

## **Hartland Regular Town Board Meeting December 13, 2022 at 7:00pm**

The town meeting was called into session at 7:04PM by Chair, Kurt Nelson. Others present: Supervisor, Don Acker, Clerk Polly Remick, Road Maintenance Supervisor Don Manore, Highway Patrolman RJ Duden, 0 resident/guests.

The **minutes** of the October 11, 2022 regular meeting were presented by the Clerk. Motion by Acker to approve the minutes as read. Seconded by Nelson. Motion carried.

The **minutes** of the November 8, 2022 regular meeting were presented by the Clerk. Motion by Acker to approve the minutes as read with minor corrections. Seconded by Nelson. Motion carried.

The **minutes** of the December 6, 2022 special meeting regarding the budget of the Town were presented by the Clerk. Motion by Acker to approve the minutes as read. Seconded by Nelson. Motion carried.

**Monthly bills** were presented. Motion by Acker to approve the bills for payment. Seconded by Nelson. Motion carried.

The **Treasurer's Report** – showed \$290,953.78 in the checking account. Total funds available \$290,953.78 less equipment outlay of \$18,751.67, road expense of \$158,208.97, Local Recovery Fund of \$90,747.64 and EI Grant of \$400 for an adjusted balance of \$23,245.50. Motion by Acker to approve the treasurer's report. Seconded by Nelson. Motion carried.

### **Road and road work report:**

Patrolman RJ Duden provided the following update.

- Cleaned and serviced the mower, put away for winter in Sears' shed
- Finished installing snow equipment on trucks
- Welcome back snow!
- RJ got lots of seat time in both trucks practicing Blade, Wing, Sanding controls and techniques.
- County finished patch on 210th Ave Culvert. Project is officially complete other than any shoulder touch ups in the spring. Also will reach out to the Johnsons to assist with re-installing fence that needed to be moved for project.
- Weight bracket showed up for tractor and is installed.
- Loader is finally attached and operational.
- We were able to fabricate a new tool box mount using existing parts.
- Installed antenna for county radio in tractor.
- Floor grates from Plummer showed up.
- Sterling got a full service. Ready for a winter of plowing.
- Installed new cutting edges on Sterling plow.

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- The Peterbuilt lost defrost control Don/RJ/Will Schroeder were able to diagnose and temporarily fix the issue. Peterbuilt in Eau Claire will be scheduled to fix, if parts and time allow.
- Hoping for a break in the weather pattern to get cylinder on loader fixed. May have to wait until spring.
- Need to contact Brian Books to set schedule on tree removal from creek.
- Need to install snow equipment on the grader yet
- The county made up a new sign to hang at the dump. It clearly states no appliances accepted and nothing other than metals in the scrap barrels/pile. Hopefully residents can be more compliant.
- Having some issues with the hot water heater in the shop.
- Met with Elliot from the County he let us know the lease on the EE pit would stay active. Gravel would be available to us in the future.

### **Old Business:**

Unpermitted driveway on 510<sup>th</sup> Street. A letter was sent to the landowner explaining the issue and requesting their attendance at the December meeting. The landowner responded via email that the driveway in question was not on his property but rather on the neighboring property. He also expressed concerns about the neighbor's land use. Upon further investigation by the board, it was determined that the driveway is indeed on the neighboring property. The Clerk will respond to the initial landowner's email and send a letter to the newly identified landowner.

### **New Business:**

490<sup>th</sup> Bridge Project. Seven companies have been invited to submit statements of qualification. Chair Nelson reviewed the process and status of requesting qualifications, and explained that there will be selection committee appointed consisting of two voting board members, the chairperson of the board and the highway patrolman.

A committee was appointed by the Chair. The Committee will consist of Kurt Nelson, Supervisors Acker and Girdeen and Highway Patrolman RJ Duden. County staff will play an advisory role.

Replacement of posting display boxes. The posting display box at the dump location has been repaired. Seals will be replaced in the other two boxes, located at the Town Hall and the park.

**Hartland Regular Town Board Meeting  
December 13, 2022 at 7:00pm**

**Public Comment:**

**Correspondence:**

- The November building and/or sanitary permit reports (if any) were presented.
- Companion Animal Control Report – none.

**Upcoming Events:**

Next regular Town Board meeting January 10, 2023 7:00PM

Motion was made by Acker to adjourn the monthly meeting. Seconded by Nelson. (Motion carried. Meeting adjourned at 8:50PM.

Polly Remick – Clerk

# **REVISED Agenda for Town of Hartland Regular Meeting**

## **Tuesday, December 13, 2022 at 7:00 PM**

Review and approve October and November regular monthly meeting minutes

Review and approve minutes of special meeting regarding budget held December 6, 2022.

Approve payment of bills

Financial report

Road report

- Discuss and take action on present and future road projects

Old Business

- Update on unpermitted driveway 510<sup>th</sup> Street
  - 490<sup>th</sup> Bridge Project – Committee Selection criteria; ranking of potential engineering firms

New Business

- 2023 Building Inspection Vendor Selection
- Replacement of posting display boxes

Public Comment

Correspondence

- November Building and/or Sanitary Permits Report

Next Meeting

- January regular meeting –  
Tuesday, January 10, 2023 @ 7 PM

Adjourn

Hartland Special Town Board Meeting  
December 6, 2022  
2023 Special Budget Meeting

The Hartland Town meeting was called into session at 7:04pm by Chairman Kurt Nelson. Others present: Supervisor Don Acker, Supervisor Mark Girdeen and Clerk Polly Remick, and 0 guests/residents.

The Clerk noted that the General Government line in expenditures is higher due to the upcoming market assessment contract with the assessor and that equipment outlay is down due to tractor purchase made in 2022.

The Board discussed impact of 490th Street bridge project on budget / cash flow.

Looking forward we may need to think about going under contract with a local company for gravel instead of getting it through the County. There is probably about 1.5 years left in our existing pile.

Motion by Girdeen, seconded by Acker to adjourn. Motion carried (3-0). Meeting adjourned at 7:58PM.

	2021 BUDGET	2022 BUDGET	2023 BUDGET	% CHANGE
<b>REVENUE</b>				
General Property	\$266,143.00	\$266,143.00	\$268,839.00	1.01%
Other Taxes	\$11,000.00	\$9,500.00	\$9,500.00	0.00%
Inter-Government	\$161,989.00	\$165,173.00	\$168,152.00	1.80%
Licenses and Permits	\$1,670.00	\$3,280.00	\$3,280.00	0.00%
Public Charges	\$11,150.00	\$11,000.00	\$11,000.00	0.00%
Special Charges	-	\$0.00	\$0.00	0.00%
Miscellaneous Revenues	\$1,900.00	\$1,850.00	\$1,850.00	0.00%
<b>Subtotal</b>	<b>\$453,852.00</b>	<b>\$456,946.00</b>	<b>\$462,621.00</b>	<b>1.24%</b>
<b>SPECIAL REVENUES</b>				
ARPA Funds	\$0.00	\$45,374.00	\$90,748.00	100.00%
EI Grant	\$0.00	\$400.00	\$400.00	0.00%
<b>TOTAL REVENUES</b>	<b>\$453,852.00</b>	<b>\$502,720.00</b>	<b>\$553,769.00</b>	<b>10.15%</b>
<b>Cash Balance applied</b>	-	-	-	-
Total Revenues & Cash Bal. Applied	<b>\$453,852.00</b>	<b>\$502,720.00</b>	<b>\$553,769.00</b>	<b>10.15%</b>
<b>EXPENDITURES</b>				
General Government	\$48,380.00	\$53,380.00	\$75,661.00	41.74%
Public Safety	\$59,548.00	\$63,200.00	\$63,200.00	0.00%
Public Works	\$195,725.00	\$196,725.00	\$199,130.00	1.22%
Health & Human Services	\$450.00	\$450.00	\$450.00	0.00%
Miscellaneous Expenses	\$600.00	\$600.00	\$600.00	0.00%
Debt Service	\$0.00	\$0.00	\$0.00	0.00%
Equipment Outlay	\$45,000.00	\$45,000.00	\$25,152.00	-44.11%
Road Outlay	\$104,149.00	\$97,591.00	\$98,428.00	0.86%
<b>Subtotal</b>	<b>\$453,852.00</b>	<b>\$456,946.00</b>	<b>\$462,621.00</b>	<b>1.24%</b>
<b>SPECIAL EXPENDITURES</b>				
ARPA Funds	\$0.00	\$0.00	\$0.00	0.00%
EI Grant	\$0.00	\$0.00	\$0.00	0.00%
<b>TOTAL EXPENDITURES</b>	<b>\$453,852.00</b>	<b>\$456,946.00</b>	<b>\$462,621.00</b>	<b>1.24%</b>

# NOTICE OF PUBLIC BUDGET HEARING FOR THE TOWN OF HARTLAND

Notice is hereby given that on Tuesday, December 6, 2022 at 7:00PM at the Hartland Town Garage, a PUBLIC HEARING on the PROPOSED 2023 BUDGET for the Town of Hartland will be held. The proposed budget in detail is available for inspection by appointment with the Town Clerk. It is the right of the citizens of the Town of Hartland to attend this hearing and provide written or oral comments and ask questions regarding the entire budget of this town.

Dated this 21st<sup>th</sup> day of November, 2022.

	2021 BUDGET	2022 BUDGET	2023 BUDGET	% CHANGE
<b>REVENUE</b>				
General Property	\$266,143.00	\$266,143.00	\$268,839.00	1.01%
Other Taxes	\$11,000.00	\$9,500.00	\$9,500.00	0.00%
Inter-Government	\$161,989.00	\$165,173.00	\$168,152.00	1.80%
Licenses and Permits	\$1,670.00	\$3,280.00	\$3,280.00	0.00%
Public Charges	\$11,150.00	\$11,000.00	\$11,000.00	0.00%
Special Charges	-	\$0.00	\$0.00	0.00%
Miscellaneous Revenues	\$1,900.00	\$1,850.00	\$1,850.00	0.00%
<b>Subtotal</b>	<b>\$453,852.00</b>	<b>\$456,946.00</b>	<b>\$462,621.00</b>	<b>1.24%</b>
<b>SPECIAL REVENUES</b>				
ARPA Funds	\$0.00	\$45,374.00	\$90,748.00	100.00%
El Grant	\$0.00	\$400.00	\$400.00	0.00%
<b>TOTAL REVENUES</b>	<b>\$453,852.00</b>	<b>\$502,720.00</b>	<b>\$553,769.00</b>	<b>10.15%</b>
<b>Cash Balance applied</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Total Revenues & Cash Bal. Applied	<b>\$453,852.00</b>	<b>\$502,720.00</b>	<b>\$553,769.00</b>	<b>10.15%</b>
<b>EXPENDITURES</b>				
General Government	\$48,380.00	\$53,380.00	\$75,661.00	41.74%
Public Safety	\$59,548.00	\$63,200.00	\$63,200.00	0.00%
Public Works	\$195,725.00	\$196,725.00	\$199,130.00	1.22%
Health & Human Services	\$450.00	\$450.00	\$450.00	0.00%
Miscellaneous Expenses	\$600.00	\$600.00	\$600.00	0.00%
Debt Service	\$0.00	\$0.00	\$0.00	0.00%
Equipment Outlay	\$45,000.00	\$45,000.00	\$25,152.00	-44.11%
Road Outlay	\$104,149.00	\$97,591.00	\$98,428.00	0.86%
<b>Subtotal</b>	<b>\$453,852.00</b>	<b>\$456,946.00</b>	<b>\$462,621.00</b>	<b>1.24%</b>
<b>SPECIAL EXPENDITURES</b>				
ARPA Funds	\$0.00	\$0.00	\$0.00	0.00%
El Grant	\$0.00	\$0.00	\$0.00	0.00%
<b>TOTAL EXPENDITURES</b>	<b>\$453,852.00</b>	<b>\$456,946.00</b>	<b>\$462,621.00</b>	<b>1.24%</b>

Polly Remick, Clerk

## **Hartland Regular Town Board Meeting November 08, 2022 at 7:00pm**

The town meeting was called into session at 7:04PM by Chair, Kurt Nelson. Others present: Supervisor, Don Acker, Supervisor Mark Girdeen, Clerk Polly Remick, Road Maintenance Supervisor Don Manore, Highway Patrolman RJ Duden, 0 resident/guests.

The **minutes** of the October 11, 2022 regular meeting were presented by the Clerk. Approval of minutes tabled until the December meeting.

**Monthly bills** were presented. Girdeen made a motion to accept and pay all bills. Motion seconded by Acker, Motion carried (3-0).

The **Treasurer's Report** – showed \$285,391.06 in the checking account. Total funds available \$285,391.06 less equipment outlay of \$18,751.67, road expense of \$158,208.97, Local Recovery Fund of \$90,747.64 and EI Grant of \$400 for an adjusted balance of \$17,682.78. A motion was by Girdeen to approve the Treasurer's Report, seconded by Acker. Motion carried (3-0).

### **Road and road work report:**

Road Maintenance Supervisor Don Manore and Patrolman RJ Duden provided the following update.

- Scrap hauled away from dump. Also burned pile.
- Hand patched steadily all month with good weather.
- Don made it out with grader a couple times. More grader work is needed if possible before winter.
- Started installing snow equipment on trucks.
- Continuing to pick rocks and fill holes from fiber trenching. They left a lot of messes.
- Fully serviced loader. Leaking tilt cylinder is getting worse. Ordered and received the rebuild kit. Coordinating with Prescott Hydraulics to rebuild. (Potentially Monday the 14th)
- Replaced cutting edge on the grader.
- Sealed concrete floor on truck side of the shop in preparation for salt this winter.
- Picked up 3 loads salt/sand mix stored from this summer.
- Finished up mowing today. No more issues with tractor overheating.
- RJ found a sharp culvert with a tire on the tractor. Lesson learned. Harveys Tire out of Lake City was quick to respond and had us up and running in less than 2 hours. Good to know but hopefully will not need their services again anytime soon.
- Talked with Brian Books about tree in creek. He has time in December to help remove. It is continuing to dam up with debris.
- Need to check with Mark Sears to get the OK to store mower in his shed again.
- Going to start brush control once the loader is back to 100%.
- Will be finishing up installing snow equipment.
- Don has been a great teacher thus far. Lots to learn this time of year. I'm looking forward to the challenge.

## **Hartland Regular Town Board Meeting November 08, 2022 at 7:00pm**

- In other notes, RJ takes the Road Test for my CDL on this coming Friday.
- There is a large industrial size tire in Isabelle Creek. Brian Books can help us with extraction in December.
- New signage is needed at the dump to help with people putting non metal scrap in the metal scrap pile.
- 210<sup>th</sup> Street patch still isn't done and remains on the schedule.
- The Sterling truck is due for a complete service. The Peterbuilt just needs fuel filters.

### **Old Business:**

Unpermitted driveway on 510<sup>th</sup> Street. A letter has been sent to the landowner explaining the issue and requesting their attendance at the December meeting.

### **New Business:**

The Board reviewed the contract from Lisa Meyer, Assessor, for 2023-2025 which includes both regular yearly assessor work and the market assessment work. Motion by Girdeen to accept the contract. Approved by Acker. Motion carried (3-0).

### **Public Comment:**

### **Correspondence:**

- The October building and/or sanitary permit reports were presented.

### **Upcoming Events:**

Next regular Town Board meeting December 13, 2022 7:00PM

Motion was made by Girdeen to adjourn the monthly meeting. Seconded by Acker. (Motion carried 3-0). Meeting adjourned at 7:48PM.

Polly Remick – Clerk



**Agenda for Town of Hartland Regular Meeting  
Tuesday, November 8, 2022 at 7:00 PM**

Review and approve last month's regular monthly meeting minutes

Approve payment of bills

Financial report

Road report

- Discuss and take action on present and future road projects

Old Business

- Update on Palmer unpermitted driveway 510<sup>th</sup> Street

New Business

- Discuss and take action on contract from Lisa Meyer for re-evaluation for Town of Hartland property tax values

Public Comment

Correspondence

- October Building and/or Sanitary Permits Report

Next Meeting

- December regular meeting –  
Tuesday, December 13, 2022 @ 7 PM

Adjourn

## **Hartland Regular Town Board Meeting October 11, 2022 at 7:00pm**

The town meeting was called into session at 7:07PM by Chair, Kurt Nelson. Others present: Supervisor, Don Acker, Supervisor Mark Girdeen, Clerk Polly Remick, Treasurer, Cindy Kern, Road Maintenance Supervisor Don Manore, Highway Patrolman RJ Duden, 5 resident/guests.

The **minutes** of the September 13, 2022 regular meeting were presented by the Clerk. Motion made by Girdeen to accept minutes with minor corrections as noted, seconded by Acker. Motion carried (3-0).

**Monthly bills** were presented. Girdeen made a motion to accept and pay all bills. Motion seconded by Acker. Motion carried (3-0).

The **Treasurer's Report** – showed \$481,920.03 in the checking account. Total funds available \$481,920.03 less equipment outlay of \$72,633.18, road expense of \$158,208.97, Local Recovery Fund of \$45,373.82 and EI Grant of \$400 for an adjusted balance of \$93,722.34. A motion was made by Girdeen to approve the Treasurer's Report, seconded by Acker. Motion carried (3-0).

### **Road and road work report:**

- Road Maintenance Supervisor Don Manore provided the following update.
- Scott's Construction finished with crack seal.
- New tractor was delivered on Monday, October 10<sup>th</sup>. It is missing the front weight bracket.
- Bevcomm is leaving behind messes in road ditches during their install of fiber optic internet. Don M. has been in touch with them about culverts hit, rocks and holes.
- Patching a lot between now and when it snows.
- Will start setting up snow equipment with RJ.
- Floor drains need new grates. They have been ordered from Plummer Concrete.
- Video for 250<sup>th</sup> Ave and 690<sup>th</sup> for Schroder / Nestle Sludge permit. Called Chad Johnson

Chair Nelson provided the following update --

- 490<sup>th</sup> Street and 570<sup>th</sup> Street. We have fully signed copies of the SMAs. We will be contacted by the state when it's time to get bids. We solicit, and rate and make final decision on engineering.

### **Old Business:**

#### **New Business:**

Lisa Meyer, Town of Hartland property tax values. Out of compliance with DoR. Our town's last re-eval was more than 10 years ago. Values subsequently went down but have now come gradually back up and 30% over the last two years. The normal process every year is to keep up but no adjustments.

DoR will send a letter saying we have to be in 10% of the state's evaluation for all the properties within the Town.

## **Hartland Regular Town Board Meeting October 11, 2022 at 7:00pm**

Increases of 50%-60% are not out of the ordinary with other towns this year. Not required to do in 2023, can do in 2024. If not done by end of 2024 state will supervise (and we will pay them to) do a re-evaluation.

Market adjustment does a good job of redistributing assessments via the values.

Lisa can do the work in 2023 or 2024. Her process for market adjustments is to go to every property she can get to. If does not make contact with the owner, she leaves a note, "this is a market re-evaluation year if you have questions with my re-evaluation please contact me".

Cost for services are \$15 per parcel in maintenance years; market adjustment \$25 per parcel (includes everything); full re-eval \$45 per parcel. There are 962 parcels in the Town of Hartland. Lisa would not start until probably December.

This will be a *Discuss and Take Action* for the November meeting. At present, the board is inclined to proceed with a market adjustment (\$25 per parcel) in 2023.

Josh Melstrom. Building Inspection Services - Distributed information about his building inspection business out of Glenwood City. Returned to WI in 2017 and started his own inspection business here after two plus years doing inspections in AZ. He provides services for Village of Plum City, Trenton plus more up by Glenwood City and would very much like our business. Competitive rates and possibly less than what we are currently paying. He offers excellent communications and customer service strengths.

Board asked questions about pricing. It's based off of square footage. Average is about \$1000. Building permit includes all inspections from start to finish including final inspection. Lisa Meyer commented that Josh provides nice reports.

### **Public Comment:**

RJ welcome! In training with Don for the patrolman position. RJ and his and wife Alyssa were present.

### **Correspondence:**

- The September building and/or sanitary permit reports was presented.

### **Upcoming Events:**

Next regular Town Board meeting November 8, 2022 7:00PM

Motion was made by Girdeen to adjourn the monthly meeting. Seconded by Acker. (Motion carried 3-0). Meeting adjourned at 8:08PM.

Polly Remick – Clerk

**REVISED Agenda for Town of Hartland Regular Meeting  
Tuesday, October 11, 2022 at 7:00 PM**

Review and approve last month's regular monthly meeting minutes

Approve payment of bills

Financial report

Road report

- Discuss and take action on present and future road projects
- Review project timelines and signed SMA's for bridge projects –  
490<sup>th</sup> Street and 570<sup>th</sup> Street

Old Business

New Business

- Re-evaluation for Town of Hartland property tax values – Lisa Meyer, Assessor
- Joshua Melstrom – building inspection services

Public Comment

Correspondence

- September Building and/or Sanitary Permits Report

Next Meeting

- November regular meeting –  
Tuesday, November 8, 2022 @ 7 PM

Adjourn

## **Hartland Regular Town Board Meeting September 13, 2022 at 7:00pm**

The town meeting was called into session at 7:03PM by Chair, Kurt Nelson. Others present: Supervisor, Don Acker, Supervisor Mark Girdeen, Clerk Polly Remick, Road Maintenance Supervisor Don Manore, 6 resident/guests.

The **minutes** of the August 9, 2022 regular meeting were presented by the Clerk. Motion made by Girdeen to accept minutes with minor corrections as noted, seconded by Acker. Motion carried (3-0).

**Monthly bills** were presented. The Pierce Pepin bills were not available at the time of the meeting, but the board authorized the clerk to add them for payment this month, provided there were no unusual or unanticipated charges. Girdeen made a motion to accept and pay all bills. Motion seconded by Acker. Motion carried (3-0).

The **Treasurer's Report** – N/A.

### **Road and road work report:**

Road Maintenance Supervisor Don Manore provided the following update.

- Filter sale at Parts City so all filters were changed out on the equipment.
- Blacktop has been steam cleaned off the trucks.
- The culvert on 210<sup>th</sup> was finished up. It went well; better than expected. The county will hydro seed.
- Getting on and off the grader to fuel is precarious. Don M recently fell and wrenched his knee in the process. Need a small step ladder to make it safer and easier to get on and off.
- New tractor is in and being finalized. Don reminded the board that the quote for the new tractor included a \$20 per hour deduction for each hour of use after the date of the quote. That's about 80 hours or \$1,600 less in trade value than the original quote.
- Caught up on hand patching. 77 tons used this year.

### Review of SMA's

490<sup>th</sup> Street Bridge – Design is scheduled for 2023 and construction in 2025. Current estimate is \$447,602. This is an 80/20/10 funded project.

570<sup>th</sup> Street Bridge – Design is scheduled for 2024 and construction in 2026. Current estimate is \$394K.

These two projects are intentionally staggered timing to help with cash flow concerns. Motion to approve the SMA's by Girdeen, seconded by Acker. Motion carried (3-0).

Crystal Raleigh, Sr. Engineer of SCH was present to offer her firms services with the bridge projects. She lives and works locally and would be responsible for project management. Design would be done out of the firm's Chippewa Falls office. The company has experience in storm water design, consulting and municipal projects.

## **Hartland Regular Town Board Meeting September 13, 2022 at 7:00pm**

### **Old Business:**

### **New Business:**

Discuss and Take Action – Cedar Corp sludge application. A representative of Cedar Corp was present by phone and reviewed the application. This is a repeat of a previously granted application. The routes are the same. Cedar Corp would provide a \$60,000 bond to mitigate for any road damage. Cedar Corp will also be responsible for providing, placing and removing signage needed as determined by the Town. Motion by Girdeen, seconded by Acker to approve the application. Motion carried (3-0).

Discuss and Take Action -- 670<sup>th</sup> Street Road request. Residents interested in having the Town take over blacktopping and maintenance of the existing .5 mile private road were present. After listening to the concerns of the residents, the board was not able to agree to their request. The Town does not have the capacity to take on additional roads, or to plow and maintain private roads. That said, residents were reassured that should there be a major weather event, i.e., trees down or major snowstorm, we would not leave them stranded with no way to out of the cul-de-sac.

### **Public Comment:**

### **Correspondence:**

- The August building and/or sanitary permit reports was presented.
- The drug and alcohol testing annual renewal letter was present by the clerk. The board had no objection to entering into another agreement with the county to provide these services.
- Excerpts from the EAAS meeting handouts were distributed as an informational item.
- The clerk presented information on properties that were expiring from, and new properties just enrolling in the MFR (forested lands) tax program.

### **Upcoming Events:**

Next regular Town Board meeting October 11, 2022 7:00PM

Motion was made by Girdeen to adjourn the monthly meeting. Seconded by Acker. Motion carried 3-0. Meeting adjourned at 8:10PM.

Polly Remick – Clerk

**Agenda for Town of Hartland Regular Meeting  
Tuesday, September 13, 2022 at 7:00 PM**

Review and approve last month's regular monthly meeting minutes

Approve payment of bills

Financial report

Road report

- Discuss and take action on present and future road projects

Old Business

New Business

- Discuss and take action - Cedar Corp sludge application permit
- Discussion item - 670<sup>th</sup> Street private road

Public Comment

Correspondence

- August Building and/or Sanitary Permits Report

Next Meeting

- October regular meeting – Tuesday, October 11, 2022 @ 7 PM

Adjourn

## **Hartland Regular Town Board Meeting**

### **August 9, 2022 at 7:00pm**

The town meeting was called into session at 7:00PM by Chair, Kurt Nelson. Others present: Supervisor, Don Acker, Supervisor Mark Girdeen, Clerk Polly Remick, Road Maintenance Supervisor Don Manore, 5 residents.

The **minutes** of the July 12, 2022 regular meeting were presented by the Clerk. Motion made by Girdeen to accept minutes, seconded by Acker.  
Motion carried (3-0).

The **minutes** of the July 21, 2022 special meeting were presented by the Clerk. Motion made by Girdeen to accept minutes with minor corrections as noted, seconded by Acker.  
Motion carried (3-0).

**Monthly bills** were presented. The Clerk reported that she has again contacted GFL regarding their bills not being received by the town. They have fixed the issue and bills will start coming. There will also be a little bit of catch up to do with Ellsworth Parts City. Since they split the hardware and the auto parts into two separate billing entities, the Parts City bills have not been received by the town. That should be resolved by next month. Girdeen made a motion to accept and pay all bills. Motion seconded by Acker. Motion carried (3-0).

The **Treasurer's Report** showed \$411,252.22 in the checking account. Total funds available \$411,252.22 less equipment outlay of \$72,633.18, road expense of \$158,208.97, Local Recovery Fund of \$90,747.64 and EI Grant of \$400.00 for an adjusted balance of \$70,776.12. A motion was made by Girdeen to approve the Treasurer's Report, seconded by Acker.  
Motion carried (3-0).

#### **Road and road work report:**

Road Maintenance Supervisor Don Manore provided the following update.

- Blade patching will be done tomorrow. Took 13 loads including 9 extra on 510<sup>th</sup>.
- Culverts not in yet.
- John Krause and neighbors will need a heads up when the work might happen due to temporary access issues.
- Mower cleaned.
- Tractor hydraulics cleaned and stored for winter.
- Crack seal and chip seal on 210<sup>th</sup> is done and 290th Avenue will be completed in October.

#### **Old Business:**

Animal Control Challenges – Brit Harman with Companion Animal Control spoke to the board about her services. She has up to 10 transport drivers available should the need arise. All the dogs found go to Western Wisconsin Impound and if not claimed, are placed in foster care through Lucky Paws and adopted out. A motion was made by Girdeen to enter into a one year contract with Companion Animal Control. Seconded by Acker. Motion carried (3-0).



## **Hartland Regular Town Board Meeting August 9, 2022 at 7:00pm**

Hiring Process for Road Supervisor Position – The clerk reported that the job has been posted.

### **New Business:**

The updated Town of Hartland Employment Policy (as discussed and agreed to at the July special meeting held July 21, 2022) was distributed.

### **Public Comment:**

### **Correspondence:**

- The July building and/or sanitary permit reports was presented.

### **Upcoming Events:**

Next regular Town Board meeting September 13, 2022 7:00PM

Motion was made by Girdeen to adjourn the monthly meeting. Seconded by Acker. Motion carried 3-0. Meeting adjourned at 7:53PM.

Polly Remick – Clerk

**Agenda for Town of Hartland Regular Meeting**  
**Tuesday, August 9, 2022 at 7:00 PM**

Review and approve last month's regular monthly meeting minutes

Review and approve minutes of special meeting regarding hiring of Highway Patrolman

Approve payment of bills

Financial report

Road report

- Discuss and take action on present and future road projects

Old Business

- Animal control challenges – Brit Harmon, MPA, NCACO, WCHO Companion Animal Control, Owner-Operator
- Update on hiring for highway patrolman position

New Business

- Revised Town Board Employment Policy

Public Comment

Correspondence

- July Building and/or Sanitary Permits Report

Next Meeting

- September Meeting – Tuesday, September 12, 2022 @ 7 PM

Adjourn

## **Hartland Special Town Board Meeting July 21, 2022 at 7:00pm**

The special meeting of the board was called into session at 7:07PM by Chair, Kurt Nelson.  
Others present: Supervisor, Don Acker, Supervisor Mark Girdeen, Clerk Polly Remick.

### **Discuss Plan for Hiring of Highway Patrolman:**

Copies of the current 'Employment Policy' (job description) were distributed. The Board felt that key items to be listed in the job description and the job posting included ability to operate and maintain heavy equipment with a Class B CDL, manual transmission, and air brake endorsement; keep equipment, shop and town hall clean and properly maintained.

### **Compensation to include:**

\$22-\$25 to start DOE

7% retirement with paid medical coverage or 10% with no medical coverage was appropriate for a new hire.

### **Topics for Interview Questions:**

- Driving and equipment experience
- Time management
- Prioritizing work
- Ability to work independently
- Able to work on call

### **Advertising:**

Pierce County Herald newspaper and online

Wisconsin Towns Association online

Town of Hartland page of Pierce County website

Clerk to explore free options for advertising on Indeed, Zip Recruiter, Monster, etc.

Target August 1<sup>st</sup> to have job description, position posting, and advertising placed.

Motion was made by Girdeen to adjourn the meeting. Seconded by Acker.

Motion carried 3-0. Meeting adjourned at 8:04PM.

Polly Remick – Clerk

**Agenda for Town of Hartland Special Meeting**  
**Thursday, July 21, 2022 at 7:00 PM**

1. Define hiring process and schedule for hiring Road Patrolman
2. Review and revise job description and job posting
3. Review and approve SMA for funded bridge projects
4. Adjourn

## **Hartland Regular Town Board Meeting July 12, 2022 at 7:00pm**

The town meeting was called into session at 7:01PM by Chair, Kurt Nelson. Others present: Supervisor, Don Acker, Supervisor Mark Girdeen, Clerk Polly Remick, Treasurer Cyndi Kern, Road Maintenance Supervisor Don Manore, 3 residents.

The **minutes** of the June 14, 2022 regular meeting were presented by the Clerk. Motion made by Girdeen to accept minutes with corrections as noted, seconded by Acker. Motion carried (3-0).

**Monthly bills** were presented. The Clerk noted that the trash removal service bill (formerly from P.I.G. now GFL) was not received. Clerk will follow up with GFL. Girdeen made a motion to accept and pay all bills. Motion seconded by Acker. Motion carried (3-0).

The **Treasurer's Report** showed \$386,174.12 in the checking account. Total funds available \$386,174.12 less equipment outlay of \$72,633.18, road expense of \$158,208.97, Local Recovery Fund of \$90,747.64 and EI Grant of \$400.00 for an adjusted balance of \$72,426.50. A motion was made by Girdeen to approve the Treasurer's Report, seconded by Acker. Motion carried (3-0).

### **Road and road work report:**

Road Maintenance Supervisor Don Manore provided the following update.

- Hand patch all caught up.
- One day left of mowing, the spot mow and/or spray wild parsnip.
- Brain box in the 2006 truck has been replaced.
- Brush control mostly done.
- Fill from a local construction site will be used for the project on 210<sup>th</sup>. Matt Lindstrom will help with culvert replacement.
- The tree that fell over the Isabelle Creek a couple of summers ago is causing additional material to build up creating a dam. Don M. will check with Brian Books to see if he can get it cleared. If not, consider contacting the DNR.
- The board would like Don to schedule August blade patching as needed.

### **Old Business:**

Animal Control Challenges – Brit Harman with Companion Animal Control will attend the August meeting to answer questions about her services, pricing, contract, etc.

Unpermitted driveway 670<sup>th</sup> – Kern stated that she checked with county land management who stated that because we did not issue a permit, they cannot get involved. Kern also stated that if the impacted area is an acre or more, DNR would get involved.

David & Virgil Hinrichs were in attendance to provide additional information regarding the access at 670<sup>th</sup> Street and 170<sup>th</sup> Avenue. David stated that the access was meant to be for foot travel only. The previous access to the parcel was lost due to a change in ownership. The new owner over which the informal access was located is not interested in granting an access easement. David stated that there are 3-4 foot high water bars approximately 100 feet for the

## **Hartland Regular Town Board Meeting July 12, 2022 at 7:00pm**

length of the walkway. David also confirmed that there are no buildings or other improvements at the top of the hill.

He stated that he didn't get a driveway permit because he does not want any vehicle traffic on the access. He further stated that he intends to seed any bare spots with an appropriate mix and plans to install a gate near the bottom of the walkway. David agreed to have the gate in place no later than November 1, 2022. The board's main concern is falling rock and/or damage to town road. The site will be monitored and should any damage occur, the board will bill David Hinrichs for the costs of repair.

### **New Business:**

Resolution 22-01 – Kern presented a draft resolution establishing a refund policy for overpayments. The board reviewed the proposed resolution and seeing no issues, approved the document for signature by the Chair and Clerk. Motion by Girdeen to approve the resolution for signature, seconded by Acker. Motion carried 3-0.

Hiring Process for Road Supervisor Position – The clerk distributed some sample job postings as a starting point for developing job description, job posting and advertising, application etc. The board will hold a special meeting on Thursday, July 21, 2022, to address this matter further.

### **Public Comment:**

### **Correspondence:**

- The June building and/or sanitary permit reports was presented.
- The clerk shared Lakes Gas information regarding prebuy for the upcoming heating season. Lakes Gas should be sending us a contract soon that will contain pricing information.
- The clerk distributed information from Josh Melstrom regarding building inspection services for the board members to review.
- Karin Anderson Maash called with concern about the road right of way pushing too far into their property. She was advised to request a spot on a future agenda if she wishes to discuss further with the board.

### **Upcoming Events:**

Special Town Board Meeting July 21, 2022 7:00PM

Next regular Town Board meeting August 9, 2022 7:00PM

Motion was made by Girdeen to adjourn the monthly meeting. Seconded by Acker. Motion carried 3-0. Meeting adjourned at 8:17PM.

Polly Remick – Clerk

**Agenda for Town of Hartland Regular Meeting**  
**Tuesday, July 12, 2022 at 7:00 PM**

Review and approve last month's meeting minutes

Approve payment of bills

Financial report

Road report

- Discuss and take action on present and future road projects

Old Business

- Animal control challenges
- *Discuss and Take Action* - Unpermitted driveway 670<sup>th</sup> Street

New Business

- *Discuss and Take Action* – Resolution regarding no refunds \$5 or less for overpayments
- Hiring process for Road Supervisor position

Public Comment

Correspondence

- June Building and/or Sanitary Permits Report

Next Meeting

- August Meeting – Tuesday, August 9<sup>th</sup> 7 PM

Adjourn

## Hartland Regular Town Board Meeting

June 14, 2022 at 7:00pm

The town meeting was called into session at 7:01PM by Chair, Kurt Nelson. Others present: Supervisor, Don Acker, Supervisor Mark Girdeen, Clerk Polly Remick, Treasurer Cyndi Kern, Road Maintenance Supervisor Don Manore, 1 resident and 1 guest.

The **minutes** of the May 10, 2022 regular meeting were presented by the Clerk. Motion made by Girdeen to accept minutes with corrections as noted, seconded by Acker. Motion carried (3-0).

**Monthly bills** were presented. The treasurer noted that there were three items totaling \$1,213.16 that were not included in the pre-meeting list of bills provided by the clerk. Girdeen made a motion to accept and pay all bills. Motion seconded by Acker. Motion carried (3-0).

The **Treasurer's Report** showed \$399,245.09 in the checking account. Total funds available \$399,245.09 less equipment outlay of \$72,633.18, road expense of \$158,208.97, Local Recovery Fund of \$45,373.82 and EI Grant of \$400.00 for an adjusted balance of \$89,754.32. A motion was made by Nelson to approve the Treasurer's Report, seconded by Acker. Motion carried (3-0).

### Road and road work report:

Road Maintenance Supervisor Don Manore provided the following update.

210<sup>th</sup> Street project has started. Considerable fill will be needed. Possibilities are ditch cleaning material from other nearby locations, or spoil from the Co-Op building project.

Hand patch is finished.

One mile east of 330<sup>th</sup> and County D has significant culvert issues. These are being addressed.

Posting of replacement signs is completed. Some of the posts had to be reset.

The sprayer is ready to go. On the topic of spraying, there are a few areas in the Town where overspray from ag fields has killed all the ditch grass. This creates erosion problems that then become the Town's problem to fix.

### New Business:

Mike Shuneson presented his shared driveway application. The driveway was previously permitted and the board had no concerns with approving the application mostly to provide accurate documentation for the county to issue a fire number.

The board discussed an unpermitted driveway at 670<sup>th</sup> Street and 170<sup>th</sup> Avenue. The location is unsuitable and will cause major issues with road maintenance. The county will be consulted for input on possible enforcement and penalty options. This item will be added as a *Discuss and Take Action* item on the July agenda.



## **Hartland Regular Town Board Meeting**

### **June 14, 2022 at 7:00pm**

#### **Old Business:**

Animals Control Challenges – Information from a possible vendor located in River Falls was presented. The board was provided with copies of the sample contract and other information provided by the vendor. The Town of Oak Grove has a section on animal control on their webpage. The Clerk and Treasurer drafted a similar section for the Town of Hartland's webpage which the county will be asked to post to the Town website.

#### **Correspondence:**

The May building and/or sanitary permit reports was presented.

Treasurer Kern asked that we place a *Discuss and Take Action* item for a resolution that we will not issue overpayment refunds for \$5 or less.

Don Manore informed the board that he will be retired sometime this summer/fall. He is willing to help select and train in his replacement but will not be available for any winter road work. Filling the Road Supervisor position will be added to the July agenda.

The clerk presented an email received from Xcel Energy regarding any issues or permitting that the Town would require for upcoming work on transmission lines that begin at the substation located on 510<sup>th</sup> Street. There were no concerns, and the clerk will relay that to the representative from Xcel.

#### **Public Comment:**

#### **Upcoming Events:**

Next regular Town Board meeting July 12, 2022 7:00PM

Motion was made by Girdeen to adjourn the monthly meeting. Seconded by Nelson. Motion carried 3-0. Meeting adjourned at 8:47PM.

Polly Remick – Clerk

**Agenda for Town of Hartland Regular Meeting  
Tuesday, June 14, 2022 at 7:00 PM**

Review and approve last month's meeting minutes

Approve payment of bills

Financial report

Road report

- Discuss and take action on present and future road projects
- Xcel substation work on 510<sup>th</sup> Street

Old Business

- Animal control challenges

New Business

- Shared Driveway Permit – Shuneman 730<sup>th</sup> Street
- Unpermitted driveway 670<sup>th</sup> Street
- Dave, River Country Cooperative

Public Comment

Correspondence

- May Building and Sanitary Permits Report

Next Meetings

- July Meeting – Tuesday, June 12<sup>th</sup> 7 PM

Adjourn

## **Hartland Regular Town Board Meeting**

### **May 10, 2022 at 7:00pm**

The town meeting was called into session at 7:03PM by Supervisor, Don Acker. Others present: Chair, Kurt Nelson, Supervisor Mark Girdeen, Clerk Polly Remick, Treasurer Cyndi Kern, Road Maintenance Supervisor Don Manore, 1 resident and 1 guest.

The **minutes** of the April 12, 2022 regular meeting were presented by the Clerk. Motion made by Girdeen to accept minutes, seconded by Acker. Motion carried (3-0).

**Monthly bills** were presented. Girdeen made a motion to accept and pay all bills with one addition as stated by the Clerk, the WI Department of Revenue for payroll taxes. Motion seconded by Acker. Motion carried (3-0).

The **Treasurer's Report** showed \$385,581.29 in the checking account. Total funds available \$385,581.29 less equipment outlay of \$72,633.18, road expense of \$158,208.97, Local Recovery Fund of \$45,373.82 and EI Grant of \$400.00 for an adjusted balance of \$108,965.32. Motion by Nelson to approve the Treasurer's Report, seconded by Acker. Motion carried (3-0).

#### **Road and road work report:**

Road Maintenance Supervisor Don Manore provided the following update.

1. Lots of road signs continue to be disappearing.
2. Hand patching underway.
3. Don Manore reported missing a meeting regarding roads funding due to the Town not receiving any notification of the meeting.
4. Approximately 20 loads of gravel were needed for maintenance of various town roads.
5. Don M asked if the board wanted to continue with dust control. The board indicated that Don should proceed. Don will contact the usual provider of this service to get on their schedule.
6. Chip and crack seal bids from Scott Construction was presented. There were three roads included in the bid. The board ranked them in order of priority:
  1. 210<sup>th</sup> Avenue (County EE to pavement change)
  2. 210<sup>th</sup> Avenue (690<sup>th</sup> St to 670<sup>th</sup> St)
  3. 250<sup>th</sup> Avenue
  4. 290<sup>th</sup> Avenue (County C to 730<sup>th</sup> to 730<sup>th</sup> St)

Motion made by Girdeen, seconded by Acker, to approve the above projects for a total cost of \$67,012.

The Clerk reported that the town's application for LRIP funding for 650<sup>th</sup> Street was not selected for funding and that only about 20 out of more than 200 applications were approved.

Dave Pantzlaff of Ayres Engineering provided an update on the DOT approved bridge projects. Those applications are currently being reviewed by WI DOT. He indicated that the dates we included in our application would be the schedule unless we want to delay one or both

## **Hartland Regular Town Board Meeting May 10, 2022 at 7:00pm**

projects. A State Municipal Agreement (SMA) should be forthcoming. The Town should review and sign the SMA to keep the process moving forward. The basic process is:

- Application (completed)
- Selection for funding (completed)
- SMA (June-July)
- Selection of engineering firm by a selection committee (August-September)
- DOT process for negotiated engineering contract (October)

### **Old Business:**

Animals Control Challenges – Information from a possible vendor located in Star Prairie was reviewed. The board would like to see additional information from another local service provider. The Town of Oak Grove has a section on animal control on their webpage. The Clerk and Treasurer will draft a similar section for the Town of Hartland's webpage.

[Supervisor Acker had to leave the meeting after this item was discussed.]

Broadband Forward! After a brief discussion it was determined that the town does not need to take any action at this time.

### **New Business:**

Renewal of mowing agreement – The Clerk presented an email from the family currently providing mowing services for the park. They would like an additional \$5 per mowing. Motion by Girdeen, seconded by Nelson, to increase the per mowing payment to \$35 up to the maximum allowed by the approved budget. Motion carried.

### **Correspondence:**

The April Building Permit and sanitary reports was presented.

### **Public Comment:**

Sue Gerdes will lead a committee to come up with a list of options for repurposing of the old bridge.

### **Upcoming Events:**

Open Book – Wednesday May 18, 2022 4-6PM

Board of Review – Wednesday, May 25, 2022 6-8PM

Next regular Town Board meeting June 14, 2022 7:00PM

Motion by Girdeen to adjourn the monthly meeting. Seconded by Nelson. Motion carried. Meeting adjourned at 8:44PM.

Polly Remick – Clerk

## **REVISED Agenda for Town of Hartland Regular Meeting Tuesday, May 10, 2022 at 7:00 PM**

Review and approve last month's meeting minutes

Approve payment of bills

Financial report

Road report

- Discuss and take action on present and future road projects
- Bridge Projects update – Dave Pantzlaff, Ayres Engineering

Old Business

- Update on draft ordinance 2022-01 – Broadband Forward! Town of Hartland
- Animal control challenges. Review contract document for Dedicated Animal Control Services, LLC

New Business

- Discuss and take action on renewal of mowing agreement and compensation

Public Comment

Correspondence

- March Building and Sanitary Permits Report
- Pierce County Outdoor Recreation Plan

Next Meetings

- Open Book – Wednesday May 18<sup>th</sup> 4-6 PM
- Board of Review – Wednesday, May 25<sup>th</sup> 6-8 PM
- June Meeting – Tuesday, June 14<sup>th</sup> 7 PM

Adjourn

## Hartland Regular Town Board Meeting

April 12, 2022 at 7:00pm

The town meeting was called into session at 7:02PM by Chair, Tyrell Hoyer. Others present: Supervisor, Don Acker, Supervisor Kurt Nelson, Clerk Polly Remick, Treasurer Cyndi Kern, Road Maintenance Supervisor Don Manore, 7 residents/guests.

The **minutes** of the March 08, 2022 regular meeting were presented by the Clerk. Motion made by Nelson to accept minutes, seconded by Acker. Motion carried (3-0).

**Monthly bills** were presented. Nelson made a motion to accept and pay all bills. Motion seconded by Acker. Motion carried (3-0).

The **Treasurer's Report** showed \$400,459.79 in the checking account. Total funds available \$400,459.79 less equipment outlay of \$72,633.18, road expense of \$158,208.97, Local Recovery Fund of \$45,373.82 and El Grant of \$400.00 for an adjusted balance of \$123,843.82. A motion was made by Nelson to approve the Treasurer's Report, seconded by Acker. Motion carried (3-0).

### Road and road work report:

Road Maintenance Supervisor Don Manore was not present at the meeting but did provide a written road report that was presented by the Clerk.

1. Continue to work on road signs. Most are installed except for signs that are on order. Someone removed 620<sup>th</sup> Street and 650<sup>th</sup> Street signs so replacement signs for those are also on order.
2. Removed wings off equipment, steam cleaned and repaired as needed. 2006 truck needed two hydraulic cylinders rebuilt.
3. Working on litter along roads. With the snow melting lots of trash showing up.
4. Weight signs went up on 3-14-22 along with county road signs.
5. Would like to do some crack sealing and chip seal. Scotts Construction is writing up cost on roads as needed.
6. Started hand patching season. Some minor breakups so far.
7. Blade patching scheduled for week of May 9<sup>th</sup> with Monarch and the county. Looking like around 20 loads. Cost per ton up \$12 from last year.

### Old Business:

Dump Property Hayfield Contract – The Clerk provided a draft copy of the proposed contract for Tom and Janet Blue to rent the hayfield land adjacent to the dump. It was acceptable to the board and the Blue's and so the Clerk will prepare the contract for signature.

Draft Ordinance 2022-01 Broadband Forward! – Supervisor Nelson reported that the proposed ordinance was primarily meant to show support for broadband expansion in the town. It is believed that all other towns in the county have passed a similar ordinance. Hartland has not as yet, but would be willing to. However, the time period for BevComm to apply for federal grants has passed and so the ordinance may not be necessary now, or at all at this point.

## **Hartland Regular Town Board Meeting**

### **April 12, 2022 at 7:00pm**

Resident Concern Regarding Neighboring Properties – The County was contacted about concerns expressed by at least one town resident regarding dumpsters and possible grey water discharge. The county was contacted and reported that upon investigation there did not appear to be any violations.

#### **New Business:**

Animal Control Challenges – The Board discussed that it really is not the responsibility of the Town to respond to lost or found dog calls, feral cat and wild animal calls, nor is it their responsibility to collect, dispatch or otherwise deal with said animals. This topic will be discussed further at the May meeting.

Out of the Darkness presented an application for a Class B beer and wine permit for the hill climbs this summer. There was some discussion about expanding the license to include hard liquor but no application was presented, and the Board and residents expressed significant concerns with approving such an application even if it were to be presented. The Class B application was approved and the permit will be issued.

Possible Change to Town Board Membership – Chair Hoyer informed the group that he has purchased a home outside of the Town of Hartland and will therefore be resigning his position on the Board. There will be action taken to appoint a new Chair and a new board member.

Town Board Officer Salaries – There was some discussion about the current salaries for all positions. The Clerk distributed a salary survey of Pierce County towns for discussion. This matter will be open for discussion at the Town of Hartland Annual Meeting on April 19, 2022.

#### **Correspondence:**

The Clerk presented information from an email received from Habitat for Humanity looking for a local neighborhood to revitalize.

The March Building Permit Report for March 2022 was presented.

#### **Public Comment:**

#### **Upcoming Events:**

Annual meeting April 19, 2022 7:00PM.

Next regular Town Board meeting May 10, 2022 7:00PM

Motion was made by Nelson to adjourn the monthly meeting. Seconded by Acker. Motion carried (3-0). Meeting adjourned at 8:08PM.

Polly Remick – Clerk`

**Agenda for Town of Hartland Regular Meeting**  
**Tuesday, April 12, 2022 at 7:00 pm**

Review and approve last month's meeting minutes

Approve payment of bills

Financial report

Road report

Old Business

- Contract for rental of pasture / hay land at dump location
  - Review draft contract
- Update on draft ordinance 2022-01 – Broadband Forward! Town of Hartland

New Business

- Animal control challenges
- Valley Hill Climb temp alcohol permit
- Discussion only – Possible change in town board members
- Discussion only – Town board officer salaries

Public Comment

Correspondence

- March Building and Sanitary Permits Report

Adjourn



## **Hartland Regular Town Board Meeting**

### **March 08, 2022 at 7:00pm**

The town meeting was called into session at 7:02PM by Chair, Tyrell Hoyer. Others present: Supervisor, Kurt Nelson, Clerk Polly Remick, Treasurer Cyndi Kern, Road Maintenance Supervisor Don Manore, 3 residents.

The **minutes** of the February 08, 2022 regular meeting were presented by the Clerk. Motion made by Hoyer to accept minutes, seconded by Nelson. Motion carried (2-0).

**Monthly bills** were presented. Treasurer will pay the \$12.05 amount to WIDOR for the annual business account renewal with a check. Nelson made a motion to accept and pay all bills. Motion seconded by Acker. Motion carried (2-0).

The **Treasurer's Report** showed \$408,975.30 in the checking account. Total funds available \$408,975.30 less equipment outlay of \$72,633.18, road expense of \$158,208.97, Local Recovery Fund of \$45,373.82 and EI Grant of \$400.00 for an adjusted balance of \$132,359.33. Kern reported that the January tax payments were made on time but did not get recorded timely by the county. They will (or perhaps already have been) recorded in the county's system but will not be reconciled until August 2022. Because of this, some residents may have received a late tax notice. If any residents have questions about this they should reach out to the county. A motion was made by Nelson to approve the Treasurer's Report, seconded by Hoyer. Motion carried (2-0).

#### **Road and road work report:**

Lots of snow removal. No major breakdowns. ABS on tandem is no longer working. Doesn't really affect operations but would be a potential violation. County may be able to fix it. Brian Books culvert repair update: Brian will check on availability of culvert through his sources, otherwise Don M. will purchase from county.

Apparently there have been additional meetings on available funds. The town may want to consider creating a 5-10 year plan in order to be more favorably viewed. 2, 5 and 10 year plans should be reviewed and updated as appropriate on an annual basis.

Blade patching – what is the plan for this year? We do need to continue keeping up with it. Don will be off work March 16-18 and should be ready to return to work by the following Monday. Part-time shop help will step in as necessary for any snow removal or other road needs during Don's absence.

Don ordered the new tractor. August 17, 2022 is the projected build date (in Germany). Not sure what the delivery date will be. There will be additional time to get it set up for operation once it has been received.

#### **Old Business:**

Dump Property Hayfield Update – Tom and Janet (Polski) Blue were the only bidders to hay the small field owned by the Town of Hartland and located next to the Blue's property. There will

## **Hartland Regular Town Board Meeting**

### **March 08, 2022 at 7:00pm**

be a contract prepared for them to sign that outlines what can and cannot be done on the hay land, i.e, no cropping, etc.

Regarding the topic of grants and funding discussed above, Mr. Blue suggested we develop a capital improvement plan to help get more grant money. The Town of Ellsworth may have more information on that. Nelson will reach out to Roger Billeter regarding that.

#### **New Business:**

A draft ordinance in support of broadband expansion was distributed. The draft is based upon a sample provided by Joe Folsom, Pierce County Economic Development, last month. After reviewing the draft, the board determined that more information is needed.

**Correspondence:** None.

#### **Public Comment:**

Larry Gerdes explained the church's concerns with neighboring property in light of the church's upcoming 150<sup>th</sup> anniversary. Neighboring property has a business related dumpster on a residential lot which potentially causes traffic issues and unsightly damage to neighboring properties. Further, that same property has grey water discharge which runs on to neighboring properties. These appear to be code and/or ordinance violations and the county will be contacted to investigate. Lastly, there is concern about the traffic speeds within town limits. Speed limit signs and/or additional enforcement is requested.

#### **Upcoming Events:**

Election is April 5, 2022.

Next monthly town board meeting is April 12, 2022 7:00PM.

Annual meeting April 19, 2022 7:00PM.

Motion was made by Nelson to adjourn the monthly meeting. Seconded by Hoyer. Motion carried. Meeting adjourned at 8:08PM.

Polly Remick – Clerk`

**Agenda for Town of Hartland Regular Meeting  
Tuesday, March 8, 2022 at 7:00 pm**

Review and approve last month's meeting minutes

Approve payment of bills

Financial report

Road report

Old Business

- Update on purchase of new tractor
- Bids for rental of pasture / hay land at dump location
- Local Bridge Inspections

New Business

- Draft Ordinance 2022-01 – Broadband Forward! Town of Hartland

Public Comment

Correspondence

- February Building and Sanitary Permits Report

Adjourn

## **Hartland Regular Town Board Meeting February 08, 2022 at 7:00pm**

The Town meeting was called into session at 7:00PM by Supervisor, Don Acker. Others present: Supervisor, Kurt Nelson, Clerk Polly Remick, Treasurer Cyndi Kern, Road Maintenance Supervisor Don Manore.

The **minutes** of the January 11, 2022 regular meeting were presented by the Clerk. Motion made by Nelson to accept minutes, seconded by Acker. Motion carried (2-0).

**Monthly bills** were presented. Nelson made a motion to accept and pay all bills with exception of the Lakes Gas bill which needs to be checked on by the clerk. Motion seconded by Acker. Motion carried (2-0).

The **Treasurer's Report** showed \$409,684.38 in the checking account. Total funds available \$409,684.38 less equipment outlay of \$72,633.18, road expense of \$158,208.97, Local Recovery Fund of \$45,373.82 and EI Grant of \$400.00 for an adjusted balance of \$133,068.41. A motion was made by Nelson to approve the Treasurer's Report, seconded by Acker. Motion carried (2-0).

### **Road and road work report:**

Don reported that he has been continuing to work on road signs maintenance. Need to purchase more wooden signs. Truck repairs EGR valve, hydraulic line issues, crack on a wing that county welded.

650<sup>th</sup> Street email looking for repair plan. Don M will get something ready. Clerk will forward the email from WIDOT to Don M.

Clerk presented form from county authorizing county to do bridge inspections. Board directed clerk to complete form and return it to the county.

Don M. reported that truck orders are out 1 – 3 years, plus set up time after truck is received.

### **Old Business:**

Don presented the final spec sheet and bid for the new tractor and loader. The cost is \$53,881.51 for new tractor and loader including extended warranty. The trade value of current tractor goes down \$20 per hour used.

### **New Business:**

Information was presented regarding how to increase revenues by either a temporary levy for one year to cover to cost of the purchase. Or, in the case of a permanent increase a special town meeting must be held to discuss a referendum to be ready for election.

After some discussion it was decided to postpone the decision on renting out the hay land until we have time to properly investigate contracts, rental agreements, sealed bid process, etc. Cyndi will do some checking and let Polly know what she finds out. We will discuss again in March.

## **Hartland Regular Town Board Meeting February 08, 2022 at 7:00pm**

Additional poll workers will be added as identified and only scheduled if training is completed in advance of the next election.

BevComm distributed a map showing their existing and proposed fiber optic service areas. The white area on the map shows planned 2022 expansion. BevComm has committed \$2.1M to get the fiber optic lines installed and to every home shown in the white area on the map in 2022. They plan to break ground in June. Fiber optic provides users with super-fast internet and is an upgrade from DSL. Fiber optic includes options for cable TV, internet and phone. ARPA funds can be used and BevComm would appreciate any contribution. All affected existing BevComm customers will be contacted for permission to pull a line up to the house even if the customer doesn't want the service at the time the lines are placed.

Joel Folsom of Pierce County Economic Development explained the finer details of the calculations involved and allowable types of expenses. Both his organization and BevComm would like the town to adopt an ordinance as a broadband forward community which will help future grant applications score better. A sample ordinance document was distributed.

Pierce Pepin has already received some ARPA funding for broadband; \$16M in total construction for FY22-23. Contributing funds to the utilities helps them be more competitive when requesting other funds.

Next meeting March 8, 2022 7:00PM.

Motion was made by Hoyer to adjourn the monthly meeting. Seconded by Acker. Motion carried. Meeting adjourned at 7:54PM.

Polly Remick – Clerk

**Agenda for Town of Hartland Regular Meeting  
Tuesday, February 8, 2022 at 7:00 pm**

Review and approve last month's meeting minutes

Approve payment of bills

Financial report

Road report

Old Business

- Discuss and take action on purchase of new tractor

New Business

- Loan for tractor or other means of adjusting mil rate (info from Phyllis)
- bids for rental of pasture / hay land at dump location
- Adding poll workers
- BevComm Broadband Expansion Grant (Joel Folsom)
- Local Bridge Inspections

Public Comment

Correspondence

- January Building and Sanitary Permits Report

Adjourn

**Hartland Regular Town Board Meeting**  
**January 11, 2022 at 7:00pm**

The Town meeting was called into session at 7:00PM by Chair, Ty Hoyer. Others present: Supervisor, Don Acker, Clerk Polly Remick, Treasurer Cyndi Kern, Road Maintenance Supervisor Don Manore.

The **minutes** of the December 14, 2021 regular meeting were presented by the Clerk. Motion made by Hoyer to accept minutes, seconded by Acker. Motion carried (2-0).

**Monthly bills** were presented. Hoyer made a motion to accept and pay all bills. Motion seconded by Acker. Motion carried (2-0).

The **Treasurer's Report** showed \$409,684.38 in the checking account. Total funds available \$409,684.38 less equipment outlay of \$72,633.18, road expense of \$158,208.97, Local Recovery Fund of \$45,373.82 and EI Grant of \$400.00 for an adjusted balance of \$133,068.41. A motion was made by Hoyer to approve the Treasurer's Report, seconded by Acker. Motion carried (2-0).

**Road and road work report:**

Don reported that he has been working on sign maintenance and a few new signs need to be ordered. Don will switch to GRK screws to deter theft of signs.

Miscellaneous parts and minor repairs are needed on equipment.

The board authorized the purchase of another LP tank for the dump shack.

**Old Business:**

**New Business:**

Don M obtained bids from Frontier, Tractor Central and one other vendor for the new tractor and loader. Frontier and Tractor Central are very close in price.

After some discussion, the board authorized purchase of the tractor and loader from Frontier. Don will make some minor revisions to the specs including the addition of cast wheels. Don will contact salesman from Frontier to revise the bid to match the marked up version, and upon Don M's approval of the bid the order may be placed. Leadtime is about a year to receive the tractor. Motion by Acker, seconded by Hoyer to approve purchase of the new tractor and loader as discussed above. Motion passed.

**Hartland Regular Town Board Meeting  
January 11, 2022 at 7:00pm**

**Public Comment:**

Residents Tom and Jan Blue would like to rent the dump land for cropping hay. The field is approximately 5 acres. Currently Don M. is cutting it and a local resident of a neighboring town has been fertilizing and baling the field. The Blue's would also like to cut the trees along the east line of the field.

Motion made by Hoyer, seconded by Acker to allow the Blue's to rent it for calendar year 2022. They will include a separate check for the land rental with their tax payment.

[Clerk's Note: It was decided after the meeting that the topic of possible rental of the dump hay field was not properly noticed and therefore, the motion above was rendered invalid. This item will be placed on the February agenda so that all interested parties have an opportunity to bid on rental of the field.]

Don A. brought up the issue of taking out a loan to purchase the new tractor. Inflation is making it harder to generate enough revenues to cover all expenses. We are also anticipating significant costs associated with upcoming bridge and road repairs. This item will be put on the February agenda.

**Correspondence:**

Next meeting February 8, 2022 7:00PM.

Motion was made by Hoyer to adjourn the monthly meeting. Seconded by Acker. Motion carried. Meeting adjourned at 7:52PM.

Polly Remick – Clerk



**Agenda for Town of Hartland Regular Meeting  
Tuesday, January 11, 2022 at 7:00 pm**

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Approve payment of bills

Financial report

Road report

Old Business

New Business

- Discuss and take action on purchase of new tractor.

Public Comment

Correspondence

- December Building and Sanitary Permits Report

Adjourn