

TOWN OF RUSSELL BOARD APPROVED MINUTES

Monday, November 4, 2024

Town of Russell Hall

Budget Meeting 6:30 p.m.

Budget meeting called to order at 6:30 p.m. by Chairperson Willeford, followed by the pledge of allegiance. Clerk confirmed agenda was posted.

Attendance:

Board Members present: Chairperson Willeford, Supervisor Ausloos, Supervisor Schmahl.

Others present: Treasurer Cobble, Clerk Mierzejewski, Julie Kraus, Bill Kraus, Pete Geyer.

Clerk presented the proposed 2025 budget and reviewed line items. Discussion held and questions answered. Schmahl moved to approve the budget as presented, seconded by Ausloos; motion carried.

Monthly Meeting

Willeford called monthly meeting to order at 7:00 p.m. Clerk confirmed agenda was posted. In attendance at this meeting were Gary Kraus and Howard Floeter from Cadre, as well as those listed above.

Approval of Meeting Minutes: October minutes were read. Ausloos motioned to approve the minutes as read, Schmahl seconded; motion carried.

Treasurer's Report: Cobble presented October report. Schmahl motioned to approve as read, Ausloos seconded; motion carried.

Monthly Bills: Clerk presented November bills. Ausloos motioned to approve monthly bills, Schmahl seconded; motion carried.

Public Comments: None.

Town Members/Special Topics:

- New Town Hall update: Gary Kraus and Howard Floeter presented updates on plans and walked through the steps in obtaining bids. Town needs to obtain a site survey, have a storm water evaluation/sanitary permit, land use permit to go forward. Floeter explained difference between having a general contractor versus a construction manager; he also has a specification book that has the bid forms in it. A newspaper notice for bids will need to be done. Bids can be broken down into 'packages' as follows:

1. Excavation/backfill/gravel
2. Concrete/rebar/anchor bolts
3. Lumber, plywood, headers
4. Drywall
5. Doors/hardware
6. Windows
7. Outside finishers
8. Floor covering
9. Well/septic

When reviewing the bids you need to have just cause to refuse a bid. Discussed construction loan, lien waiver. Plans do not need to be state certified since size is 19,000 cubic feet, which falls under size limit for state certified plans; town has option to submit plans to state if desired.

After discussion Schmahl motioned to have Town of Russell hire Gary Kraus and his company as construction manager for new town hall at a rate of \$65.00/hour, maximum 100 hours. If over 100 hours rate will need to be renegotiated. Ausloos seconded motion; motion carried.

- Tom Mueller dba Rustic Retreat Deer Park Cease/Desist/Zoning noncompliance: Mr. Mueller has sold his property in township. Town received check for \$4000.00 which was the amount the judge had docketed at February 2024 court case for violations.

Monthly Correspondence and/or email:

- Information on Special Resolution Process to Exceed Levy Limit received from WI Department of Revenue.
- WI DNR sent notice of 23 acres being withdrawn from Managed Forest Land by current owner.

Building Permit: Witkowski Inspection Agency sent permit application for J. Jensen to replace windows. Application reviewed by board.

Liquor/Operator Licenses: Jovan's requested approval of one operator's license. Board reviewed application. Schmahl moved to approve the application, seconded by Ausloos; motion carried. Jovan's has \$30.00 credit for operator licenses; \$15.00 will be put towards this license.

Recycling Center: Nothing to report.

Constable Report:

- Moving forward on ATV ordinance; looking for resources to assist with purchasing signage for ATV routes.
- Cobble stated no money was received from county for S. Lipps late dog license violation; Ausloos will check with DA. A. Borisenko late dog license violation has not been settled yet.

Town Roads: Nothing.

Other Town Business:

- ARIP: Schmahl sent bill to Town of New Holstein for half of the survey/scoping work that was done. Engineer contacted Schmahl indicating that municipalities receiving grants will be notified by end of December. Town would like to acknowledge Cookie Schnell for her assistance with grant; a gift card will be purchased.
- Schmahl gave update on what he learned at WTA State Convention.

Adjourn: Motion to adjourn made by Schmahl, seconded by Ausloos. Meeting adjourned 9:10 p.m.

Respectfully submitted,
Lynette Mierzejewski
Town of Russell clerk