# AGENDA
# TOWN OF BREED REUGLAR MONTHLY MEETING
# TUESDAY FEBRUARY 13, 2024, 7:00 PM
# AT THE BREED TOWN HALL
# 11155 STATE HIGHWAY 32 SURING, WI 54175

Call to Order/Silence Cell Phones
Pledge of Allegiance
Roll Call
Approve Agenda/Establish Order of The Day/Open Meeting Notice Statement
Reading/Approve Minutes of the January 9, 2024, Regular Meeting
Clerk's Correspondence
Treasurers Report
Review and Pay Monthly Bills

- Timm Tax Service Payroll Proposal
- Insurance Coverage
- Code Red
- Discontinue Town Fax Number
- Oconto County Room Tax Commission Appointment
- Public Service Commission Rural Energy Startup Program Grant
- Security Camera Installation
- Road Report
  Chris Hellem's Report
  River Edge Road
  LRIP Central Road Update
  LRIP Nauke Lane
  New Culvert Inventory Mandate
  Agricultural Road Improvement Program
- Recycle Center
  Fencing Repairs/Upgrading, New Signs
  ID Cards
  Fees for Large Items
- Public Comment

Adjournment-Next board meeting Tuesday March 12, 2024, at 7:00 pm

Notice is hereby given that action by the board may be taken on any of the items that are described in this agenda. Posted this 9th day of February, 2024. Chairman Phillip Christenson

## Clerk's Correspondence

## Town of Breed Regular Monthly Meeting

## February 13, 2024

January was a busy month for meeting tax deadlines and training. With the much-appreciated help of Julia Timm, W-2's and W-3's were completed and sent out. Quarterly taxes along with 1099's and other forms were submitted to the IRS and DOR. Once again, a huge thank you to Julia for answering all the various questions I could come up with.

I've completed the Municipal Clerk Core Training with the Wisconsin Elections Commission (WEC) and the certification for using WisVote. They take elections and election security very seriously. There's a lot of training on specific topics that need my attention yet. I'm still working with Kim Pytleski, the county clerk, to set up a training day at the town hall. I will also be working individually with those whose schedules may conflict with the group training day. For those who expressed interest in helping with elections, you will get the training required for the role you want. Spring Primary is April 2nd.

The 7 Towns meeting was on January 17th. Numerous speakers from county agencies gave reports on emergency management for the county, economic tourism, getting high speed internet to all our area, recycling center fees, etc.

I attended the Anderson Lake District meeting on January 22 at Oconto which was very informative. Kim gave a presentation beforehand of proper board meeting procedures and minute taking. The Anderson Lake District board members are passionate about the health and proper management of the lake. They have some good ideas moving forward with respect to grants, lake health monitoring, fish stocking, and boat landing traffic.

WTA hosted a district meeting at Carter on the 27th that Tim Mitchell and I attended. They focused on the Agricultural Road Improvement Program(ARIP), gave an update on Shared Revenue Program, the Small Bridge/Culvert program, and gave Board of Review certification training.

John Koskinen, economist from the DOR and Jayme Sellen, director of Tourism and Economic Development Corp. of the Oconto Region (formerly OCEDC) gave a presentation of the economic health of Oconto County in comparison to neighboring counties, states, and the nation. Oconto Co. has a lot of positives with low unemployment numbers, record high jobs in construction, low cost of living and more. The Town of Breed members made the front page of the Times Herald.

Kristen Telford, Clerk, Town of Breed

# Timm Tax Service

Julia Timm
9942 S Branch Rd
Suring, WI 54174
920-842-4211
timmtax@outlook.com


January 19, 2024

Phil Christenson

Chairman, Town of Breed,

Phil,

As we discussed yesterday. I am offering to help keep town expenses down, by offering to prepare payroll and all reports associated with payroll (paystubs (no checks), quarterly reports (as required by IRS, State of Wisconsin, Unemployment), Annual reports (w-2's, etc).

My fee would be $90 for the year.

Thank you for your consideration.

Julia Timm

PUBLIC SERVICE COMMISSION
RURAL ENERGY STARTUP PROGRAM

I applied for a grant through the Public Service Commission for upgrading our heating/cooling equipment and all our lighting.

The grant has a limit of $75,000.00 with no match.

To upgrade out 20-year-old heating/cooling units approximately $41,000.00.

To upgrade our 74 lighting fixtures to new LED units approximately $20,272.00

With a total cost of $61,272.00 total grant request $61,300.00

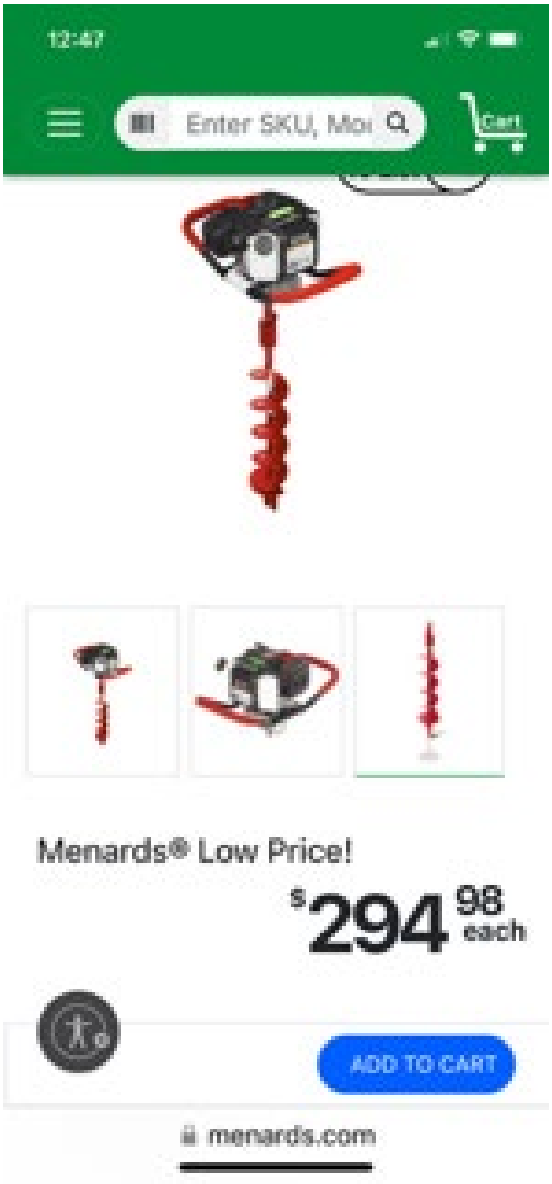
The paperwork has been submitted and the review process has started with anticipated grant award sometime this spring.

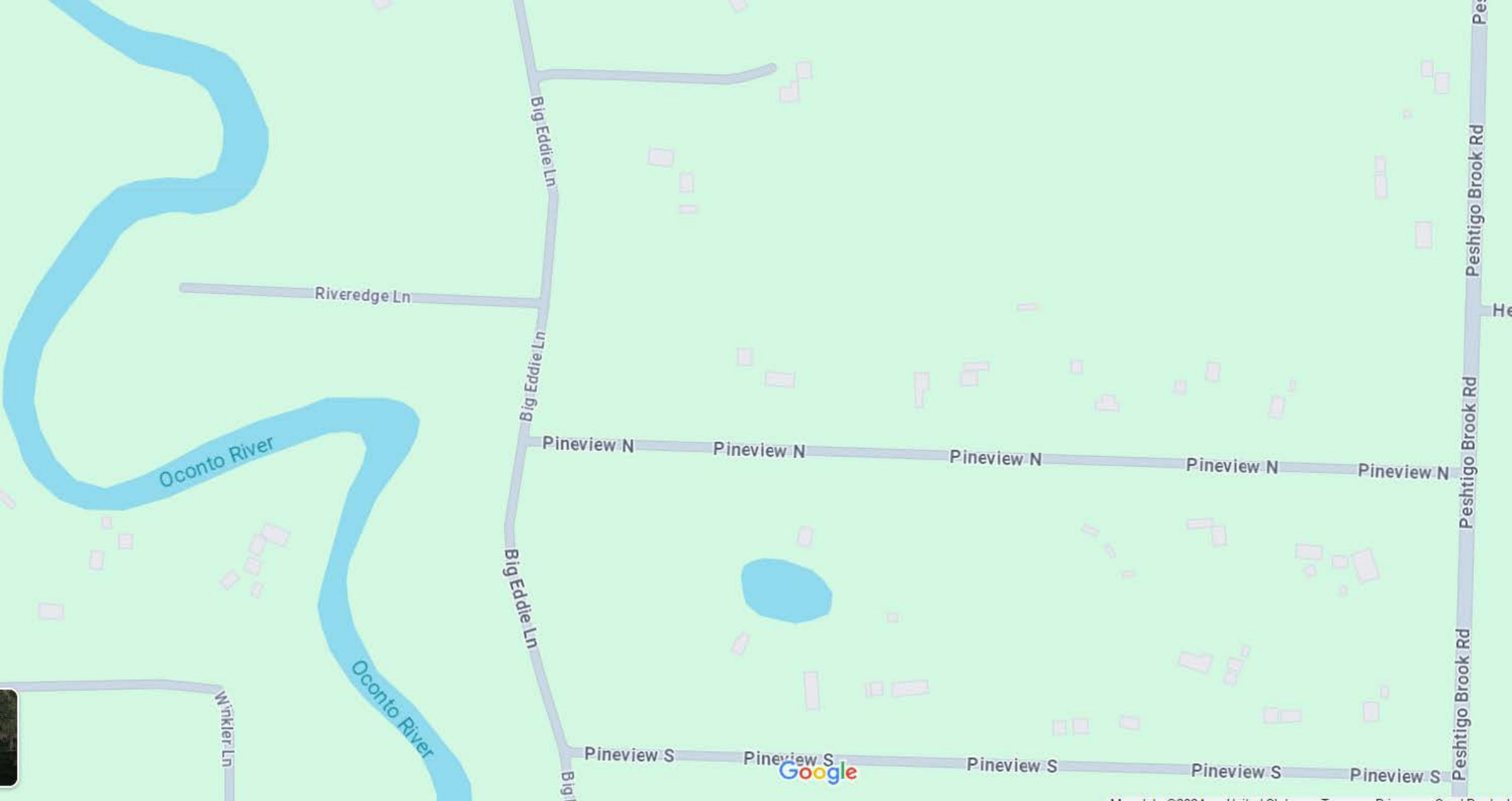
# Road Maintenance Report

## *December and January*

- 12/3..... 2" snow: plowed Recycle Center and Town Hall
- 12/18..... filled pot holes with gravel on Spreeman, Wendt, Nauke, High Bank, Stage Coach, S. Pineview
- 1/1/24.... installed new street sign at Robenhorst LN. Filled more pot holes on Nauke. Cut overhanging branches on Robenhorst
- 1/13..... 7" snow: plowed Recycle Center and Town Hall
- 1/29..... filled pot holes with gravel on Hill Rd (east) and Bonita
- 1/31..... more pot holes on Nauke, Hill Rd, Logan Rd.
- 1/31..... installed new street signs at following locations:
    - E Lake LN @ Moody Circle
    - Bonita Rd @ Weso Creek
    - Logan Rd @ Nauke LN
    - Nauke LN @ Robenhorst Rd
    - Anglers Way @ Peshtigo Brook

END OF REPORT


12:47
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Big Eddie Ln
Big Eddie Ln
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Pineview N
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Pineview N
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Oconto River
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Winkler Ln
Pineview S
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Google

# WisDOT Small Bridge/Culvert Program
# Local Government Inventory Collection Indication Form

As provided in the 2023-25 Wisconsin State Budget, the State of Wisconsin will begin a program in 2024 to inventory and assess small local bridges and culverts that have a span between 6 and 20 feet. The first phase of the program is the **inventory phase**, where each local government is responsible for locating and identifying qualifying structures. There are three options discussed below that local governments can choose from to accomplish the inventory phase. The second phase of the program will involve inspecting the identified structures to assess condition. The condition information can then be used to help determine reconstruction and repair needs. Towns, cities without certified bridge inspectors, and villages will not be responsible for the second phase. Further information on assessment and inspection is forthcoming.

The inventory phase requires each local government to collect 14 data points. Data collection for the inventory phase can be performed by individuals who have no prior experience with structures, and they do not need to be a certified bridge inspector. Each local government will be reimbursed $100 per structure inventoried between 6 and 20 feet in span. Keys to the inventory phase include:

- The Wisconsin Department of Transportation (WisDOT) will provide a "checklist" to guide those who collect the data.
- The bridge/culvert inventory should be commenced as soon as possible in 2024 as this phase of the program must to be completed no later than December 31, 2024.
- **Local governments can accomplish the** small bridge/culvert inventory phase using one of three methods:
    1. Using workers from their own staff.
    2. Contracting with their respective county.
    3. Contracting with a private vendor.

**LOCAL GOVERNMENTS MUST DECIDE WHICH METHOD AND COMMUNICATE THEIR CHOSEN OPTION TO YOUR COUNTY HIGHWAY COMMISSIONER AND EITHER THE LEAGUE OF WISCONSIN MUNICIPALITIES (FOR CITIES AND VILLAGES) OR THE WISCONSIN TOWNS ASSOCIATION (FOR TOWNS) ON OR BEFORE APRIL 15, 2024 USING THE FORM BELOW.**

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Circle one: (City/Village/Town) of _____, _____County

For the Small Bridge/Culvert 6-20ft Program - Inventory Phase, our local government will utilize (check selection below), for the data collection:

☐ We will utilize our own staff to collect and input data on the 6-20ft bridges and culverts in our jurisdiction.

☐ We will have our county highway department collect and input data on the 6-20ft bridges and culverts in our jurisdiction.

☐ We will hire a private vendor to collect and input data on the 6-20ft bridges and culverts in our jurisdiction.

_____

*Please sign above – Authorized Local Government Official*

# 2023 RECYCLE CENTER
# EXPENDITURES & RECEIPTS

## EXPENDITURES:

| | | | |
|---|---|---|---|
| GFI | $39,187.24 | | |
| WAGES | $6,131.29 | | |
| LP TANK | $150.00 | | |
| TIRE PICK-UP | $2,196.38 | TIRE PICK-UP | $2,196.38 |
| LOGISTICS PICK-UP | $2,110.92 | LOGISTICS | $2,110.92 |
| TOTAL | $49,775.83 | TOTAL | $4,307.30 |

## RECIEPTS

| | | |
|---|---|---|
| REVENUE | $2,223.13 | REVENUE INCLUDES TIRE/TV'S |
| METAL | $1,196.74 | $2,223.13- |
| TOTAL | $3,419.87 | $4,307.30 |
| | | TOTAL $2,084.17 DEFICIT |

ENDING BALANCE $46,355.96

2023 BUDGET FOR RECYCLE CENTER $35,000.00

DEFICIT OF $11,355.96

2024 PROPOSED RECYCLE CENTER BUDGET $70,000.00

$70,000.00-
$46,355.96
$23,644.04 APPROXIMATELY LEFT OVER FOR REPAIRS/UPGRADES WITHOUT FEES FOR LARGE ITEMS.