

**Regular Monthly Board Meeting of the Town of Trade Lake**  
**11811 Town Hall Rd, Frederic, WI 54837**  
6/13/2024

Meeting called to order by Chairman Ramona Moody at 6:00 pm. There are 14 in attendance.

Board Members Present: Chairman Ramona Moody ☑ Supervisor Scott Doornink ☑ Supervisor Adam Lesak ☑

Others Present: Treasurer Patsy Tucker: Excused; Clerk Marjie Gravelle ☑ Hwy Maintenance Jeremy Scheider ☑

Pledge of Allegiance was recited.

**Affidavit of Posting:** Notices and agenda were posted according to §19.84 at the Trade Lake Store, Bass Lake Lumber, and the Town Hall on 6/6/2024 @ 8:30am, amended and reposted 6/10/2024 @ 12:30pm

**Approval of Agenda order:** Motion by Lesak to move Open and award bids for Assembly Road reconstruction project above Treasure's Report. Seconded by Doornink. Motion carried by voice vote.

**Approval of Minutes:** Motion by Lesak to approve the minutes of the 5/9/2024 monthly board meeting with no corrections or additions. Seconded by Doornink. Motion carried by voice vote.

**Open and award bids for Assembly Road reconstruction project:** Monarch Paving is in attendance; no other bidders. Monarch bid proposal is \$117,300.00 for length of the project of 5,153' x 22'-wide. Motion by Doornink to award the bid to Monarch for \$117,300.00 for the Assembly Road paving project. Seconded by Lesak. Motion carried by voice vote.

**Treasurer's report:** May Treasurer's report is postponed to the July meeting.

**Discussion on interest-bearing account options** from Annual meeting recommendation: Postponed to July meeting

**CAFO update:** Tyler Dix with the DNR stated they have dismissed Cumberland, LLC's application and they have had no communication from Cumberland since the dismissal.

**Burnett County District 5 Supervisor update:** Bruce Java mentioned the open house for the public safety facility is June 20<sup>th</sup> and on June 22<sup>nd</sup>. The public is welcome.

**Burnett County Comprehensive Plan update:** The Burnett County Land Use Committee met June 3<sup>rd</sup> and has scheduled a public hearing on the County's draft plan for July 23<sup>rd</sup> @ 9am@ the government center. Public is welcome to attend and give public comment.

**Town of Trade Lake Comprehensive Plan committee update:** The committee met on June 3<sup>rd</sup>. We have completed our review and approved a Resolution from the plan commission for the town board approve the draft plan.

**Town Comprehensive planning Commission Resolution 2024-01:** This resolution is required by statute for the planning commission to make the recommending the town board adopt the draft plan.

**Schedule Public hearing for Town of Trade Lake Comprehensive Plan:** The town board will need to hold a public hearing before we can adopt the draft plan. This public hearing needs a 30-day notice. This public hearing will be scheduled for the August 8<sup>th</sup> town board meeting.

**Town website update & Constant Contact:** Jay has the new website up and running. Jay did not realize that we had a notification system with Town Web where we could send out news, notices, and agenda/minute notifications. Jay does not offer this internally but has used a company called Constant Contact in the past. We would need to set up an account and Jay can link to it. It would approximately be an addition \$144/year. There was discussion to review in 1 year to see if they are meeting our needs. Motion by Doornink to approve Constant Contact account Seconded by Lesak. Motion carried by voice vote.

**Fire Reports: Frederic Fire:** Since November there have been 38 calls; 46 with lift assists. They are working on getting another portable radio. The radios cost about \$10,000. **Grantsburg Fire:** Next meeting is June 17<sup>th</sup> @ 6pm. We have received the Maintenance of Effort forms from both fire departments.

**Ambulance Report:** Next meeting July 24<sup>th</sup>.

**Burnett County Agricultural Society Fair Report:** The cattle barn has been repaired. The cost was \$25,500. The chicken and rabbit cages and bases have been replaced. The roof on the main fair building was replaced due to hail damage. This was paid by the insurance claim. The old concrete bleachers have been removed. DR Tech donated their time to put skids and supports under the metal frame bleachers to make them portable. They need to replace a couple culverts. Fair Board meetings are the 1<sup>st</sup> Thursday of each month at 6:30pm. Anyone is welcome to attend.

**Highway maintenance Report:** They have been very busy, including: hauling gravel for Assembly Road project, grading roads, mowing ditches, fixing equipment.

- a. **Posting of Pine Lake Road:** Motion by Doornink to post Pine Lake Road for 10-Ton gross weight. Seconded by Lesak. Motion carried by voice vote.
- b. **North Country Surveying** for research & survey work update: Doug sent the maps and a report to Burnett County Abstract. Once Burnett County Abstract completes their work Doug will be ready for a town board work session with the town attorney to discuss findings and possible options. When we get to this point no action will be taken at the work session as it is informational only. Any action taken will be at a regularly scheduled town board meeting.
- c. **Shop interior work** for insulating & finishing- quote approvals: Motion by Moody to approve Sam's Construction for up to \$4,000.00 of labor for insulating and finishing in the shop interior. Seconded by Doornink. Motion carried by voice vote.

Public comment: No public comment given.

**WTA Annual Convention:** Will be Oct 6-8 in Stevens Point. Let Marjie know if you're interested in attending.

**Bereavement gift/compensation to Patsy:** Motion by Lesak for a flower arrangement up to \$100.00 plus delivery fee and a gift of \$100.00. Seconded by Doornink. Motion carried by voice vote.

**Payment of Town Bills:** Motion by Lesak to pay town bills in the amount of \$27,416.34, 2nd by Doornink. Motion carried by voice vote.

**Motion to go into Closed Session** pursuant to WI Statutes 19.85(1)(c) for employee/appointment review: Motion to go into closed session at 6:43pm by Doornink. Seconded by Lesak. Roll Call vote: Doornink: Yes; Lesak: Yes; Moody: Yes

**Motion to Reconvene into Open Session:** Motion by Lesak to go into open session. Seconded by Doornink. Motion carried by voice vote at 7:34pm

**Any Action Deemed Necessary from Closed Session Discussion:** Motion by Doornink to give Greg Battisti a \$1.00/hour raise. Seconded by Lesak. Motion Carried by voice vote. Motion by Doornink to increase Marjie's wage an additional \$1,000/year. Seconded by Lesak. Motion carried by voice vote.

**Re-appointment and Oath of Office for Town Clerk:** The 3-year reappointment and Oath of Office was conducted for the Town Clerk.

**Deputy Treasurer position for training purposes:** Postponed to July.

**Agenda for next Monthly Board Meeting – July 11, 2024**

**Adjourn:** Motion by Lesak to adjourn @ 7:38pm, 2<sup>nd</sup> by Doornink. Motion carried by voice vote

Submitted by Marjie Gravelle, Clerk