick Leave policy was amended to allow a maximum of 420 hours to be accrued (previously was limited to 80 hours).

*A motion was made (Scully/Renz) to approve the changes to the Sick Leave Benefit policy and the Performance Evaluation policy as presented.*

Supervisor Jim Frint expressed a concern that he heard that extending the probationary period would discourage people from applying for Town jobs. Chairman Renz stated that his experience with the County and others that has been the norm.

*Voice vote taken, motion carried.*

An educational brochure designed by the Friends of Eau Claire Lakes Area (FOECLA) was reviewed by the board.

*A motion was made (Renz/Scully) to approve the brochure.*

*A motion was made (Scully/J. Frint) to open the floor for public comment. Voice vote taken, motion carried.*

Jim Bakken spoke regarding the intent of the brochure and what their plan is for distribution. FOECLA would like the board to support this effort and the brochure would be mailed to all property owners next spring. Supervisor Scully met with the group and said the brochure highlights the boating laws and educates boaters about erosion. Guy Johnston spoke regarding the wheelbarrows full of weeds that have washed up on their beach on the Middle Eau Claire Lake from boats operating at high speed in shallow areas.

*A motion was made (Renz/Scully) to close the floor to public comment. Voice vote taken, motion carried*

*Voice vote taken, motion carried.*

Supervisor Jim Frint had brought up at a previous meeting that two parcels (#2587 & 2589) owned by the town could be sold as they are landlocked. Foreman Jordheim has reached out to our attorney but has not heard back regarding an easement that could be needed should it be offered for sale. Any sale of land needs to be approved at an Electors meeting (Budget Hearing in November or Annual Meeting in April). Chairman Renz asked the clerk to add it to the Elector's Meeting agenda in November.

Chairman Renz received an email from an interested party regarding a right-of-way on Point O Pines Rd that the town owns. He referred the email to the Town Foreman to investigate the situation and determine if the town would sell it or retain it. Any sale would have to be approved by the Town electors if the town decides to offer it for sale.

*A motion was made (Renz/J. Frint) to have the Foreman do his due diligence regarding this property. Voice vote taken, motion carried*

The clerk reported a letter was received from Norvado regarding the Town's internet package which has been discontinued and will be converted to the new lowest package, resulting in an increase of \$20/mo. The town currently has 5 sites so it will increase the town's cost by \$100/mo. This will be addressed during the upcoming budget sessions.

Supervisor Scully provided an update on the campground proposal that he is researching. He met with Michelle of the County for an onsite visit. He said we would probably need to have it surveyed and he'd like to have the approval of the board to submit an application for rezoning and a conditional use permit. He's learned that engineering services would not be needed so that would save \$50-60k in startup costs.

*A motion was made (Renz/Neff) to submit an application for a conditional use permit (approx. cost of \$600) and a re-zone from Bayfield County. Roll call vote taken with Supervisor Scully abstaining, all members voting yes, motion carried.*

*A motion was made (Scully/Renz) to open the floor for public comment. Voice vote taken, motion carried.*

Susan Jansen asked how much this is going to cost the town, what are the insurance costs? Who is going to clear the land? How will it be managed? What is the investment by the town? Guy Johnston said this should be presented at a public hearing so town support can be determined. Supervisor Neff said a cost benefit analysis should be provided to the public to garner support for the project. Brett Frierhood asked if we got the conditional use permit approved but the project ultimately did not go forward, would the re-zone still be in effect? Supervisor Scully stated it would not. Susan Jansen wanted to know when it will be presented to the town. Carol LeBreck said a complete proposal would normally be needed in order to apply for a conditional use permit. Supervisor Scully said he has spoken with Tracy Pooler, Bayfield Co. Planning & Zoning Administrator, and what he has provided to him is sufficient to apply for the permit. The clerk will post Supervisor Scully's PowerPoint presentation (from June 2021 meeting) on the town's website and a timeline will be developed to show the deadlines and costs. The town will proceed with the permit application and once that is obtained, an informational meeting can be set.

*A motion was made (Renz/S. Frint) to close the floor for public comment. Voice vote taken, motion carried.*

The clerk reported that the County Clerk, Lynn Divine, has advised that we need to replace our HAVA compliant voting equipment and tabulator as they are no longer being supported. Our Chief Election Inspector, Florence Prickett, attended an equipment demonstration and along with the majority of clerks, preferred the ES&S machines. We have allocated \$6,000 towards the purchase of new equipment which will cost \$8,712.67 based on the quote. The County MAY provide \$1,500 to each municipality to help with the cost.

*A motion was made (Neff/S. Frint) to approve the purchase of new election equipment. Voice vote taken, motion carried*

Vouchers approval – discussion/motion to approve August vouchers

*A motion was made (Renz/Scully) to approve the August vouchers. Voice vote taken, motion carried.*

Clerk/Treasurer Report: Judy Bourassa

The ending balance in the General Checking is \$780,223.89 which includes the Town's portion of the 2<sup>nd</sup> installment tax payments and includes a transfer to the Money Market Account of \$70,000 towards the purchase of a new fire engine. \$871,327.91 is the ending balance in the Money Market Account which includes the \$70,000 transfer and interest of \$70.83. \$4,000.32 is ending balance in the Vatten Paddlar Account with additional registration fees of \$600 less expenses of \$3,395.72 that was paid out in August. The PayPal account has a balance \$4,508.61 and the Tax Collection Account has a balance of \$822.91 for a total of all funds of \$1,660,883.64 with \$642.02 in interest earned so far this year.

*A motion was made (S. Frint/Scully) to approve the Treasurer's Report. Voice vote taken, motion carried.*

Highway Dept. Report – Jeff Jordheim

## **Roads/Equipment Report for Sept. 2021**

### **Roads**

Meetings are complete with 3 different engineering firms  
Rabbit Hutch Road work is ongoing. Should be close to done end of month  
Salt is in and is to be picked up the 15<sup>th</sup> of October  
We will mix some of it here on site

### **Mowing**

Moore Rd has been mowed. Still working on the side sand roads. Mowing is ongoing on the asphalt roads  
TLP ski trail has been mowed for the 2<sup>nd</sup> time this year

### **Equipment**

Truck 42 is going for two new steer tires this week. \$1,678 at Pomp's  
Replace serrated cutting edge on Frint Road Groomer. \$1,100 plus shipping

### **Parks**

Need to set date to remove docks – November 1<sup>st</sup> unless needed to be done sooner  
Winterize bathrooms

### **Building**

Purchase new shop heaters from Arch. Should cut heating to about half with new high efficiency Modines.  
Remove the four radiant and install 3 Modines. \$16,700 – also need to replace weather seals on garage doors.

This will be considered during the budget sessions.

The board thanked the town crew for their response to the weather event of last evening. A possible tornado was reported in the vicinity of the Hall Rd off County Hwy A and the crew was out until the early morning hours clearing roads of debris.

A contract with Midland Services for 12,000 gallon of LP gas (propane) at a price of \$1.49/gallon for a total of \$17,880 was presented for consideration. Jeff will contact the vendor to clarify if payment in full is due upon signing the contract and will ask if we can pay as we use the fuel rather than upfront.

A quote received from Jerome Contracting Excavators for stump removal excavation services on W. Idlewild Lake Rd in the amount \$4,760 was reviewed. This would allow for the snowmobile trail to be off the road and the Barnestormers Snowmobile Club has committed to sharing in the cost, possibly as much as \$2,500.00.

*A motion was made (Neff/Renz) to accept the quote from Jerome Contracting Excavators. Roll call vote taken with Supervisors Jim and Seana Frint abstaining, all other members voting yes, motion carried.*

Ambulance Department Report – Brett Frierhood

## Monthly report Ambulance – Sept 2021

There have been 11 ambulance calls in the last month. Two of these were primary response into Highland, three no transports. Current total is 68 calls, which is on track to reach 100 for the year.

We are currently down to one full-time EMT as one has resigned. The open position is currently posted with applications due by October 1st. The part-time EMTs are being used to fill these open shifts to the best of our ability, as well as non-weekday shifts when we have limited volunteer staff available.

At the request of the Town Board, the full-time EMT job description has been reviewed. An updated job description has been developed and presented to the Board for approval.

Due to increasing COVID-19 cases, partial completion of the parking lot paving, multiple interfering Fall events, and reduced residents and visitors because of the time of year, the decision has been made to postpone the open house until after Winter. This will allow the paving to be completed and provide a better opportunity for all of the Barnes community to see the new building as well as each Department's capabilities.

Brett Frierhood  
Barnes Ambulance - Director

The clerk had asked that the Ambulance Director and Town Board review the Ambulance Department Policies and Procedures Handbook to see if any updates are needed. Chairman Renz said there are updates that are needed so this will be tabled until the changes are made.

The revised EMT job description was reviewed and some changes the Board requested were not included so it was tabled until the changes are made.

The clerk requested that the board approve a rate of \$40/hr for First Responder-Drivers on runs between 10pm and 7am, which is double the normal rate. The board had previously approved a rate double the normal rate for EMTs on calls between those hours.

*A motion was made (Renz/Neff) to approve the rate of \$40/hr for First Responder-Drivers (EMR). Roll call vote taken with all members voting yes, motion carried.*

Fire Department Report – Brock Frierhood

## Monthly report Fire

Agenda Item:  
Discuss pre-buying raw material for the new truck build.

Calls:  
1 Motorcycle crash, tree on power line

Had a meeting with Stainless and Repair to go over the upcoming truck build. First half of the pavement at the hall has been completed, second half will be completed in the spring. Emergency Apparatus and Maintenance was here and performed pump testing. They replaced 2 batteries and fixed a leaking valve on Tender 1, and fixed 2 valves on the Engine. Pumps passed the testing.

Fire Chief Frierhood requested that the board approve payment of an invoice charging \$18,578 to pre-buy raw material for the new truck build. Currently, the engine is due to be received in the 3<sup>rd</sup> quarter of 2022, paying this invoice could result in receiving the engine sooner.

*A motion was made (Scully/S. Frint) to approve the invoice from Stainless & Repair Inc. for \$18,578 for the purchase of raw materials. Roll call vote taken with all members voting yes, motion carried.*

## TOB Committee and Commission Reports

### Land Use Planning Commission: Seana Frint

1. Pinnacle Properties Mequon LLC of xxxx E. Eight Mile Lake Rd-Class A-Special Use permit for shore land grading for driveway. This was tabled at last month's meeting since distances/setbacks were not provided.
2. Jay & Ashley Hammerstrom of xxxx Rabbit Hutch Rd-Class A-Special Use permit for a dwelling in an F1 zoning district.
3. D. Patrick & Marlys McCullough of 49080 River Rd and David & Karen Grandstrand – Re-Zone of contiguous parcels from a R-1/R-3 to R-1 to allow R-1 zoning development on entire parcel.

*A motion was made (Renz/Scully) to approve the Special Use permit for shore land grading for a driveway for Pinnacle Properties Mequon LLC.*

Discussion followed with Supervisor Neff expressing concern about the setbacks. Documentation provided by applicant/agent is not sufficient.

*Roll call vote taken with all members voting no, motion carried.*

*A motion was made (Renz/Neff) to approve the Special Use permit for a dwelling in an F1 zoning district for the Hammerstroms. Roll call vote taken with all members voting yes, motion carried.*

Karl Kastrosky is the authorized agent and spoke on behalf of the McCulloughs & Grandstrands. He attended the County's meeting last Thursday and they approved the re-zone subject to the Town of Barnes approval.

*A motion was made (S. Frint/Scully) to approve the Re-Zone application of the McCulloughs & Grandstrands to zone the contiguous parcels as R-1. Roll call vote taken with all members voting yes, motion carried.*

### Roads & Right of Way Committee – Jim Frint

The Roads & Right of Way Committee recommends that the board hire Morgan & Parmley for the design services for re-surfacing of Lake Road from Birch Lake Bridge to State Highway 27, including the re-design of the intersection of Outlet Bay Rd/Birch Lake Rd/Lake Rd. They met with 3 different design services companies, Ayres Associates, CORRE and Morgan & Parmley and felt Morgan & Parmley was the best fit for the project and the town has worked well with them in the past.

*A motion was made (Neff/Scully) to hire Morgan & Parmley to design the project. Roll call vote taken with all members voting yes, motion carried.*

### A.I.S. Committee

A Professional Services Agreement between Lake Education and Planning Services, LLC (LEAPS) and the Town of Barnes in the amount of \$1,800 was presented. Chris Webb addressed the board via Zoom. LEAPS prepared 3 WI DNR Surface Water Planning grant pre-applications and if approved, submit final application packages on the Town's behalf.

*A motion was made (Renz/Scully) to approve the contract with LEAPS. Voice vote taken, motion carried*

An invoice from LEAPS for \$450.00 (25% of total) for the preparation of 3 2022-2023 Surface Water Lake Management Planning GAPS was reviewed. This is for work completed to date.

*A motion was made (Renz/Neff) to approve payment of \$450 to LEAPS. Voice vote taken, motion carried.*

Resolutions for the Aquatic Invasive Species Control Grant (R21-04) and the Surface Water Planning Grant (R21-05) were reviewed. These are required in order to request grant funding.

*A motion was made (Neff/S. Frint) to approve Resolutions R21-04 and R21-05. Voice vote taken, motion carried.*

The application of Barbara Clements to join the A.I.S. Committee was reviewed.

*A motion was made (Renz/S. Frint) to approve the application of Barbara Clements. Voice vote taken, motion carried.*

The 2021 program activities were reviewed. The BAISS boat diving has concluded as well as the Clean Boats, Clean Waters monitoring (there is a Musky Tournament the first week of October). A Chemical Treatment is anticipated next year on Tomahawk Lake and a barrier is being constructed to contain the chemical to the specific area(s). Weather permitting, they would like to start earlier next spring with the AIS removal. Chairman Renz thanked Chris Webb for all her efforts/contributions with the AIS committee.

Parks & Rec Committee - Pat Johnston

A request for proposals was published and only one proposal was received from Lee Sports Surfacing LLC for the tennis/pickleball courts resurfacing and repairs at a cost of \$27,950.00. The cost to replace the wind screens would be \$2,500.00. The committee is requesting that the board accept the proposal. There is funding in the Sinking Fund for these expenses

*A motion was made (Renz/Neff) to accept the proposal from Lee Sports Surfacing LLC. Roll call vote taken with all members voting yes, motion carried.*

Improvements to the Tomahawk Lake yellow ski trail: Pat is checking with the DNR regarding the necessity of any permits that might be needed.

County Forest Land adjacent to some of the Tomahawk Lake trail will be logged for timber sale. Jen Bratsch, Recreation Forester, is working with the forester to lessen the impacts on the trail. Originally, 4,700 feet of the trail would be impacted by the harvest area which will be clearcut, except for most red and white pines. The forester has agreed to reduce that to 2,550 feet. Once it is let out for bids, they will have 3 years to log it and it could be done in the winter or the summer. The committee is still looking into building a metal storage shed at Tomahawk Lake Park. Larry Roecker, master electrician, said there isn't enough power in the warming house to operate a heater so additional power would need to be run at a cost of approximately \$2,000. The skating rink boards are in need of repair and there are cracks in the concrete. The committee will investigate repair options and costs.

Transfer Site Committee – Dave Scully

The Transfer Site employees would like the camera situation to be re-addressed, the RING system does not meet their needs. They would like the town to purchase surveillance cameras. Discussion followed and the suggested cameras to purchase were presented, costing approximately \$450.00.

*A motion was made (Scully/J. Frint) to approve the purchase of surveillance cameras at a cost of \$450.00. Voice vote taken, motion carried.*

There has been unauthorized dumping of stumps (and other banned items) at the brush pit so the gate will be locked requiring that they go thru the Transfer Site building first to ensure compliance.

Chairman Renz reviewed the Timeline.

Supervisor J. Frint said there is a resident who is interested in starting a local paper and who could help him with that. It was recommended that they contact Julie Sarkauskas and/or Lu Peet.

*Motion made (Neff/Scully) to adjourn the Monthly Board Meeting. Voice vote taken, motion carried.*

Meeting adjourned at 10:01pm.

**Submitted by: Judy Bourassa, Clerk-Treasurer**  
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