

TOWN OF CUTLER MONTHLY BOARD MEETING
Monday September 14, 2020
CUTLER TOWN HALL N10846 2nd Ave; Camp Douglas, WI

Town Board Members in attendance: Martin Potter (Chairman), Bobbie Georgeson (Clerk), Curt Jorgensen (Supervisor), James Hayward Sr. (Supervisor), and Terry Dawn Hayward (Treasurer). Robert Fink, Jim and Scott Brown, Crystal Swenson, Greg Johnson, and Chief Scott Fisher were also in attendance. Martin called the Monthly meeting to order at 6:30 p.m.

Minutes: Curt Jorgensen made a motion to accept the Monthly Board Meeting Minutes and the 28 Aug 2020 Special Meeting Minutes, Jim Hayward seconded, motion carried.

Treasurer's Report Terry gave the July Financial Report. Curt made a motion to accept the report, Jim seconded, motion carried.

- Terry reported 2 delinquent taxes are remaining.
- Terry received one delinquent personal property payment (\$40.15) back from our financial institution, due to insufficient funds. An additional \$10 fee has been charged to the town. She has followed up.

Clerk's Report Bobbie K reported correspondence received during the month.

- Partisan Primary Election had 77 voters, of the eligible 207, for Cutler. 11 of the 17 absentee ballots were returned. 33 requests have been made for the General Election in November, so far. 1 Sept 2020, WEC mailed approximately 2.6 million informational packets, containing voter informational mailer, absentee application and a pre-addressed, business reply return envelope to the WEC (no postage to voter). I've had many questions, incomplete requests, as well as duplicate requests come in. After consulting WEC, I am responding to each one, educating them as to what more needs to be done before request will be granted.
- Demographic Services Center's preliminary estimate of the January 1, 2020 population for the Town of Cutler is 329. This is an increase of 1, since January 1, 2019.
- WTA has made the decision to cancel the "in-person" portion of both the Fall Workshops and Annual Convention. They will be providing the entirety of Fall Workshops and all of the Annual Convention breakout sessions via distance learning. WTA August magazine had more information.
- WI DOR sent Notice of Personal Property Aid 2021 Estimate-\$26.84, expected 3 May 2021.
- WI DOR sent Equalized Valuation on August 15. Cutler has -3.21% net change in value, -6.9% of county equalized value.
- WI DOR sent Notice of Shared Revenue 2020 Revised Estimate and 2021 Original Estimates.
- Town of Lisbon conducted wage survey for Road Patrolman. Results available upon request (filed: miscellaneous correspondence).
- WI Elections Commission sent information concerning the "Election Security Subgrant Program for Municipalities". After reviewing the documentation, we are not interested in the program.
- DNR sent notice requesting MFL listing be reviewed, any comments should be submitted by 20 Sep 2020.
- Chief Scott Fisher, Martin Potter, and Bobbie Georgeson met to update Emergency Operations Plan. Copy of accepted updated plan must be sent to Gervase Thompson, Cutler Fire Dept, and a copy kept in Town office. Scott has the plan ready for review, tabled until October meeting, allowing Bobbie time to proof.
- Juneau county Public Works requested our culvert aid estimate for 2021, they have begun their budget process. Martin responded directly to Travis Schultz with our requests.
- Juneau County Public Works sent notice for CRAM meeting, 22SEP2020 at 9 a.m.
- BCPL sent confirmation of additional payment and new amortization schedule for our bridge loan.
- Miscellaneous magazines and local newsletters received.

Communications to the Board:

- WI SLR sent materials, again. Martin is verifying they received his previously submitted information.
- Bill Stock is the new President for the HOA Cranberry Creek subdivision. His contact number is (414)690-6801
- Martin gave the CDR update, from the last monthly meeting. Next meeting is 30 Sept 2020, via zoom.

Town Permit Application determinations

- Curt made a motion to accept Kenny Jessen's application for driveway permit, Jim seconded, motion carried. Note was made that NO heavy equipment be on the road before frost is in place. Bobbie notified Kenny.
- Curt made a motion to accept Robert Hayward's Building Use Permit, for roof extension, Jim seconded, motion carried. Bobbie notified Robert and GEC.
- Curt made a motion to accept Greg & Toni Johnson's Building Use Permit, for residence, Jim seconded, motion carried. Bobbie notified Lynn Builder's, Johnson's, and GEC.
- Jeremy (GEC) contacted us wondering if the town regulates commercial projects? At this time, the town does not. However, it will be addressed in the future. Not realized it was previously missed.
- GEC Monthly Permit spreadsheet received, along with notice that within the next few months, these reports will be transitioning to electronic updates.

Unfinished Business

- 2nd Ave Bridge Working Group- County is expecting to complete repairs within the next few weeks, weather permitting.
- TRIP program –
 - i. 23rd St project work not scheduled, due to washout (several tri-axle loads of material was required), repair. Travis (JC Hwy) is asking for LTRIP extension. Scott Const. won't guarantee work, if laid on new repair.
 - ii. 6th Ave & 28th St project bid was reviewed. Jim made a motion to accept the \$54,571.95 Gerke bid, plus have Gerke do the 2 small culverts option and county do the large culvert, if the county will do it for a reasonable cost. Curt seconded, motion carried. Martin signed the Gerke contract (sent back) and is verifying with Travis.

Highway Maintenance

- Jim Brown turned in list of picked up tires, and other trash, around the town roads.
- Mowing and grading completed, per current contract.
- Installed culvert on 22nd St. today. Planning on replacing the two culverts on 5th Ave soon.
- Road report (daily log) was submitted by Highway Maintenance (Jim & Scott Brown).

New Business

- review/update road maintenance contract. Changes to be made and be prepared for next month. Item to be placed on the Oct Agenda.
- Budget Workshop date set Monday, 19 Oct. 2020 @ 6:00 p.m.

Payment of Vouchers Various bills were presented, reviewed by the board and approved for payment.

Public Comment none at this time

Next Monthly Meeting Monday, October 12, 2020 at 6:30 p.m.

Curt made a motion to adjourn, Jim seconded, motion carried.

Meeting Adjourned at 8:15 pm
Bobbie K Georgeson, Clerk