

1 **Proceedings of the Town of Pine Lake Board Meeting held on October 19, 2011, at 6:30 P.M., in**
2 **the Pine Lake Community Building, 4197 River Road, Fire Department Room # 1.**

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4 Notice of meeting was posted in three (3) locations within the Township of Pine Lake according to
5 Wisconsin Statutes. Meeting was also posted on www.townofpinelake.com

6
7 **PRESENT:** Chairman Jim Flory, Supervisors Brian Gehrig, Timothy Oestreich, Matt Matteson, and
8 Charlie LaHam, Treasurer Judy Skinner and Clerk Cindy Skinner.

9
10 Chairman Flory called the meeting to order at 6:30 p.m. Motion by Matt Matteson to approve the
11 agenda and chairman to move items as necessary, second by Tim Oestreich. Motion carried by voice
12 vote.

13
14 Motion by Matt Matteson to approve the minutes of the September 21, 2011, Town Board Meeting,
15 second by Charlie LaHam. Motion carried by voice vote.

16
17 Treasurer's Report by Judy Skinner. Book Balance - 8/31/2011 - \$647,355.92. Receipts - \$4,198.88.
18 Disbursements - \$108,602.89. Book Balance - 9/30/2011 - \$542,952.11. Checking Account -
19 \$17,158.65. Peoples State Bank Money Market - \$502,842.61. Mid-Wisconsin CD - \$22,950.85. Bank
20 Balance - 9/30/2011 - \$542,952.11.

21
22 Library Report by Ken Hardtke. Written report was distributed. Library Board Meeting was held
23 October 11, 2011. Roofing project on schedule for last of October/first week of November. Internet
24 access policy was updated and passed. 2012 budget approved by all town boards and city of
25 Rhinelander. Financial reports approved and spending was 74% with 75% of year elapsed. Director
26 presented a proposal for thorough cleaning after construction work completed. And requested to rewrite
27 lease with tenant All About Style. Children's Dept. active with weekly visits by school groups and other
28 activities. Staff reorganizing collection to make better use of space. Adult Dept. had four discussion
29 groups in September and Senior Outreach and Books on the Go served 85 people (220 items). 53
30 books, 23 DVD's and 24 youth books were added this month. Pine Lake usage/books checked out to
31 date 15,698, still down 8% from last year. Pine Lake share remained at 13% of the district. Next
32 regular meeting November 8, 2011, at 3:15 p.m. Visitors always welcome.

33
34 Citizens Concerns. None

35
36 Steve Sweet, property owner near Shady Point Drive, request that town board furnish a letter indicating
37 that the Platted Maple Road provides access to his property, briefly described as D.E. Briggs Addition,
38 Lots 1,2 and 3, Block A (Survey Map A2169), Section 29, Township 37 North, Range 9 East. Mr. Sweet
39 explained problem from three years ago concerning access to his property by private drive crossing over
40 neighbor's property. Wants to sell property next year but needs access by use of the undeveloped
41 platted road, Maple Street. Requested that the town board provide a letter to that affect so that he may
42 include that with the title insurance information for potential buyers. Discussion. Motion by Jim Flory
43 that the town provide the letter stating - To whom it may concern that the town board acknowledges
44 that to the best of their knowledge the undeveloped platted road shown on survey map A2169 adjacent
45 to Lots 1, 2, 3, 4 and 5 of D.E. Briggs Addition would allow access to Lots 1, 2, and 3. Second by Tim
46 Oestreich. Motion carried by voice vote.

47
48 Larry Dorich requesting permission to have a fuel tank installed on town shop property for use by the
49 snowmobile club's trail groomer. Mr. Dorich explained that Ritchie Oil would install according to code
50 for diesel fuel for the trail groomer only. May need electricity, so may need to charge for usage. Town's
51 insurance agent was contacted regarding liability of town and email response was given to board
52 members. Question if a written contract should be done between parties. Decided to have John Cirilli
53 draw up contract and club to pay cost. Liability insurance would need to name Pine Lake as additional
54 insured. Motion by Matt Matteson to allow diesel fuel tank installed on shop property conditioned on
55 the contract and meeting all codes, second by Brian Gehrig. Motion carried by voice vote.

56

57 Chairman moved Item #21. Town shop roof report with proposed settlement agreement, former town's
58 insurance company's engineer's report and board's decision of next procedures. Latest revised
59 settlement agreement received earlier in day distributed. Jim Flory explained what has been transpiring
60 the past month regarding the agreement. Discussion as to changes including that town chairman to be
61 responsible for the inspections and approval of work as it is being completed rather than architect
62 recommended by John O'Melia due to cost involved as well as latest change not to dismiss lawsuit until
63 work completed and approved. He will be relying on Ken Hardtke and Mark Skinner to do drop in
64 inspections as well as progress inspections according to agreement. Work to start October 31.
65 Discussion on compensation and schedules for Hardtke and Skinner. Motion by Matt Matteson to allow
66 town chairman to come up with plan with Ken Hardtke and Mark Skinner regarding compensation and
67 inspections during repairs, second by Brian Gehrig. Motion carried by voice vote.
68 Suggestion by Harley Skinner and Ken Hardtke that the agreement regarding nailing of plywood already
69 in place and secured by staples be changed from 12" on center to 8" on center around edges of plywood
70 and 12" on center in middle of sheets. Further discussion. Motion by Charlie LaHam to approve and
71 clarify/change Settlement Agreement to have nailing of remaining plywood 8" on center all parameters
72 and 12" on center in field of plywood, second by Matt Matteson. Motion carried by voice vote.
73
74 Back to Item #9. Set public hearing date for vacating portions of platted Shady Lane not developed.
75 Discussion. Hearing set for November 28, 2011, at 6:30 p.m.
76
77 Operator's License Applications for Stephanie McKenzie and Justin Lee Hirman. Clerk reported that
78 both had completed their courses and had only minor offenses on background checks. Motion by Jim
79 Flory to approve, second by Matt Matteson. Motion carried by voice vote.
80
81 Renewal of Beaver Removal Contracts with Bob McMahon for 2011 and 2012. Clerk explained that
82 current year contract had not been approved so recommended to Mr. McMahon to do both 2011 and
83 2012 at the same time. Motion by Matt Matteson to approve the 2011 (4/1/11-11/5/11) and 2012
84 (4/2/12-11/5/12) Beaver Removal Contracts with Bob McMahon, second by Charlie LaHam. Motion
85 carried by voice vote.
86
87 Rezone Petition #8-2011 of Town of Pine Lake to rezone property from #02 Single Family to #05
88 Recreational on land described as part of G.L. 1, Section 29, T37N, R9E, south of County Highway W,
89 north of N. Birchwood Dr and west of Short Road, Town of Pine Lake. County letter for any concerns
90 from the town board. Motion by Matt Matteson to approve, second by Brian Gehrig. Motion carried by
91 voice vote.
92
93 Renewal of 3-year contract with Accurate Appraisal, LLC, Beginning January 1, 2012. Discussion of a
94 couple of additions to contract. Motion by Matt Matteson to approve, second by Tim Oestreich. Motion
95 carried by voice vote.
96
97 Employee Grievance Procedure and Resolution to approve. Discussion of procedure provided by WTA
98 and definition of employee. Personnel handbook needs update to reflect grievance procedure.
99 Chairman asked that highway committee have that completed by January, 2012. Impartial hearing
100 officer needed to be appointed and compensation decided. Decision to do that at time it is needed.
101 Further discussion. Motion by Matt Matteson to waive the reading of the Resolution for Adopting
102 Employee Grievance Procedure, second by Charlie LaHam. Motion carried by voice vote.
103 Motion by Jim Flory to approve Resolution for Adopting Employee Grievance Procedure, second by Brian
104 Gehrig. Motion carried by voice vote.
105
106 Item #16 moved. Wage increase for treasurer, Judy Skinner. Discussion. Recommended 3% raise,
107 same as clerk and crew received in August. Motion by Brian Gehrig to approve 3% raise increase for
108 treasurer, second by Matt Matteson. Motion carried by voice vote.
109
110 Item #17 moved. Wage decrease for extra snowplow driver from \$17.02 per hour to \$15.00 per hour.
111 Explanation as to budget and discussion. Motion by Matt Matteson that current extra snowplow drivers
112 receive \$17.02 per hour and new drivers to start at \$15.00 per hour. Further discussion. No second.

113 Motion by Jim Flory to keep \$17.02 per hour for extra snowplow drivers, second my Matt Matteson.
114 Motion carried by voice vote.

115
116 Item #15. Budget review and set date for budget Public Hearing, Special Town Meeting and Special
117 Board Meeting. Budget was reviewed and some changes made. Public Hearing and Meetings set for
118 November 28, 2011, at 7:00 p.m.

119
120 Request to open charge account at new Ace Hardware Store. Discussion. Motion by Charlie LaHam to
121 approve application for charge account at Ace Hardware Store, second by Matt Matteson. Motion
122 carried by voice vote – 4 ayes and 1 no (Jim Flory).

123
124 Amend 2011 budget to transfer \$1,789 from John Stevens' Reserve HRA account into current budget.
125 Explanation by clerk and additional funds will need to be transferred next month. John notified of the
126 balance. Motion by Jim Flory to amend the 2011 budget and to transfer \$1,789 from reserve account
127 into 2011 budget, second by Tim Oestreich. Motion carried by voice vote.

128
129 Fall dump hours have been set for October 29th and 30th from 8:00 a.m. to 4:00 p.m.

130
131 Constable Report. Tom Quandt not at meeting, but Brian Gehrig reported for him that he had three dog
132 and one deer calls.

133
134 Fire Department Report. Brian Gehrig reported five fire calls and 13 EMS calls for September. Gun
135 raffle tickets are being sold with drawing starting March, 2012. Halloween donation/raffle tickets
136 letters went out. Received a \$4,000+ DNR grant with 50/50 match. Will use in 2012. Called DeWitt to
137 replace bulbs on exterior lights on Community Building. Discussion on future replacement.

138
139 Communications. Cindy Skinner – WTA unit meeting, October 26, 2011, at Pelican Town Hall. Thank
140 you email from library for approving budget. Public hearing for the rezone petition earlier in meeting set
141 for November 2, 2011, at 2:00 p.m.

142 Tim Oestreich. Menards planning on building addition. Area in back adjacent to town road appears to
143 be included in plans but not sure what that is. Menards is required to meet with town board regarding
144 anything happening on town roads and obtaining approval.

145
146 Committee Reports. Budget Committee met and prepared budget for meeting.

147
148 County Supervisors. Matt Matteson reported on county board meeting. Koinoinia will be contracted
149 out. County will look into sharing Highway Commissioner job with another county with current
150 commissioner retiring.

151
152 Motion by Brian Gehrig to approve the October vouchers for payment, second by Charlie LaHam.
153 Motion carried by voice vote.

154
155 Next board meeting set for November 16, 2011, at 6:30 p.m.

156
157 Motion by Charlie LaHam to adjourn, second by Tim Oestreich. Motion carried by voice vote. Meeting
158 adjourned at 9:05 p.m.

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Submitted by
Cindy Skinner, Clerk