

Town of Winchester
8522 Park Way, Larsen, WI 54947
Town Board
Minutes
December 18, 2017
7:00 p.m.

A. CALL TO ORDER

1. Pledge of Allegiance
2. Roll call

Present were Chairman Kriescher, Supervisor Joas, Treasurer Schwartzbauer, and Clerk Stevens. Supervisor Mathison was absent

Also present were 5 community members.

B. APPROVAL OF MINUTES

December 4, 2017 Town Board Meeting Minutes were presented by the clerk.

Supervisor Joas noted a spelling correction and two clarifications. The first being in regard to the County's role in the hot mix bid error, and the second being the clarification of the salary study referenced as being from the WMCA.

MOTION:

Supervisor Joas made a motion to approve the minutes as corrected/amended

Second by Chair Kriescher

Motion carried by 2-0.

C. PUBLIC COMMENT—NONE

D. OLD BUSINESS

1. Roads

- a) Open Projects review and Updates

Supervisor Joas stated he had submitted the Road Implementation Plan to the Winnebago County Highway Commissioner on December 6, 2017. He noted he had not heard back yet, but would follow up.

- b) Town Road Signs Report—Chair Kriescher / Hank Mitchell

Chair Kriescher stated he sent an email request to Hank Mitchell at Winnebago County but has not heard back yet.

E. NEW BUSINESS

1. Winnebago County Board Report— (First Town Board Meeting of each month)
Larry Kriescher, District Representative
2. Fire Protection—(First Town Board Meeting of each month)
3. Facility Maintenance—(Second Town Board Meeting of each month)

Scott Mathison stated he had contacted Ryf's for a quote to replace the furnace exhaust pipes but has not received a response. He noted he would call again.

Mr. Mathison also inquired if the Board would like him to have the annual maintenance performed on the furnace units. The Board directed him to do so.

Mr. Mathison also noted that the overhead doors in the station are in need of maintenance and service. The Board requested he get estimates for the needed work and provide them to the Board for review at the January 2, 2018 Town Board Meeting.

Chair Kriescher stated he had the Town Hall front door lock changed and keys had been distributed. Scott Mathison asked if the lock smith had replaced the east kitchen door lock on the pavilion, explaining that the lock has something jammed in it and it is not operational. Mr. Mathison also inquired about the center door in the Town Hall between the Station and the Town Hall, which was supposed to be replaced with a lock which requires keyed access from both sides. Chair Kriescher stated he would look into having those items serviced.

Clerk Stevens asked Mr. Mathison if the threaded tap on the well pressure tank had been replaced with a smooth end tap per the February, 2017 request made by the Winnebago County Health Department. She noted the department would be testing the water again in February, 2018. Mr. Mathison stated it had not been done, but that he would take care of it.

4. Plan Commission Report and Recommendations to the Town Board—(Second Town Board Meeting of each month)
The December 12, 2017 Plan Commission Meeting was cancelled. No report or recommendations.

5. AED Unit for Town Hall

Chief Forbes reported that the cost to add an AED to the Town Hall would be \$1,200 to \$1,800. He also reported that he did some research and found there is no requirement for a unit in the Town Hall. He stated it was his recommendation to the Town Board, considering the proximity to the Fire Station and First Responders, not to incur the cost to install a unit in the Town Hall.

The Board agreed. No action was taken.

6. Resolution 2017-10 A Resolution Creating a Statutorily Required List of Appointed Election Poll Workers

Clerk Stevens presented Resolution 2017-10 with a list of eligible Poll Workers for the Board's consideration.

Supervisor Joas noted the Statutory Requirement for the Resolution.

MOTION:

Supervisor Joas made a motion to approve Resolution 2017-10 A Resolution Creating a Statutorily Required List of Appointed Election Poll Workers and the list of Eligible Poll Workers as presented.

Second by Chair Kriescher

Motion carried by a vote of 2-0

F. CORRESPONDENCE

- Email and Letter Re: Winnebago County Farmland Preservation Plan Certification
- Winnebago Towns Association Unit 2018 Meeting Schedule
- Winnebago County TRIP Meeting Minutes from November 30, 2017
- Building Permit Report

Chair Kriescher noted the Wisconsin Towns Association Unit Meeting being hosted by Winchester on January 4, 2018 needs to be catered. The Board discussed options for catering. Chair Kriescher stated he would look into the cost from various places and would contact Supervisor Joas if he needed assistance.

G. APPROVAL OF DISBURSEMENTS

Clerk Stevens presented the accounts payable report.

MOTION:

Supervisor Joas made a motion to approve the disbursements as presented

Second by Chair Kriescher

Motion carried by a vote of 2-0

H. NEXT MEETING

The next regular Town Board meeting will be Tuesday, January 2, 2018 at 7:00 p.m.

Agenda items are to include Town Signage Evaluation/Recommendation, overhead doors service estimates, and any other business which may arise.

I. ADJOURNMENT

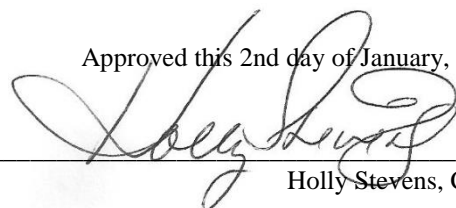
MOTION:

Supervisor Joas made a motion to adjourn at 7:21 p.m.

Second by Chair Kriescher

Motion carried by unanimous voice vote

Approved this 2nd day of January, 2018



Holly Stevens, Clerk