

**TOWN OF TROY  
654 GLOVER ROAD  
HUDSON, WI 54016**

**REGULAR TOWN BOARD MEETING** -Thursday September 12, 2019 at the Troy Town Hall- 6:00 P.M.

Chair Dan Pearson called the meeting to order at 6:00 P.M. at the Troy Town Hall with Pledge of Allegiance. Supervisors Lowell Enerson, Jason Kjos, Cliff Jennings, and Jan Cuccia were all present.

Staff present: Kris Dressler & Rob Jones- both from Cedar Corporation; Gail Anderson

The following people signed the attendance sheet: Jill Berke, Kris Dressler, Brett Budrow, Doug Anderson, & Pam Ellingson, Others were also present.

**Public Comment;** Chairman Pearson opened Public Comment and Doug Anderson from 187 Townsvalley Road explained a concern with an issue that he has been having with the speed of water running down from the top of the hill through his property and proposed a cooperative effort to remedy the situation. Public Comment was closed at 6:15 P.M.

**Consent Agenda Items;** Jan Cuccia requested that the Zoning Administrator report be pulled to discuss. Lowell Enerson made a motion to approve the consent agenda items as listed with the exception of the Zoning Administrator Report. Jan Cuccia seconded it. Roll Call Vote take: L. Enerson- Yes, J. Kjos.- Yes, C. Jennings- Yes, D. Pearson- Yes, J. Cuccia- Yes. Motion carried. Zoning report was pulled and discussed.

- a. Regular Minutes & Closed Session Minutes both from August 8, 2019 Town Board and Minutes from Special Town Board Meeting August 15, 2019;
- b. Reports
  - i. Park Rangers
  - ii. Humane Office
  - iii. Sheriff's Department
  - iv. Park Board
  - v. Plan Commission- No Report
  - vi. Zoning Administrator
  - vii. Building/Driveway Permits
- c. Operator's License Applications

<u>PERMIT #</u>	<u>APPLICANT</u>		<u>ADDRESS</u>	<u>PROJECT</u>
19-159	Lawrence York	326	St. Anne's Parkway	HVAC-AC
19-185	Patricia Purfeerst	864	Coulee Trail	Alteration-
19-191	Roger Hartwich	688	Glover Road	Windows
19-192	Creative Homes	292	St. Andrew's Drive	Addition/Alteration
	Shelby			New Home
19-194	Myszewski	383	Mitchell Road	New Home
19-195	Philip Schweitzer	611	Oakley Circle	Addition
19-196	Tony Hetchler	5	County Road U	Raze-Home
19-197	Pam Ellingson	383	North Glover Road	Addition-Porch
19-198	Matt Walker	259	Walnut Hill Way	Alteration
19-200	Patrick Vogler	290	St. Andrew's Drive	Deck
19-201	Mark Manninen	212	Plainview Drive	Pool
19-202	Tim Schwartz	324	South Cove Road	Storage Shed
19-203	Mark Krinke	508	Little Orchard Road	Alteration
			West Woodridge	
19-204	Chet Marlow	84	Drive	Alteration
19-205	Bruce Kondro	322	Lindsay Road	Deck
19-206	Todd Erickson	476	East Cove Road	Alteration
19-207	Tania Krager	537	Marson Drive	HVAC-AC

19-208	Sarah McKenzie	438	North Glover Road West Woodridge	Addition-Porch
19-209	Josh Zepczyk	77	Drive	Deck
19-231	William Peterson	464	Meadow Ridge Trail	New Home

## **DRIVEWAY PERMITS:**

19-112	Creative Homes Shelby	292	St. Andrew's Drive
19-113	Myszewski	383	Mitchell Road
19-114	William Peterson	464	Meadow Ridge Trail

**Groundwater Project Information;** Brett Budrow from Community Development of St. Croix County distributed handouts regarding the Town Groundwater Outreach Program which includes periodic free Nitrate Screening Clinics. The St. Croix County Community Development Department is also expanding its Citizen Groundwater Monitoring Program by providing an opportunity for volunteers to be involved in a five year study.

**Glover Park Building Project Update;** Kris Dressler from Cedar Corp. provided a brief overview of status of the work completed at the Glover Park Multipurpose Building Project to date and upcoming work.

**Discuss and possible action on Request for Payments for Glover Park Multipurpose Building;** J. Cuccia made a motion to approve Pay Request #1 for Glover Park Multipurpose Building Project of \$ 45,861.25 and Pay Request #2 for \$ 88,214.15 to Derrick Building Solutions. L. Enerson seconded it. Roll Call Vote taken: L. Enerson- Yes, J. Kjos- Yes, C. Jennings- Yes, D. Pearson- Yes, J. Cuccia- Yes; Motion carried.

**Discuss and possible action regarding estimated cost changes for Glover Park Multipurpose Building;** Kris Dressler from Cedar Corp. presented a summary of the Glover Park Multipurpose Building from bidding to date. Additional costs exceeded the original contingency amount that was agreed upon at the Special Town Board meeting of August 15<sup>th</sup>. J. Cuccia summarized the sub-committee recommendations of including all of the additions proposed with the exception of the cabinetry and shelving. Further discussion was held on the pros and cons of adding the cabinetry back in to project costs. C. Jennings made a motion to approve the total budget amount for addition of roofing, paving of trails and court, door hardware, joint treatments, & stoop in the amount of \$ 416,000.00 which includes a contingency of \$ 9447.62 for consideration of possible future change orders, assuming Cedar Corp. will go back and correct books (C/O #2) to represent the changes needed. J. Kjos seconded it. Roll Call Vote taken: L. Enerson- Yes, J. Kjos- Yes, C. Jennings- Yes, D. Pearson- Yes, J. Cuccia- Yes; Motion carried.

**Discuss and consider awarding Glover Park Trail Development Project;** Rob Jones from Cedar Corp. presented document on Glover Park Trail Development along with bid information summary of six bids received at bid opening earlier that day for the Eagle Pass and Eagle Trail Maintenance Project. Rob Jones noted that the Trail Maintenance Grant is good for up to 50% of total cost of the project and that the bid is a unit price bid. Once bid is awarded, a walk through with Park Board members and Construction Company would occur to mark only necessary trees that would need to be cut for construction access. Cedar Corp. recommended taking the low bid from BS Construction out of Elmwood, WI. J. Kjos made a motion to approve lowest bid from BS Construction of \$ 61,580.00. J. Cuccia seconded it. Roll Call Vote taken: L. Enerson- Yes, J. Kjos- Yes, C. Jennings- Yes, D. Pearson- Yes, J. Cuccia- Yes; Motion carried.

**Discuss and consider Transportation Plan;** Robert Jones from Cedar Corp. presented an update of the 2019 Transportation Plan and spoke about the State's new one-time funding for town transportation project called Multimodal Local Supplement (MLS), also known as 90-10 program because the State will pay up to 90% of the costs of a project. Rob Jones plans on attending a webinar through WTA to find out more information about the program. Deadline to apply is December 6, 2019. R. Jones urged the board to think about what road corridors would benefit the economic development health of Troy Township.

**Discuss and consider Animal Humane Officer Contract;** Letter was reviewed announcing Kathi Pelnar's (our current Animal Control Officer) retirement at the end of this year. Chairman D. Pearson suggested that a sub-committee be formed to review options and bring back a recommendation to the Town Board. Lowell Enerson & Jan Cuccia volunteered to be the sub-committee. It was suggested to look at what neighboring municipalities are currently doing and how it may effect location of animal humane drop off.

**Discuss and consider 2020 Budget Timeline & form Sub-Committee;** Proposed Budget Timeline was reviewed and discussed. The original proposed date of Thursday October 3<sup>rd</sup> didn't work for the Town Board Working Budget meeting so it was scheduled for Wed. October 9<sup>th</sup> at 1:00 P.M. Chairman D. Pearson asked for volunteers to assist with compensation review of staff for budgeting purposes and Lowell Enerson volunteered to form sub-committee with Dan Pearson. The budget hearing & special meetings will be held the same day prior to the regular town board meeting on Thursday November 14, 2019.

**Discuss and consider Debt Collection Options;** A spreadsheet of outstanding fire call invoices was handed out and current procedure of collecting fire call invoices was reviewed, as well as other outstanding debt, such as professional fees, etc. It would be helpful to get a few years history of fire expense costs to review. It was proposed by Clerk/Treasurer to implement two State Department of Revenue Debt Collection Programs: State Debt Collection Initiative and Tax Refund Interception Program that are free to sign up for and take a smaller percentage (only up to 15%) compared to 35% by collection agency currently being used. C. Jennings made a motion to approve signing up for the Tax Refund Interception Program and State Debt Collection Initiative to collect outstanding debts. L. Enerson seconded it. All in favor, Motion carried.

**Discuss and consider timeline of hiring Deputy Clerk/Treasurer Position;** Current Deputy Clerk/Treasurer Nancy Korson turned in her letter of resignation with last day of employment being November 27, 2019. Current job description was presented and reviewed and timeline for job search was discussed. A sub-committee comprised of Dan Pearson, Lowell Enerson, Gail Anderson, & Nancy Korson was formed to review applicants and set up interviews. It is advised to get job ad out on the website and posted in paper and selected websites as soon as possible.

**Clerk/Treasurer Report;** Financial reports were presented and discussed. EMS- Ambulance Service Contract with Lakeview Hospital was signed & started September 9 2019. Our fire/alarm system was tested and an updated Security System Information sheet was handed out. Town of Troy will need to update Quick Books Accounting program from version 2017 to 2020, so Clerk proposed checking into cost for upgrading and adding an additional license and will present at next meeting.

**Approve Disbursements;** J. Kjos made a motion to approve disbursements for August 9 – September 16, 2019 for a total of \$ 509,143.13; Lowell Enerson seconded it. Roll Call Vote taken: L. Enerson- Yes, J. Kjos- Yes; C. Jennings- Yes, D. Pearson- Yes, J. Cuccia- Yes. Motion carried.

**Correspondence;** Various correspondence was discussed.

**Committee reports;** Jason Kjos noted that the Recycling Center is in need of some additional lighting for on the face of the old shop and an additional post/yard light in back corner to be quoted. Cliff Jennings mentioned the TDR Ad-hoc committee will be meeting 9/17/19 and will be attending Hudson Fire Meeting via conference call 9/26/19. Dan Pearson noted that he attended a deposition for Wernlund Case on 9/11/19.

**Adjourn;** Cliff Jennings made a motion to adjourn meeting. Seconded it by Jason Kjos. All in favor.

The meeting adjourned at 9:55 P.M.

These minutes were taken at a meeting of the Town of Troy Board on the 12<sup>th</sup> of September, 2019.

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Gail E. Anderson, Clerk/Treasurer

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Daniel Pearson, Town Chairperson