

1 **Proceedings of the Town of Pine Lake Board Meeting held on August 17, 2011, at 6:30**  
2 **P.M., in the Pine Lake Community Building, 4197 River Road, Fire Department Room**  
3 **# 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](http://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 Oestreich.  
13 Motion carried by voice vote.  
14

15 Motion by Matt Matteson to approve the minutes of the July 20, 2011, Town Board  
16 Meeting, second by Charlie LaHam. Motion carried by voice vote.  
17

18 Treasurer's Report by Judy Skinner. Book Balance - 6/30/2011 - \$582,238.36. Receipts -  
19 \$52,040.59. Disbursements - \$66,629.22. Book Balance - 7/31/2011 - \$567,649.73.  
20 Checking Account - \$17,744.93. Peoples State Bank Money Market - \$526,953.95. Mid-  
21 Wisconsin CD - \$22,950.85. Bank Balance - 7/31/2011 - \$567,649.73.  
22

23 Library Report by Ken Hardtke. Insulation of library scheduled. Approved purchase of six  
24 e-reader books for loaning out. 2012 budget reviewed and sent back to director for more  
25 clarification. August 23<sup>rd</sup> scheduled for special budget meeting at 3:15 p.m. along with  
26 patron policy. Financial reports approved with 57.4% spending - 58% of year elapsed.  
27 Director reported participating in hiring process for city administrator, working with school  
28 district libraries, staff training and setting up e-readers. Roofing bid with Kulp of Stratford  
29 approved, contract signed and work to begin late summer/early fall. Children's department  
30 continues with full slate of programs through summer. Worm race was shown on Early  
31 Today Show on NBC. Adult/youth programs continued as usual with short staff resulting  
32 in overtime costs. No township reports available. Total usage for full district was equal to  
33 2010 but below 2009. Next regular meeting will be September 13<sup>th</sup> at 3:15 p.m. Visitors  
34 always welcome.  
35

36 Citizens concerns. Residents from Clover Lane requested guidance from town board on  
37 how to deal with lack of cooperation from other landowners to help pay for maintenance  
38 and other issues on their road, which is private. Brian Gehrig explained county's view as to  
39 giving it a zero value for tax purposes. Jim Flory suggested that they seek legal counsel as  
40 the town board cannot do anything involving private property issues such as this.  
41

42 Bill and Laura Horack - Resurvey of Lot 1 Certified Survey Map No. 3458, Being Part of the  
43 SW ¼ of the NW ¼ and Part of the SE ¼ of the NW ¼, Section 11, Township 37 North,  
44 Range 9 East, to create Lot 3. Property Located 6297 Highway 17 North. Laura Horack  
45 pointed out to board that the address of property is actually 5094 Highway 17 North. The  
46 Plan Commission had approved the preliminary map at earlier meeting. Final Certified  
47 Survey Map to be approved by board. Motion by Charlie LaHam to approve, second by Matt  
48 Matteson. Motion carried by voice vote. Chairman and Clerk signed document and gave to  
49 the Horacks.  
50

51 Steve Waeckerle Representing Tim Waeckerle, Owner of PL 997, Located on Shady Lane,  
52 and Keith and Judith Carlson, Owners of PL 1030, 4148 Shady Lane, Presenting a Formal  
53 Petition for the Town of Pine Lake to Vacate a Portion of Shady Lane, a Platted Road, to  
54 Acquire a Triangle of Land Adjacent to their Properties. (Lots 1 and 2, Oneida County  
55 Certified Survey Map 3000, Section 25, Township 37 North, Range 9 East). Steve Waeckerle

56 unable to attend, but Keith and Judith Carlson were in attendance and presented a formal  
57 petition to vacate the abandoned/unused roadbed that is adjacent to and lying just to the  
58 west of parcels PL 997 and PL 1030. Petition was accepted by the board.  
59

60 Operator's License Applications for Donald L. Myers and Alison Brusco. Clerk reported that  
61 Donald Myers was licensed in the city of Rhinelander and background check had been  
62 cleared so a Provisional License had been issued. Alison Brusco is licensed by the Town of  
63 Pine Lake and she was renewing. Background check had been clear. Motion by Charlie  
64 LaHam to approve, second by Matt Matteson. Motion carried by voice vote.  
65

66 Recommendation from Plan Commission that Town of Pine Lake adopt overlay districts for  
67 Single Family Zoning within the town. Tim Oestreich explained the Plan Commission  
68 recommendation for an overlay district restricting manufactured homes from single family  
69 zoning. He stated that someone would be needed to enforce as county won't be doing that  
70 and there would costs for town to develop the ordinance. Approximately 42% of the town is  
71 zoned Single Family Residential. Discussion. Plan Commission will have to define what  
72 the overlay district will involve and how enforcement would be taken care of. Tabled until  
73 further notice.  
74

75 Constable duties. Brian Gehrig explained that the Ordinance Committee reviewed the  
76 duties in the current ordinance and the issues created. The new list defining active duty  
77 and list of duties of constable was discussed. Motion by Matt Matteson to accept Section 2  
78 Jurisdiction and Duties to amend the current Constable ordinance, second by Jim Flory.  
79 Motion carried by voice vote.  
80

81 Employee Grievance Procedure required by October 1, 2011. Board had copies of the  
82 examples and information from the Wisconsin Towns Association. Jim Flory volunteered to  
83 work with Charlie LaHam to formulate procedures.  
84

85 New sales tax collection regulation for community building rentals. Judy had registered the  
86 town with the state and packet received. Consensus that sales tax would come out of  
87 rental fee rather than charging an extra amount until end of 2011. Charges for rentals will  
88 be evaluated for the future.  
89

90 Proposal for standardizing the voting equipment for all towns within Oneida County. The  
91 county clerk had proposed that all of the towns currently using ES&S and the AutoMark  
92 ballot marking machine consider Command Central as new vendor. Cindy Skinner  
93 explained problems with ES&S as well as the higher costs they charge compared to  
94 Command Central. That company has proposed trading the Edge voting machine for the  
95 AutoMark at no charge to the town. Discussion. Motion by Brian Gehrig to go ahead with  
96 the standardization, second by Matt Matteson. Motion carried by voice vote.  
97

98 Constable Report. Tom Quandt reported on calls/complaints since last meeting. Mostly  
99 animal issues.  
100

101 Fire Department Report. Brian Gehrig reported that July had 20 fire calls and 16 EMS  
102 calls. The end of the month storm produced 12 calls within 4 hours due to downed trees  
103 and power lines.  
104

105 Communications. Cindy Skinner received and distributed the Equalized Property Values  
106 Report for this year. Pine Lake went up 4%. Shared with board an email from Joel Sigel  
107 regarding property assessment. Another email from Pat Grabner explaining the drop in  
108 assessment values for property on Silver Lake and then the reissuing of assessment notices  
109 revising those values to not as much of a decrease. LRIP packets are available and bridge  
110 aid notice from the county. Reminder that Open Book is tomorrow, August 18<sup>th</sup> from 2:00

111 to 6:00 and Board of Review is scheduled for September 15<sup>th</sup> beginning at 3:00.  
112 Registration for Wisconsin Towns Association Convention in October and to let clerk know  
113 who is going. Fall Budget Workshop with the WTA is scheduled for September 21<sup>st</sup> in  
114 Rhinelander and to let clerk know who is going. Clerk is attending the Wisconsin  
115 Municipal Clerk's Association Conference for one day next week in Wisconsin Dells on new  
116 elections laws and changes. Copy of county comprehensive plan received for anyone to  
117 look at on CD. Population estimates for 2011 are 2741.

118 Jim Flory met again with John Cirilli last Friday regarding the town shop roof and updated  
119 board. Cirilli asked clerk to contact the town's insurance carriers – the one while  
120 construction going on and the current carrier.

121

122 Committee Reports. Ordinance Committee met and Brian Gehrig said besides working on  
123 the Constable Duties list, they reviewed the dog ordinances, large crowd gathering  
124 ordinance and started of a fee schedule.

125 Highway Shop Committee met and Matt Matteson reported that they went over fall  
126 schedule and work schedule. John Stevens will be on vacation next week and Larry Fish  
127 will be working all week.

128

129 County Supervisor report. Three libraries from county – Rhinelander, Minocqua, Three  
130 Lakes – made short and excellent reports to the county board. County co-ordinator  
131 resigned. Resolutions were passed on redistricting and reducing the number of  
132 committees. Complaints received by Matt regarding County Highway W and humps at  
133 intersections will be taken care of as part of the shoulder work to be done.

134

135 Motion by Charlie LaHam to convene in Closed Session for the Purpose of Consideration of  
136 Compensation for Town Employees with Regards to Wisconsin Retirement System  
137 Employee Contributions per Wis. Stat. 19.85(1)(c), second by Matt Matteson. 8:50 p.m.  
138 Clerk excused herself to wait outside during session.

139

140 Board reconvened in open session at 9:25 p.m. Decision to increase wages of Cindy  
141 Skinner, John Stevens and Steve Biesik by 3% effective on start date of retirement  
142 contribution.

143

144 Motion by Matt Matteson to approve July, 2011, vouchers for payment, second by Brian  
145 Gehrig. Motion carried by voice vote.

146

147 Next board meeting set for September 21, 2011, at 6:30 p.m.

148

149 Motion by Matt Matteson to adjourn, second by Charlie LaHam. Motion carried by voice  
150 vote. Meeting adjourned at 9:30 p.m.

151

152

153

Submitted by  
Cindy Skinner, Clerk