

Town of Kaukauna  
Town Board Meeting  
August 10, 2020  
Minutes

Chairman Van Asten called the meeting to order at 6:30 pm.

Present were Chairman Mike Van Asten, Supervisor Shane Robley, Supervisor Dennis Van Vreede, and Debbie Vander Heiden Clerk/Treasurer. There was 2 resident present and 1 guest.

NOTE: The meeting was held in public.

Safety issues: Nothing reported.

Adopt the agenda: Motion by Supervisor Robley to adopt the agenda as presented, second by Supervisor Van Vreede. Motion carried.

Appointments: None

Approve Minutes: Approve the minutes of the July 13, 2020 Town Board meeting and July 27, 2020 Special Joint meeting. Motion by Supervisor Van Vreede to approve the minutes of the July 13, 2020, and July 27, 2020 meetings as presented, second by Supervisor Robley. Motion carried.

Fire/EMR report. Chief Ron Young reported that the Vandebroek Fire station is beginning to get cleaned up and back together again. Ron thanked the Board for their time and effort they put into the purchase of the 2 replacement trucks. 4261 is at Truck Country getting repaired. They hope to be back at 100% working order by the end of the year.

Public Participation: Agenda items. None

Unfinished Business: None.

New Business:

- a. Review/Act on Highway Agreement with Outagamie County Highway Dept. Motion by Chairman Van Asten to accept the 3 year contract, second by Supervisor Robley. Motion carried.
- b. Review/Act on Planning Commission/Board of Appeals terms. Due to the COVID-19 the member terms were not renewed in April. Terms for renewal are as follows: Bernie Vander Heiden 1 year term for Board of Appeals and Planning Commission, Sharon Reynolds for 1 year and Mike Olson for 1 year. Motion by Chairman Van Asten to approve the new terms, second by Supervisor Robley. Motion carried.
- c. Review /Act on Clerk/Treasurer Contract. Per WI SS 19.85 Motion by Chairman Van Asten to go into closed session to discuss the Contract, second by Supervisor Robley. Closed session at 7:05 pm. Motion by Supervisor Robley to come out of closed session and resume the regular Board meeting, second by Supervisor Van Vreede. Motion carried. Returned at 7:10 pm. Motion By Chairman Van Asten to raise the Clerk/Treasure salary ~~500.00~~ to **200.00 per month for an increase of 24,000.00 2,400.00** per year effective when the office is more orderly, second by Supervisor Robley. Motion carried. Mrs. Vander Heiden requested that the Town hall cleaning job be paid on Sundays because it is over and above her regular duties. The Board agreed to the

change and the Clerk/Treasure shall be paid the standard 15.00 per hour for Sundays. Added to the contract language is as follows:

- Under Town Clerk, add 19. Post Public Notices in a timely manner.
- Other duties add 3. 1 week paid vacation per calendar year along with paid holidays.

Review monthly financial summary: Clerk/Treasurer Vander Heiden presented the financial statements and account balances to the Board.

Approve vouchers. Vouchers 8972-8990 were presented for payment for a total of 117096.02. Motion by Chairman Van Asten to approve vouchers for payment, second by Supervisor Robley. Motion carried.

Review Building Permits. None

CSM review: A CSM was presented from Mary Sprangers Trust for a land split. Motion by Chairman Van Asten to approve the CSM, second by Supervisor Van Vreede. Motion carried.

Other business: Chairman Van Asten reported that Dale Van Zeeland was looking at adding a lot from River bend to the Van Zeeland Crate business and may need a rezone.

Correspondence:

Future agenda items: None.

Adjournment. Motion by Chairman Van Asten to adjourn, second by Supervisor Van Vreede. Motion carried. Adjourned at 7:40 pm.

Submitted by: Debbie Vander Heiden, Clerk/Treasurer.