

TOWN OF CUTLER MONTHLY BOARD MEETING  
Monday January 10, 2022  
CUTLER TOWN HALL N10846 2<sup>nd</sup> Ave; Camp Douglas, WI

Town Board Members in attendance: Bobbie Georgeson (Clerk), Curt Jorgensen (Supervisor), Jim Hayward (Supervisor), and Terry Hayward (Treasurer). Ed Kaelin (Castle Rock Family ATV Club President), Jeff Messner (Bear Bluff ATV Club President), Jerry Bowen (Bear Bluff club member), and Bob Fink was also in attendance. Jim called the monthly meeting to order at 6:30 p.m.

**Minutes:** Curt made a motion to accept the Monthly Board Meeting Minutes, Jim seconded, motion carried.

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

- Terry collected taxes in December, totaling \$ 304,780.34, January settlement checks prepared for payment tonight totaling \$ 250,013.54, to county, school districts, and Western.
- OCU notified that CD #2 is set to auto renew (full amount) on 18JAN2022. Jim made a motion to add \$5000 to the existing \$17,624.82 before renewing, Curt seconded, motion carried. Terry will take care of paperwork and notify Martin and Bobbie when they will need to sign new documents.

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

- Election Services Agreement between Juneau County and Town of Cutler has been signed and returned to county, keeping the county as our relier for FY22 and thereafter. 15 February is Spring Primary, currently have Clara Krause as the Chief Inspector, Cheryl Georgeson and Ron Davidson as inspectors. EDGE machine has been charged, following Command Central directions. Election postcards delivered to County Clerk for non-deliverable registered voters (13 so far), town residents that still live in Cutler, but at different locations, have been notified to allow them to get registered before next election.
- WI Dept of Administration has sent notification of increase for legal notices fees for 2022.
- When invoice from Board of Commissioners of Public Lands for our March payment-due 15 March-arrives, Bobbie will coordinate payment submission. This will be our FINAL payment for 2<sup>nd</sup> Ave. Bridge project. Bobbie sent BCPL Loan Application Request Form for 2 new bridge tops (\$250,000).
- Delaney Forest Products sent new Certificate of Insurance.
- Office of Recovery Programs sent instructions to get ready to self-report for the America Rescue Plan Act-Local Fiscal Recovery Funds (ARPA). April 30, 2022 is due date for first report. Access to Treasury Portal is required, Bobbie to get set up. Final Rule to be implemented 1 April 2022.
- Completed 2% Fire Dues self-certification, clerk portion. Currently unable to find Dept of Safety & Prof Services mandatory Injury & Illness Report to complete for 2021.
- WI Dept of Health Services sent notice to complete DHS Tobacco License Collection Survey. Bobbie completed, we have none in our municipality.
- U.S.Census Bureau sent notice to complete online "Report of Building or Zoning Permits Issued for New Privately-Owned Housing Units". Bobbie completed before due date of 28 Jan 2022.
- Bobbie delivered paperwork to Becky's Tax Service Dec 15, 2021, for FY21 tax materials. Becky expects to have them completed nlt 14JAN2022. Bobbie will deliver asap. FY21 Q4 941 and Q4 WI Unemployment paperwork have been filed, in DEC.
- Miscellaneous magazines and local newsletters received.

**Communications to the Board**

- Martin attended CDR Meeting 29DEC. Next meeting scheduled for 26JAN2022 at 7:00 p.m.

**Town Permit Application determinations**

- Application for Plath Family Cabin and fire number (on 4<sup>th</sup> Ave) were submitted. Jim made a motion to approve cabin-pending valid sanitation number- and fire number request, Curt seconded, motion carried. Bobbie forwarded info to Fire Dept (Fire Number) and GEC (Jeremy) and building contractor.
- GEC provided updated permit log-

**Unfinished Business**

- TRIP program –
  - 2020 6<sup>th</sup> Ave & 28<sup>th</sup> St project –Gerke invoice received, scheduled for payment tonight. Dan Woggon paid for culvert they requested during the work being completed.
  - 2022 Cutler Road – Nothing new at this time
- Bridges Report-2<sup>nd</sup> Ave & 26<sup>th</sup> St- Have been received. Martin has contacted Erickson Engineering with follow-up questions/clarifications. Yes, new tops will meet specifications to reduce load limits. To replace existing 10” tops with 12” (improve load rating for next 45+ years) approximately \$250,000 will be necessary. The county is expecting that within 1 year both bridges will be required to have additional load limit restrictions placed on them. They would like to schedule work for this year to replace tops. Curt made a motion to table discussion, to allow a vote for loan approval from town residents, to Feb meeting, Jim seconded, motion carried.

### **Highway Maintenance**

- Road salting/sanding and tree removals completed as needed.
- Road report (daily log) was submitted by Highway Maintenance.
- Highway Maintenance Co has received Federal EIN, information being forwarded for 2021 Tax form prep

### **New Business**

- ATV Routes -clubs gave update on both Monroe & Juneau Co roads, and Ed Kaelin requested that the ROAD CLOSED sign from 20<sup>th</sup> St South, be moved East to the 6<sup>th</sup> AVE South intersection and the sign on 12<sup>th</sup> East get moved West to 6<sup>th</sup> Ave intersection. The ATV clubs will provide 2 forms of signs, and install them as well. This will open up the roads through the refuge for ATVs from 20<sup>th</sup> South west to 6<sup>th</sup> North to 16<sup>th</sup> St West to 5<sup>th</sup> North to 12<sup>th</sup> East to Kingston road North. Leaving the main problem sections of 6<sup>th</sup> Ave to be closed. Jim made a motion to keep routes open, and move existing Road Closed signs to new locations, Curt seconded, motion carried. Both clubs also requested that the town make a change to keep roads open until further notice. The board decided they want to continue the year to year limits, at this time. Jeff Messner & Jerry Bowen thanked town for keeping the roads open.
- Request of funds from Cutler Cranberry Foundation Jim made a motion to request from the Cutler Cranberry Foundation the full amount of the final payment for 2<sup>nd</sup> Ave Bridge project. Curt seconded. Motion passed. Bobbie completed the request and mailed it out immediately following the meeting.

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

**Public Comment** Nothing at this time

**Next Monthly Meeting** Monday, 14 February 2022 at 6:30 p.m.

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

Meeting Adjourned at 7:42 pm  
Bobbie K Georgeson, Clerk