

February 13, 2017 – Regular Monthly Meeting @ Town Hall – 7pm

Notice of the meeting was posted according to the OML {19.84(3)}, published in the Ad Delite, and posted on the town website.

The Chairman called the meeting to order at 7:05pm. All Town Board members were present. John Kaeding was also present.

The Agenda was approved on a motion made by Duane Schlewitz and seconded by Bob Dewitz. The motion carried.

The Minutes of the previous meeting were read and approved on a motion made by Bob Dewitz. The motion was seconded by Duane Schlewitz. The motion carried.

Item 6a – Dates were again discussed by the board, for Open Book and Board of Review. Assessor Randy Prochnow would be available any Friday in June. The Board suggested June 9, 2017 or June 16, 2017, to hold Open Book from 3:00pm to 5:00pm, and Board of Review from 5:00pm to 7:00pm. The Clerk will confirm a date with the Assessor and report back to the Board at the March 13, 2017 Regular Monthly Meeting.

Roads – The Road Foreman asked the board if he could purchase a new Impact Wrench, as the old one is worn out. The Board gave John permission to purchase a new one. The Board discussed vacation and sick time benefits for the Road Crew. At the January meeting, the Board granted the Road Crew permission use unused vacation time from 2016, by the end of January 2017. The Chairman clarified that sick time and vacation time are two separate benefits, and there may have been a misunderstanding, as to whether the Road Employees would be able to also use their unused sick time by the end of January. After reviewing the Employee Handbook and discussion, some changes were made to the Handbook: 1) It was decided that the term “Sick Time” is no longer applicable, and will now be referred to as “Personal Time”, to be used at the employees discretion. 2) Overtime, if called in for any call on “off hours”, will be paid at one and one-half times the rate of pay normally earned by the employee. The minimum time paid will be two hours. 3) Working start time shall be 6:00am year around until the work day is complete. Central Standard Time hours would be an 8 hour day. During Daylight Savings Time, the work day would be 10 hours. Hours are not to exceed 40 hours per work week, unless it is authorized by the Town Chairman, or an emergency. A motion was made by Supervisor Dewitz to correct and/or change the Employee Handbook to reflect the above. Supervisor Schlewitz seconded the motion and it carried.

The Treasurer’s Report was read. GENERAL FUND - \$695,063.99, MACHINERY FUND - \$19.41, TOWN HALL FUND - \$13,983.45, PETTY CASH - \$75.00 – TOTAL - \$709,141.85. The Treasurer’s Report was approved on a motion made by Duane Schlewitz and seconded by Bob Dewitz. The motion carried. Motion was made by Bob Dewitz to approve all bills tonight totaling \$24,698.65 and allow the Treasurer to transfer funds to cover the vouchers. The motion was seconded by Duane Schlewitz. The motion carried.

The next meeting was set for March 13, 2017 at 7:00pm at the Town Hall.

The meeting was adjourned at 9:37pm on a motion made by Bob Dewitz and seconded by Duane Schlewitz.

Susan Mayer, Clerk

