

TOWN OF UNION
MONTHLY TOWN BOARD MEETING
Minutes of Tuesday, September 14, 2021

The Town of Union Monthly Board meeting was called to order by Chairman Kendall Schneider at 6:30 p.m. on Tuesday, September 14, 2021 at the Town of Union Town Hall, 15531 W. Green Bay Rd., Evansville, WI. Members in attendance included Chairman Schneider, Supervisors Kim Gruebling and Mason Barber, Clerk Regina Riedel, and Treasurer Jessica Nellen. Roadpatrolman Josh Wisner and Plan Commission Chairman Alvin Francis were also in attendance. The Pledge of Allegiance was recited.

Clerk's Minutes (August 10, 2021)

Gruebling requested a correction to the minutes stating that that Schneider would be contacting the attorney, not Gruebling.

Motion to approve the minutes of August 20, 2021 as corrected made by Gruebling/Barber.
Motion carried by unanimous voice vote.

Treasurer Report

Nellen reported balances as of August 31, 2021 (attached).

Building Inspector Report

Building Inspector Bob Fahey was not in attendance; Schneider read in the report of permits issued during August 2021.

Clerk Update

Riedel reported that Baker Tilly Auditor was at the Hall recently and Riedel and Nellen worked with them to provide requested materials for the audit review.

Riedel noted that she met with Wisner and Barber to get Barber up to speed on the history and background of current Town issues and reviewed with him some issues and projects that have been outstanding for some time due to a lack of staff and time to address, and that his help with would be appreciated. Barber stated that he would like to work with Wisner to put together an equipment replacement schedule to help with budgeting, as well as develop an official safety plan for employees. He hopes to have something in draft form to present to the Board next month.

Recycling Center Update

Wisner had nothing to report; no complaints and things have been running smoothly.

Fire District Updates

Gruebling reported that BFD has drafted a tentative budget. Joint meeting is coming up, and he will be recommending a full time fire chief.

Public Comment (5 min max per item, no action will be taken on any issues)

Alvin Francis questioned why 5-10 years of previous meeting minutes and agendas were not available on the town website; Riedel stated that the Board had directed her to post only the last 2 years of minutes and agendas on the website.

Discussion/Board Action: Non-Permitted Dog Kennels Operating Within Town

Riedel has contacted the Town Attorney and provided information regarding the complaints and the Town's zoning code; he has requested copies of the complaints regarding the kennel in order to proceed. Riedel will be sending the requested additional information to the attorney on Wednesday.

Schneider will contact the attorney regarding the issue and to get a letter sent.

Discussion/Board Action: Tree Removal in Town Right of Way

Wiser stated the Board needs to review the Town's brush ordinance to decide who is responsible for the trees that need to be removed in numerous locations throughout the Town. He reported that Kussmaul Tree and Crane handled the latest group of downed trees.

Gruebling and Wiser will survey the Town for trees that need removal, and will provide information regarding landowners to Riedel, who will contact the landowners regarding the trees.

Motion to contract services with Kussmaul Tree and Crane for removal of trees in right of way made by Barber/Gruebling. Motion carried by unanimous vote.

Discussion/Board Action: Intergovernmental Agreement Between Evansville & Union – Utilities

The City of Evansville would like to bill back utilities further than the adoption date of the agreement of 6/11/20. Gruebling is of the opinion that utilities can only be charged back if they became delinquent on or after the date of adoption.

Motion to have Riedel send letter to Evansville Water & Light clarifying this opinion made by Gruebling/Barber. Motion carried by unanimous voice vote.

Discussion/Board Action: Additional Check Signers

Riedel stated that further research into State statutes regarding this issue has determined that there are no good options to the current process; she will ask Baker Tilly if they have any suggestions.

Discussion/Board Action: Town Official Attendance at WTA Conference

Registration is due by next Tuesday 9/21. Motion to register Nellen, Riedel, Barber, and Schneider for the conference made by Gruebling/Schneider. Motion carried by unanimous voice vote.

Updates: Broadband Grant/ARPA Funds

Nellen reported that half of the available funds have been received. Gruebling did not attend the most recent County meeting addressing the issue and has nothing new to report.

Discussion: Permits & Fees for Street Openings, Fiber Optics Installations, etc.

Schneider is working on formatting an application form, and will need Riedel's assistance on creating the form.

Roadwork

Wiser stated the culvert on Croft Road is in the process of being replaced. Some patching has been done on Porter Road. He has also been working on signing and mowing. LRIP instructional webinar is coming up and he is scheduled to attend.

Road ratings need to be submitted to the State DOT by October. Wiser would like to work with Schneider on the update, since Schneider is turning over the process to him to handle from here forward.

Pay Bills

There being no further business to come before the Board, a motion to adjourn and pay bills was made by Gruebling/Barber. Motion carried by unanimous voice vote. Meeting adjourned at 7:53 p.m.