

**TOWN OF TROY
654 GLOVER ROAD**

REGULAR TOWN BOARD MEETING – March 8th, 2018

Chairperson, Dan Pearson convened the regular Town Board meeting on Thursday, March 8th, 2018 at 7:00 p.m. Supervisors Suzanne Van Mele and Jason Kjos were present. Supervisors Ray Knapp and Jan Cuccia were absent.

Staff present: Jill Berke and Ron Schock.

The following people signed the attendance sheet: No one. Others were present that did not sign the attendance sheet.

APPROVE MINUTES – The February 8th, 2018 Regular Town Board meeting minutes were distributed to the board.

S. Van Mele moved to approved the minutes of February 8th, 2018. Seconded by J. Kjos. Motion carried.

PUBLIC COMMENT – Jill Berke spoke and asked for support in the Spring Election for County Board Supervisor #9.

PARK BOARD REPORT – J. Berke provided the February Park Board report.

PARK RANGER, HUMANE OFFICER & SHERIFF REPORTS – Copies of the Park Ranger and Humane Officer reports were distributed and reviewed by the board. No Sheriff's report provided. Ron Schock reviewed the February park ranger activity.

ZONING ADMINISTRATOR REPORT – Cedar Corporation provided a written report.

DISCUSS AND CONSIDER 2018 ROAD PROJECT PLANS – The board discussed the proposed 2018 road project plans, which include portions of East Cove Road and Glenmont Road. Due to 2017 Glover Road project already coming in over budget and not being complete, there was discussion as to whether the Town should complete both 2018 projects as proposed or to complete one road project and perform the prep-work for the other. This item will be added to the April Town Board meeting agenda for further discussion.

DISCUSS AND CONSIDER RESOLUTIONS AUTHORIZING ADDITIONAL SIGNERS ON TOWN ACCOUNTS –

S. Van Mele moved to approve the Town of Troy Resolution 2018 – 01, Authorizing Withdrawal of Town Moneys with Citizens State Bank with the exception of changing the number of signatures required for Impact Fees to (2). Seconded by J. Kjos. Roll call vote taken: S. Van Mele – Yes; D. Pearson – Yes; and J. Kjos – Yes. Motion carried.

*TOWN OF TROY RESOLUTION 2018-01
RESOLUTION AUTHORIZING WTHDRAWAL OF TOWN MONEYS
Town of Troy
St. Croix County*

The Town Board of the Town of Troy (“Town”), St. Croix County, Wisconsin, by this resolution, adopted by a majority of the town board on a roll call vote with a quorum present and voting and proper notice having been given, resolves and orders as follows:

IT IS RESOLVED THAT Citizens State Bank (“Bank”) has been designated as a public depository by the Town, pursuant to Wisconsin Statutes; that the person(s) listed below are hereby authorized, for an on behalf of the Town, to sign order checks as provided in Section 66.0607(3), Wisconsin Statutes, for payment or withdrawal of money from said account(s) and to issue instructions regarding the same and to endorse for deposit, negotiation, collection or discount by Bank any and all checks, drafts, notes, bills, certificates of deposit or other instruments or orders for the payment of money owned or held by said Town; that the endorsement for deposit may be in writing, by stamp, or otherwise, with or without designation of signature of the agent so endorsing; and that any one of the persons holding the offices of the Town designated below is hereby authorized to make oral or written requests of the Bank for the transfer of funds or money between accounts maintained by the Town at the Bank.

The Town officials authorized to exercise the powers granted herein are the Chair, Vice-Chair, Clerk-Treasurer and Deputy Clerk-Treasurer. This authorization is for the Town officials described herein and not specifically to the individuals currently holding those positions.

This Resolution applies to the following accounts:

- 1. Account No. 201017079 – Parks Number of Signatures Required: 2*
- 2. Account No. 201017087 – Impact Fees Number of Signatures Required: 2*
- 3. Account No. 201017159 – General Checking Number of Signatures Required: 2*

The town clerk/treasurer shall properly post or publish this resolution as required under s. 60.80 Wis. stats.

J. Kjos moved to approve Resolution 2018-02, Authorizing Withdrawal of Town Moneys with regard to First American Bank as presented. Seconded by S. Van Mele. Roll call vote taken: S. Van Mele – Yes; D. Pearson – Yes; and J. Kjos – Yes. Motion carried.

*TOWN OF TROY RESOLUTION 2018-02
RESOLUTION AUTHORIZING WITHDRAWAL OF TOWN MONEYS
Town of Troy
St. Croix County*

The Town Board of the Town of Troy (“Town”), St. Croix County, Wisconsin, by this resolution, adopted by a majority of the town board on a roll call vote with a quorum present and voting and proper notice having been given, resolves and orders as follows:

IT IS RESOLVED THAT First American Bank (“Bank”) has been designated as a public depository by the Town, pursuant to Wisconsin Statutes; that the person(s) listed below are hereby authorized, for an on behalf of the Town, to sign order checks as provided in Section 66.0607(3), Wisconsin Statutes, for payment or withdrawal of money from said account(s) and to issue instructions regarding the same and to endorse for deposit, negotiation, collection or discount by Bank any and all checks, drafts, notes, bills, certificates of deposit or other instruments or orders for the payment of money owned or held by said Town; that the endorsement for deposit may be in writing, by stamp, or otherwise, with or without designation of signature of the agent so endorsing; and that any one of the persons holding the offices of the Town designated below is hereby authorized to make oral or written requests of the Bank for the transfer of funds or money between accounts maintained by the Town at the Bank.

The Town officials authorized to exercise the powers granted herein are the Chair, Vice-Chair, Clerk-Treasurer and Deputy Clerk-Treasurer. This authorization is for the Town officials described herein and not specifically to the individuals currently holding those positions.

This Resolution applies to the following accounts:

- 1. Account No. 131067 - CD Number of Signatures Required: N/A*
- 2. Account No. 1407317 - Farmland Preservation Number of Signatures Required: 1*

The town clerk/treasurer shall properly post or publish this resolution as required under s. 60.80 Wis. stats.

DISCUSS AND CONSIDER PROCESS TO FILL THE DEPUTY CLERK/TREASURER

POSITION – Clerk/Treasurer J. Clark requested to work with a member of the Town Board to review and prepare the job description for the Deputy Clerk/Treasurer and to assist on the interviewing process.

J. Kjos moved to approve the committee of D. Pearson and J. Clark to begin the search for an Administrative Clerk, Deputy Clerk/Treasurer. Seconded by D. Pearson. Motion carried.

MOBILE HOME COURT LICENSE – FOX COURT – J. Kjos moved to approve the mobile home court license for Fox Court from February 27, 2018 – February 27, 2019. Seconded by S. Van Mele. Motion carried.

PREPARE FOR APRIL ANNUAL MEETING AND ROAD TOUR – The Annual Meeting is April 17th at 7:00pm. A date for the road tour will be selected at a future date.

UTILITY PERMITS – No report provided.

BUILDING PERMITS –

<u>PERMIT #</u>	<u>APPLICANT</u>	<u>ADDRESS</u>	<u>PROJECT</u>
17-268	Brent Hilmanowske	585 Country Oaks Circle	Alteration
18-103	Creative Homes	363 Meadow Valley Trail	New Home
18-108	Precision Builders	426 Lost Rock Lane	New Home
18-109	Tyler Krisik	522 Olivia Court	New Home
18-110	Doug McMillan	272 Salishan Drive	Fireplace

DRIVEWAY PERMITS –

<u>PERMIT #</u>	<u>APPLICANT</u>	<u>ADDRESS</u>
18-102	Creative Homes	368 Meadow Valley Trail
18-104	Precision Builders	426 Lost Rock Lane
18-105	Tyler Krisik	522 Olivia Court

CLERK/TREASURER REPORT – Copies of the bank account reconciliations, impact fee summary, legal and engineering, and 2018 budget to actual summary reports were distributed and reviewed by the board. J. Clark reported on the upcoming April 3rd Election and absentee voting hours. New Town Board member terms will begin on April 17th.

APPROVE BILLS – S. Van Mele moved to accept the disbursements from February 9th, 2018 to March 8th, 2018 from Citizens State Bank for \$5,955,801.00. Seconded by J. Kjos. Roll call vote taken: S. Van Mele – Yes; D. Pearson – Yes; and J. Kjos – Yes. Motion carried.

J. Kjos moved to accept the disbursements from First National Bank for a total of \$442.68. Seconded by S. Van Mele. Roll call vote taken: S. Van Mele – Yes; D. Pearson – Yes; and J. Kjos – Yes. Motion carried.

CORRESPONDENCE – Correspondence was reviewed by the board.

COMMITTEE REPORTS – K. Larsen submitted his resignation from the Recycling Center. Applications will be accepted for a replacement. S. Van Mele reported on proposed amendment to the Parks and Citations Ordinances. She also reported on the status of the Fred C. and Katherine B. Anderson Grant Application. D. Pearson reported on a potential snow removal service for the Town Hall parking lot and sidewalks and Recycling Center.

ADJOURN - J. Kjos moved to adjourn. Seconded by S. Van Mele. Motion carried.

The meeting adjourned at 8:37 p.m.

These minutes were taken at a meeting of the Troy Town Board on the 8th day of March, 2018.

Jennifer Clark, Clerk/Treasurer

Daniel Pearson, Town Chairperson