

1 **Proceedings of the Town of Pine Lake Board Meeting held on October 21, 2009, at**
 2 **6:30 P.M., in the Pine Lake Community Building, 4197 River Road, Fire**
 3 **Department Room # 1.**

4
 5 Notice of meeting was posted in three (3) locations within the Township of Pine Lake
 6 according to Wisconsin Statutes. Meeting was also posted on www.townofpinelake.com
 7

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

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

14
 15 Motion by Charlie LaHam to approve the minutes of the September 16, 2009, Town
 16 Board Meeting, second by Brian Gehrig. Motion carried by voice vote.

17
 18 Treasurer's Report by Judy Skinner. Book Balance - 8/31/09 - \$724,866.76. Receipts
 19 - \$596.39. Disbursements - \$193,931.29. Book Balance - 9/30/09 - \$531,551.86.
 20 Checking Account - \$438,858.95. Peoples State Bank CD - \$70,184.95. Mid-
 21 Wisconsin CD - \$22,507.96. Bank Balance - 9/30/09 - \$531,551.86.

22
 23 Library Report by Ken Hardtke. Monthly written report handed out to board. Budget
 24 arbitration meeting is set for October 27th. Current budget in good shape. Health
 25 insurance increases were above projected costs - possibly increasing 16%. 2010 budget
 26 reworked to keep bottom line same. Fourteen new computers to be installed through a
 27 grant from Mead Witter Foundation, Inc. Test closing of Stevens' Street entrance found
 28 patrons wanted it to remain open. Closing will only be done when ice becomes a
 29 problem. Use of library 8% to 10% over 2008 YTD usage. Pine Lake usage 18,356.
 30 Next Library Board meeting is November 10th at 3:15 p.m.

31
 32 Citizens Concerns. None.

33
 34 Some Communications heard at this point, with regular communications later. Culvert
 35 work on Cross Country Road. Nick Scholtes from Oneida County Highway Commission
 36 had estimate of just under \$28,000 with ½ eligible for bridge aid. Permits needed to be
 37 started so a letter from the clerk stating that Pine Lake would like the project to proceed
 38 for 2010 was requested. Board agreed. October 27th is the TRIP meeting for roads.
 39 Recommends applying for a TRIP D if project will be over \$100,000.

40
 41 Proposals/bids for paving town shop lot. Work to be done in 2010. Clerk opened bids
 42 and read as follows:

43	Musson Brothers, Inc.	\$29,824.00
44	American Asphalt of Wisconsin	\$29,198.00
45	Pitlik & Wick, Inc.	\$34,918.00

46 Discussion and comparisons. Motion by Charlie LaHam to approve the bid from
 47 American Asphalt of Wisconsin, second by Tim Oestreich. Motion carried by voice vote.

48
 49 Proposals/bids for blacktopping 1.5 miles of Crystal Lake Road. Work to be done in
 50 2010. Clerk opened bids and read as follows:

51	Musson Brothers, Inc.	\$121,535.10
52	American Asphalt of Wisconsin	\$122,505.48
53	Pitlik & Wick, Inc.	\$116,850.00

54 Discussion and comparisons. Motion by Jim Flory to approve the bid from Pitlik &
 55 Wick, Inc., second by Charlie LaHam. Motion carried by voice vote.

56 Proposals/bids for chipsealing Pine Lake Road for 4.27 miles. Work to be done in 2010.
57 Clerk opened and read the bids. Question from audience as to the capability of spray
58 injection by Pitlik & Wick, Inc. A motion by Matt Matteson that the board postpone
59 decision until November board meeting to allow for further research on question,
60 second by Charlie LaHam. Discussion. Motion carried by voice vote.

61
62 Employee Assistance Program. Clerk explained that it was discovered that the Accident
63 and Sickness Policy for the fire department volunteers that is already in place covers
64 the state mandate for post traumatic stress treatment.

65
66 Moen Lake Landing update. Matt Matteson reported that an error had been made and
67 the town would, in fact, be responsible for approximately \$7,000 to repair the landing.
68 The lake association decided to drop the issue. Matt will continue to research the
69 possibility of turning the landing over to the Department of Natural Resources.
70 Discussion. To be on the November agenda.

71
72 Town shop update and approval of second draw in the amount of \$64,689. Brian
73 Gehrig reported on the tentative schedule he received from Dale Schlieve and West
74 Central Buildings, Inc., with possible completion date of December 11th. Motion by
75 Matt Matteson that chairman hold payment. Motion died for lack of second.
76 Discussion on issues and slow progress of building. Clerk to check the contract and
77 Performance Bond for date construction was to be completed. Around November 1st was
78 thought to be the date. Questions from audience regarding different aspects of the
79 construction. Motion by Charlie LaHam to pay the draw request with a letter included,
80 with copies of the letter going to Dale Schlieve and Robert Sexton, Rice Lake
81 Engineering, regarding state building inspections and a firm completion date, second by
82 Jim Flory. Further discussion. Matt Matteson stated he will be voting not to pay the
83 contractor due to some very unhappy people and to send a message regarding this. Roll
84 call vote taken. Charlie LaHam, aye, Matt Matteson, no, Brian Gehrig, aye, Tim
85 Oestreich, aye, Jim Flory, aye. Motion carried with 4 ayes and 1 no.

86 Clerk had just received the draw request from Nehls and Webster Well Drilling, Inc., for
87 their work less 10% retainage and requested approval to pay right away. Motion by
88 Matt Matteson to approve payment of the draw request for the well, second by Tim
89 Oestreich. Motion carried by voice vote.

90
91 Replacement of Fire Station #1 garage doors. Brian Gehrig had received an estimate
92 from West Central Buildings, Inc., for \$8,122 to replace the four garage doors. Request
93 had been made for 2010 budgeting purposes to install energy efficient doors. Jim Flory
94 requested that a proposal from a local company be requested. Brian had tried to meet
95 with a local contractor, but contractor doesn't get back to him. Matt Matteson gave
96 Brian information regarding grants available from USDA Rural Development specifically
97 for fire department buildings, etc. Brian to follow up.

98
99 Crew wage increases for 2010 beginning April 1, 2010 and Shop Maintenance
100 Committee Report including crew hours change and procedures for reporting absences.
101 Matt Matteson reported that crew wages be increased for 2010 at 2.5% or .43 per hour
102 for each of the crewmen. The winter hours were changed to 6:30 a.m. to 2:30 p.m. with
103 their paid lunch break being taken at 11:00 a.m. to 11:30 a.m. Crew will also be
104 required to call in sick or report days off from work (vacation or comp time) first to Matt
105 Matteson, then Jim Flory and finally to Cindy Skinner. Days off other than sick days
106 should be called in at least 48 hours before taking off. Crew to leave message on Matt
107 Matteson voicemail and continue calling until talking directly with any of the above
108 listed. Motion by Matt Matteson to approve the change in hours, the wage increases for
109 2010 and the chain of command to be called for sick days and vacation/comp days off,
110 second by Charlie LaHam. Motion carried by voice vote.

111 Backup driver for snowplowing to cover sickness or other reasons as needed. Board
112 members have lists of people contacting them for the position. Jim Flory suggested
113 advertising for applicants. Clerk to place ad.

114
115 Wage increases for Town Clerk and Town Treasurer beginning 1/1/10. Tim Oestreich
116 questioned why crew wage increase was April 1st and clerk and treasurer was January
117 1st. Clerk didn't know why crew was April 1st but stated that when hers and the
118 treasurer's positions were changed to appointed, the raises was started on January 1.
119 Discussion and board agreed to make the crew's wage increase effective 1/1/10.
120 Discussion regarding 3% increase for clerk and treasurer different from the crew.
121 Motion by Matt Matteson for 3% wage increase for clerk and treasurer beginning
122 1/1/10, second by Charlie LaHam. Motion carried by voice vote.

123
124 Oneida County Recycling Agreements – Amendment for 2009 only and Amendment and
125 renewal for five years of the Oneida County Responsible Unit for Recycling Agreement.
126 Discussion. Matt Matteson does not agree with the Amendment for 2009 only. Motion
127 by Matt Matteson to vote “no” on the Amendment for 2009, second by Tim Oestreich.
128 Motion carried by voice vote. Clerk to send letter to Oneida County Solid Waste
129 reporting the board's position. Motion by Matt Matteson to table the five year renewal
130 and amendments to the Oneida County Responsible Unit for Recycling Agreement,
131 second by Jim Flory. Motion carried by voice vote.

132
133 Preliminary 2010 budget, Library arbitration and cap set for crew Health
134 Reimbursement Accounts (HRA). Clerk highlighted areas of the budget. Health
135 insurance renewal date changed from April 1st to January 1st and will see approximately
136 9.7% increase. Explanation of cap for HRA for the crew. Motion by Charlie LaHam to
137 cap the HRA's at \$5,000 per crewman including carryover from previous year, second
138 by Matt Matteson. Motion carried by voice vote.

139
140 Resolution to balance accounts in the 2009 budget. Clerk read Resolution #2-2009.
141 Motion by Jim Flory to approve the resolution, second by Charlie LaHam. Motion
142 carried by voice vote.

143
144 Communications. Jim Flory received letter from City of Rhinelander requesting
145 donations for 4th of July fireworks. Clerk stated that towns are not supposed to donate
146 taxpayers money. Clerk to check further. Discussion with possibly having the electors
147 decide at either the November budget hearing or the April annual meeting.

148 Cindy Skinner received the new population for Pine Lake as of 1/1/09 at 2,878.
149 Oneida County Public Hearing set for November 4th for Amending the General
150 Standards for CUP Approval. Northern Waste's third quarter report of recycling
151 tonnage.

152 Judy Skinner had a request for a reduction in rental fees by a church group for
153 Wednesday evening use of about 1 ½ hours. Is currently renting hall every Sunday.
154 Board agreed that she could rent it for no fee with the party understanding that if the
155 town needs the hall for any purpose, the group cannot use it at that time.

156
157 Fire Department report. Brian Gehrig reported two fire calls and 10 EMS calls for
158 September. Over 200 calls already this year. New website should be up by mid-
159 November. Furnace from old shop was installed in Fire Station #2. Halloween Haunted
160 House set for younger kids will be held October 31st. Fire department acquired a house
161 for a training burn. Cindy Skinner added that she had met with the fire department
162 officer's as requested by the board to set up line item budget accounting.

163
164 Committee reports done with shop update and crew wage and policy changes.

165

166 County Supervisors. Matt Matteson reported on county board.

167

168 Approval of October, 2009, vouchers for payment. Clerk requested that approval be
169 given to pay a bill just received for the installation of the furnace at fire station #2.
170 Motion by Charlie LaHam to approve the October, 2009, vouchers for payment and
171 payment to 4 Seasons Heating and Cooling, second by Matt Matteson. Motion carried
172 by voice vote.

173

174 Next board meeting is set for November 18, 2009, at 6:30 p.m.

175

176 Motion by Charlie LaHam to adjourn, second by Jim Flory. Motion carried by voice
177 vote. Meeting adjourned at 8:50 p.m.

178

179

Submitted by
Cindy Skinner, Clerk

180

181

182

183

184

185

186

187

188

189