Town Board Meeting

September 9, 2024

Minutes

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

**Attendees:** Chairman Mike Van Asten, Supervisor Dennis Van Vreede, Supervisor Mike Van Vreede, Clerk/Treasurer Jennifer Burton, and 3 Residents were present.

**Safety items:** No safety issues noted.

**Adopt the agenda:** Motion by Supervisor M. Van Vreede to adopt the agenda as presented. Second by Supervisor D. Van Vreede. Motion carried.

**Appointments:** No appointments noted.

**Approve Minutes:** Motion by Supervisor D. Van Vreede to approve the August 12, 2024 Town Board meeting minutes. Second by Chairman Van Asten. Motion carried.

**Fire/EMR report:** Clerk/Treasurer Burton provided the Fire/EMR budget to the board members.

**Public Participation:** Nothing noted.

**Unfinished Business:** Nothing noted

**New Business:**

1. Review/Act – Overall Town of Kaukauna Permit fees – board is OK with the fees as is. May revisit at a later date.
2. Review/Act – Move next Town Board meeting from October 14 to October 7
   1. Motion by Chairman Van Asten to move the board meeting as noted above. Second by Supervisor M. Van Vreede. Motion carried

**Financial Summary:** Clerk/Treasure Burton presented the Board with the August financial statements.

**Review/Approve Vouchers:** Motion by Chairman Van Asten to approve credit card purchases and vouchers **10303 – 10337** as presented totaling **$37,270.30**. Second by Supervisor M. Van Vreede. Motion carried.

**Review Building Permits from Tom Smith:** Reviewed 3 detached structures, new address, and deck rebuild.

**CSM review:** Nothing noted.

**Other Business - Public Participation:**  Nothing noted.

**Other Business:** Nothing noted.

**Correspondence:** Clerk/Treasure Burton presented the Board with correspondence.

1. Resident questioning Short Term Rental (STR) ordinances/permits. The board discussed that although we have no town ordinances/permits, we should check with our insurance to assure that the town isn’t liable in the event of an accident.
2. 9/11/2024 – update by Clerk/Treasurer Burton – confirmed with Rural Mutual that the Town of Kaukauna is not liable if an accident or injury occurs on an STR property. Notified board members via email.

**Future agenda item:** Nothing noted.

**Adjournment:** Motion by Supervisor M. Van Vreede to adjourn the meeting. Second by Supervisor D. Van Vreede. Motion carried. Adjourned at 6:55 PM.

**Submitted by:** Jennifer Burton, Clerk/Treasurer