TOWN OF BRIGHAM

407 Business ID | Barneveld, WI 53507
Phone: (608) 924-1013, ext. 3101 | Web: www.town.brigham.iowa.wi.us

Town Board Meeting Minutes

The Town Board of the Town of Brigham met on Wednesday, January 4, 2023, at the Barneveld-Brigham Municipal Building Meeting Room located at 407 Business ID in Barneveld, Wisconsin.

In attendance were Town Board Members: Chairperson Jason Carden, Supervisor Jeff Zander, and Supervisor Jerry Davis; and Clerk/Treasurer Megan Mieden.

Others in attendance were: Peggy Monson, Larry Monson, Colleen Moore, Chad Moore, Rick Mueller, Jerry Zander, and Dean Oimoen.

1. The meeting was called to order at 6:00 pm by Chairperson Carden.

2. A motion was made by Davis/Zander to approve the Public Notice. Motion carried.

A moment of silence was held for Jeff Jenson, who served the Town of Brigham in the Public Works Department for over 30 years prior to his unexpected passing on December 22, 2022.

3. Approval of Meeting Minutes

    a. A motion was made by Zander/Davis to approve the Town Board Meeting Minutes from December 7, 2022. Motion carried.

4. Public Comments

    - Carden – Directly thanked Dean Oimoen and Rick Mueller for the work they have been putting in at the Town to make sure things are continuing to operate while the Town mourns the loss of Jeff Jenson and works to move forward.

5. Discussion & Possible Action on the following:

    a. Larry & Peggy Monson

    A motion was made by Davis/Zander to accept the Concept Plan, field access as depicted on the map presented, the division of 2 acres from Parcel 004-0170, and the zoning change to rezone the newly created lot from A-1 to AR-1 to include ≈ 18 acres of the remaining property with the AC-1 Agricultural Conservancy overlay district to meet the Town's required density standard, contingent on a Quit Claim Deed combining the 33-acre lot (Parcel 004-0170) with the existing lands. Motion carried.

b. Community Recreation Position through Barneveld School District – Director of Community Education & Recreation

A motion was made by Zander/Davis to table this item. Motion carried.

The Board was tasked with forwarding a list of questions to Mieden by 1/9/2023. The questions would be forwarded to the contact at School for response.

c. Bethel Cemetery – Title Search and Certified Survey Map

The title search that was approved in 2022 has been completed. As expected, Bethel Cemetery sits on lands owned by several different parties. In discussion with Dixie Edge, previous Register of Deeds for Iowa County, it was suggested that a survey be completed on the cemetery so a legal description can be described and a Quit Claim Deed can be provided to each of the property owners, who will (hopefully) quit claim these lands over to the Town.

A motion was made by Zander/Davis to approve moving forward with hiring a surveyor to complete the Certified Survey Map. Motion carried.

Mieden was tasked with reaching out to either John Halverson or KD Engineering to have this completed.

d. Personnel Manual Revisions

Mieden suggested the Personnel Manual should be amended prior to a new hire starting. Suggested revisions will be forwarded to the Board for review and possible action at an upcoming meeting.

6. Update from Clerk/Treasurer

a. 2022 Audit

The 2022 Audit has been scheduled for the week of January 23rd. In-person field work will take place on Tuesday, January 24th.

b. Barneveld Area Rescue Squad Committee

An ad hoc committee has been formed to explore the upcoming staffing needs for the Barneveld Area Rescue Squad. The committee will be meeting within the next 10 days, depending on availability.

7. Voucher and Bank Statement Review

The vouchers and bank statements (from December 31, 2023) were provided for review.

A motion was made by Davis/Zander to approve the vouchers as read and reviewed. Motion carried.

9. Items for future agendas

- Driveway Ordinance
- Personnel Manual

A motion was made by Zander/Davis to move to CLOSED SESSION pursuant to 19.85 (1) (c), Wis. Stats.: Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility – re: Public Works Laborer – Application Review.

Roll Call Vote:

Jason Carden – Yes

Jeff Zander – Yes

Jerry Davis – Yes

Motion carried.

A motion was made by Zander/Carden to return to OPEN SESSION. Motion carried.

8. Discussion & Possible Action on Public Works Laborer – Application Review

No action taken.

10. A motion was made by Davis/Zander to adjourn at 7:22 pm. Motion carried.

Minutes submitted and written by:
Megan Mieden, Clerk/Treasurer