

## REGULAR TOWN BOARD MEETING, February 21, 2018

The regular meeting of the Town Board of the Town of St. Croix Falls was called to order by Chairman Frank Behning at 6:00 p.m. on Wednesday, February 21, 2018, at the Town Hall. Proper notice was given as the agenda was posted at the town hall and on the town's website on February 16, 2018. The Pledge of Allegiance was said. Present by roll call were Chairman Frank Behning, supervisors Katie Appel, Mike Dorsey, Sharon Kelly and Gary Koecher. Also present were town treasurer Maxine Spiess, town clerk Janet Krueger, zoning administrator James Alt, public works employee Steve Jacobs and legal counsel Gary Bakke. Others in attendance were Scott Schiefelbein and Steve Palmer. Kelly/Koecher **moved** to approve the agenda; **motion carried**. Koecher/Dorsey **moved** to approve the minutes as printed for the January 17, 2018, regular town board meeting and the January 25, 2018, special town board meeting; **motion carried**.

Public comment: Mr. Palmer stated he is not against business or signs but asks that the Town keep a level playing field when addressing New Business Item 7, D – discussion and decision on sign enforcement on US Highway 8.

Committee, Commission and Employee Reports: Ms Spiess gave the treasurer's report. Receipts for the period ending January 31, 2018, amounted to \$836,635.15; cash balance on January 31, 2018, was \$1,230,868.19. Ms. Spiess stated collection of the first installment of real estate taxes is complete and turned over to the county and three personal property bills remain outstanding. Appel/Kelly **moved** to receive the treasurer's report; **motion carried**. Mr. Jacobs gave the highway report. Mr. Jacobs stated this month has consisted of snow plowing and vehicle repair and maintenance. Mr. Jacobs stated a fire was started in the brush pile at the end of 170<sup>th</sup> Avenue; the remaining unburned brush will need to be pushed together and burned. Ms. Krueger presented the clerk's report. Kelly/Koecher **moved** to approve payment of vouchers 18-026 through 18-059 amounting to \$838,376.92; **motion carried** on a unanimous roll-call vote, 5-0. The 2018 year-to-date budget summaries were reviewed. Mr. Alt presented the zoning administrator's report and stated no land use permits have been issued yet this year; a special exception application has been received and is scheduled for the March plan commission meeting; and a subcommittee is working on revising zoning applications which will be reviewed by the plan commission. There was no building inspection report or supervisor and chairman reports.

New Business: Scott Schiefelbein presented his building inspection services to the Town Board. Supervisor Dorsey stated that the representative from Lakeland Communications was unable to attend tonight's meeting but stated he would like the Town to consider adopting a "Broadband Forward, Community Ordinance". Engineering plans were received on Tuesday, February 20th for 170<sup>th</sup> Avenue. Town Board members would like more time to review the plans and this item will be placed on the March meeting agenda. Chairman Behning read a letter received from Mr. Palmer regarding two abandoned signs located at 1982 and 1984 US Highway 8 that he would like to see Town enforcement on. Discussion was had and the zoning administrator was asked to take action with a letter to the property owner. Discussion was had on supervisor emails and the length of time emails are required to be kept. The 2017 Financial Statement was reviewed. Kelly/Koecher **moved** to accept the 2017 Financial Statement; **motion carried**.

### 2017 Financial Statement

#### BALANCE ON HAND JANUARY 1, 2017

General & Interest-Bearing Checking Accounts	\$655,479.58	
Certificates of Deposits (Highway Equipment)	\$125,919.71	
TOTAL CASH AND INVESTMENTS JANUARY 1, 2017		\$781,399.29

## 2017 REVENUES

#### TAXES:

2016 Tax Collections from Tax Payers (Dec 2016 & January 2017)	\$1,605,161.39
Lottery Credit on Tax Roll	\$5,379.91

Tax Roll Settlement from County (August 2017)	\$156,632.40	
Annexed Property	\$0.00	
Managed Forest Land Tax	\$874.72	
Delinquent Taxes collected	\$840.75	
Sales Tax Collection	\$7.16	
Dog License Collection for 2017	\$588.00	\$1,769,484.33
2017 Tax Collections (Collected before December 31, 2017)	\$872,835.13	\$872,835.13
<b>INTERGOVERNMENTAL REVENUES:</b>		
State Share Revenues	\$14,997.26	
Fire Insurance Dues	\$4,869.72	
Computer Tax Credit	\$162.00	
State General Transportation	\$89,797.56	
TRIP	\$25,797.95	
Payment for Municipal Services	\$0.00	
Payment in Lieu of Taxes on DNR Lands	\$670.91	
State Forest Cropland Aid (Town Share \$1,030.70)	\$1,288.38	
Severance/Yeild/Withdrawal MFL Taxes	\$0.00	
Highway & Bridges County Grant	\$0.00	
Payment in Lieu of Taxes on National Park Services Lands	\$0.00	
Deer Lake Grants	\$0.00	\$137,583.78
<b>LICENSES AND PERMITS:</b>		
Liquor & Beer Licenses	\$1,916.66	
Bartender Licenses	\$295.00	
Cigarette & Tobacco Licenses	\$20.00	
Business Operational Licenses (Flea Market, Temporary Vendor)	\$270.00	
Dog Licenses Town Share for Animal Control	\$322.00	
Building Land Use Permits and Inspection Fees	\$800.00	
Zoning Permits and Hearing Fees	\$4,950.00	
Driveway, Utility & Sign Permits	\$550.00	\$9,123.66
<b>FINES, FORFEITS, AND PENALTIES:</b>		
Ordinance Violations (late fee for dog licenses)	\$120.00	
Judgments and Damages	\$0.00	
Road Damage	\$0.00	\$120.00
<b>PUBLIC CHARGES FOR SERVICES:</b>		
Tax-Exempt Reports	\$0.00	
Ordinance Sales, Publication Fees, Copies, Other	\$88.00	
Fire Signs	\$125.00	
Highway Sales	\$80.00	
Park Dedication Fee	\$700.00	\$993.00
<b>INTERGOVERNMENTAL CHARGES FOR SERVICES:</b>		
Highway Services & Materials (170th Avenue)	\$0.00	\$0.00
<b>MISCELLANEOUS REVENUES:</b>		
Interest on Checking and Savings Accounts	\$1,516.68	
Rent	\$105.00	
Scrap metal	\$42.00	
Miscellaneous (Co-op div., Insurance Refund; Election Recall Reimbursement; Realestate Tax Overpayments)	\$2,519.79	
Charge Back-Delinquent PP Taxes S. 74.42	\$0.00	
Reimbursement for expenses on Deer Lake Boat Access	\$5,490.22	\$9,673.69
<b>TOTAL 2017 REVENUES:</b>		<u>\$2,799,813.59</u>
<b>TOTAL MONIES AVAILABLE</b>		<u><u>\$3,581,212.88</u></u>

# 2017 EXPENDITURES

## GENERAL GOVERNMENT:

### Town Board:

Salaries, FICA	\$29,065.68	
Board Expenses, Mileage, Phone	\$175.00	
Association Dues	\$856.56	
Printing, Publication, Notices	\$249.58	\$30,346.82

Legal: Attorney Fees	\$26,400.00	\$26,400.00
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### General Administration:

Clerk Salary, FICA	\$27,226.89	
Supplies, Mileage, Expenses	\$422.51	
Election Salaries	\$1,372.50	
Election Expense	\$2,092.19	\$31,114.09

### Financial Administration:

Treasurer Salary, FICA	\$6,459.00	
Board of Review Salary, FICA	\$17.22	
Assessment Expense	\$7,000.00	
Supplies, Postage, Expenses	\$1,394.39	\$14,870.61

### Town Hall Operations:

Salary, FICA	\$0.00	
Hall Expenses and Maintenance	\$5,193.29	\$5,193.29

### Other General Government:

Illegal Taxes	\$0.00	
Highway Insurance	\$6,015.00	
Other Insurance	\$3,592.00	
Other General Government (office supplies, postage, website)	\$1,726.70	\$11,333.70

### Total General Government

\$119,258.51

## PUBLIC SAFETY:

Law Enforcement Expense	\$0.00	
Fire Contracts, Fire Insurance Dues	\$57,869.72	
Fire Signs	\$70.12	
Ambulance Contracts	\$11,620.00	
Building Inspection	\$0.00	\$69,559.84

## PUBLIC WORKS (Highway Operations):

Wages, FICA, Fringes	\$58,083.71	
Machine Hire	\$0.00	
Equipment Rental	\$50.00	
Planning, Engineering, Construction Work & Material, Signage	\$7,204.16	
Road Maintenance (blacktopping, sealing, gravel, etc.)	\$172,920.18	
Winter Road Maintenance	\$15,926.06	
Equipment Purchases	\$2,087.61	
Equipment Costs (maintenance, repairs, & operations)	\$17,779.42	
Shop Supplies	\$1,582.74	
Building Maintenance & Operation	\$6,853.22	
Employee Costs (phone, mileage, training, drug testing)	\$1,211.05	
Miscellaneous (tire disposal)	\$26.50	
Notice Publishing	\$104.48	
Purchase for resale	\$0.00	\$283,829.13
Highway Outlay	\$0.00	\$0.00

**HEALTH AND HUMAN SERVICES:**

St. Croix Town/Village Cemetery	\$2,400.00	
Dog Control	\$745.58	
Gopher Bounty	\$1,064.25	\$4,209.83

**CULTURE RECREATION AND EDUCATION:**

Deer Lake Access	\$837.20	
Deer Lake Clean Boats Clean Waters Payroll	\$4,297.73	\$5,134.93
Computer Outlay	\$0.00	\$0.00

**CONSERVATION DEVELOPMENT:**

Wages, FICA	\$28,573.00	
Planning	\$1,027.79	
Zoning	\$104.63	
Comprehensive Planning	\$0.00	\$29,705.42

**DEBT SERVICE:**

Principal	\$0.00	
Interest & fiscal charges	\$0.00	\$0.00

**MISCELLANEOUS:**

Refund on overpayment of taxes	\$2,743.91	\$2,743.91
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**TOTAL TOWN OPERATIONS 2017:**\$514,441.57**AGENCY ACCOUNT Tax Settlements:**

Tax Collections Dec 2016	\$478,320.04	
State & Polk County Property Taxes, MFL Taxes, Lottery Credit	\$485,915.19	
Unity School District Taxes, Lottery Credit	\$122,312.28	
St. Croix Falls School District Taxes, Lottery Credit	\$742,443.04	
St. Croix Falls Town Sanitary District No. 1 Taxes, Lottery Credit	\$0.00	
Wisconsin Indianhead Technical College Taxes, Lottery Credit	\$33,027.11	
Sales Tax (rec'd in 2016 pd to State in 2017)	\$0.00	
Dog License Paid to County	\$588.00	
Forest Cropland Aid Paid to County	\$257.68	\$1,862,863.34

**TOTAL DISBURSEMENTS:**\$2,377,304.91**CASH BALANCE AND INVESTMENTS ON HAND DECEMBER 31, 2017**

General & Interest-Bearing Checking Accounts	\$1,076,820.73	
Includes: \$1,468.17 Deer Lake		
Grant Money	\$177.00	Election Accessibility Grant
	\$3,850.00	Park Land Dedication
	\$872,835.13	Taxes Collected for 2016 payable 2017 Put into 2017 Budget
	\$137,000.00	
Available Cash: \$62,958.60		
Certificates of Deposits (Hwy Equipment)	\$127,087.24	\$1,203,907.97

**TOTAL MONIES DISBURSED AND ENDING BALANCE:**\$3,581,212.88**TOTAL TOWN INDEBTNESS, December 31, 2017****(\$0.00)**

Appel/Dorsey **moved** to approve lawn care maintenance of lawn cutting, trimming and blowing off at a rate of sixty-five dollars (\$65.00) per service; **motion carried** on a unanimous roll-call vote, 5-0. Apple/Kelly **moved** to adopt Resolution 18-02 approving an additional 2017-2018 Operator License; **motion carried** on a unanimous roll-call vote, 5-0.

A RESOLUTION APPROVING ADDITIONAL OPERATOR'S LICENSE  
FOR THE YEAR ENDING JUNE 30, 2018

WHEREAS the individual listed below has made application to the Town Clerk requesting a operator licenses pursuant to Sections 125.32(2) and 125.68(2) of the Wisconsin Statutes for the year ending June 30, 2018, and

WHEREAS the application appears to be complete and the required fee has been paid;

THEREFORE BE IT RESOLVED that the Town Board of the Town of St. Croix Falls does approve and grant an operator's license to:

Falck, Korrin Elizabeth 2265A 80<sup>th</sup> Street, Luck, WI 54853, 2018-66

BE IT FURTHER RESOLVED that the Town Clerk be authorized to issue the licenses as the case may be.

Upcoming workshops were reviewed; board members will contact the town clerk if they plan on attending one.

Closing public comment: Mr. Palmer thanked the Board for their consideration and stated there is a difference between permitted legal nonconforming signs and illegal signs.

Future Agenda Items: Review 170<sup>th</sup> Avenue engineering; discussion on building inspection services; review Broadband Forward, Community Ordinance; review amendments to the sign regulations and review a list of existing signs; and potential special exception.

The next scheduled town board meeting is March 21, 2018. There being no further business, Kelly/Dorsey **moved** to adjourn; **motion carried** and the meeting adjourned at 8:37 p.m.

Minutes prepared by Janet Krueger, Town Clerk