AGENDA
TOWN OF BREED REGULAR MONTHLY MEETING
TUESDAY MARCH 12, 2024, 7:00 PM
AT THE BREED TOWN HALL
11155 STATE HIGHWAY 32 SURING, WI 54174

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 February 13, 2024, Regular Meeting
Clerk's Correspondence
Treasurer's Report
Review and Pay Monthly Bills

- Suring Area Public Library Report, Jill Trochta
- Board Approval of Planning Commission Members
- Road Report
  Chris Hellem's Report
  Central Road LRIP Update
  Agricultural Road Improvement Program Information
  Equipment Purchase (small chainsaw, grinder)
  Emergency Lightbar for Town truck
- Recycle Center
  Recycle Committee Update
- Public Service Commission Grant Update
- Audit Update
- Public Comment

Adjournment-Next Board Meeting Tuesday April 9, 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 on this 8th day of March 2024. Chairman Phillip Christenson

Town of Breed Regular Board Meeting Minutes

Tuesday February 13th, 2024

The Town of Breed Regular board meeting was called to order at 7:00pm on Tuesday February 13th, 2024, by Chairman Phil Christenson.

The pledge of allegiance was said.

At roll call, all members were present. Chairman Phil Christenson, Supervisors Mark Quandt and Tim Mitchell, Treasurer Ethel Firgens, and Clerk Kristen Telford.

In attendance were 13 electors and 3 visitors.

A motion to approve the agenda was made by Christenson, seconded by Mitchell. Carried.

Clerk's correspondence was given briefly describing the status of upcoming training for the elections, clerk training taken, town taxes, recent meetings and their content.

Ethel Firgens gave the treasurer's report on the expenditures and receipts, checking, money market, and interest for the month of January 2024. The Town of Breed records match what the bank had on record with the exception of one check. The bank statement had it listed as both uncleared and cashed at the same time. The discrepancy was discovered and accounted for. A motion to approve the treasurer's report was made by Christenson, seconded by Quandt. Carried.

Monthly bills were presented to the Board for review. Explanations were made of the amounts for some contracted services. Motion to approve the monthly bills was made by Christenson, seconded by Mitchell. Carried.

Timm Tax Service submitted a proposal offering to do the Town of Breed's taxes and payroll for $90 per year. Motion was made by Christenson, seconded by Quandt to accept the proposal from Timm Tax Service for the $90/year offered. Approved.

There was discussion about insurance coverage on the inside of the town hall, employee dishonesty coverage, and the town lawnmower. A motion was made by Christenson, seconded by Mitchell to move forward with added coverage for these mentioned items. Approved.

For anyone wanting to sign up for emergency alerts with the Code Red system, three options were given: Enroll on the Oconto County website Code Red Alert, download the nationwide Code Red App to your smart phone, or sign up with Jon Spice (Emergency Management Director) to receive a phone call in a Code Red Event, if you have no internet.

Discussion was made on removing the fax number for the Town of Breed since it had been in disuse for some time but was still being paid for. A motion to discontinue the town fax number was made by Christenson, seconded by Quandt. Approved.

A motion to appoint Ahren Telford to represent the Town of Breed in the Room Tax Commission was made by Christenson, seconded by Mitchell. Approved.

The application to the Rural Energy Startup Program to upgrade and replace the heating system and lighting at the townhall had been submitted.

The security system for the townhall arrived. Volunteers are needed for installation. Phil, Brent, Dan, Ahren, James, and Jesse volunteered to install on February 17th.

Chris Hellem gave a visual road report of the work done this month managing potholes, driving posts, etc. The need for a powered post hole digger was discussed. An example of an Earthquake brand post hole digger with a 6" auger for $294.98 was displayed. A motion to approve the purchase of that post hole digger with auger and extended warranty was made by Christenson, seconded by Mitchell. Approved.

A question about cabling off River Edge Ln to stop ATVers from tearing it up was brought to attention. Putting up a dead-end sign to deter them will be looked into.

Updates on the Central Rd LRIP were given. Engineering approval was still needed before funds will be reimbursed.

Progress is still being made getting Nauke Rd approved for LRIP grant.

The Town of Breed is mandated by the DOT to do inventory on all culverts/bridges 6-20ft in diameter within our town. The County will inventory and be responsible for inspecting the Town of Breed's bridges which will fall under our contract with the County. The town has the option to inventory our own culverts with town personnel. A majority vote was taken for a motion to approve the use of town personnel to take inventory of town culverts. 3 ayes. Passed.

The ARIP program was discussed, upgrading agricultural roads to a non-weight limit level. This will be revisited for further discussion.

A recycling center report was given highlighting budget shortfalls from 2023. Discussion about fees for larger items (furniture, mattresses) was touched upon. A committee of town residents (Dan, Mark, and Pat) agreed to look into fencing costs and designs for the recycling center, fees for large items, and ID cards or stickers for use of the recycling center.

There was no public discussion and no closed session.

Motion to adjourn the meeting by Mitchell, seconded by Quandt until the next meeting on March 12, 2024 at 7:00pm. Carried. Meeting adjourned at 8:33pm.

Unapproved Minutes

Kristen Telford Clerk, Town of Breed

Clerk's Correspondence

Election activities are ramping up for the April 2nd Primary. The Wisconsin Elections Commission has done many updates for this election cycle. They've changed their learning platform from "The Learning Center" ,as many past election workers are familiar with, to "ElectEd". Although similar, it has facets to learn and adjust to. Thank you to all our poll workers who have braved the new system and have taken training sessions. I will help anyone who may be unfamiliar with this method of training. Once you get the hang of it, it is easier than you think. The ElectEd website has many crucially informative videos on duties surrounding election day.

A group election training day has been scheduled to coincide with our public test of our voting tabulator. It is March 26th at 9:00am until 11:30am. Kim Pytleski will conduct the test and walk us through election day procedures as well as end of day activities. Hope everyone can make it.

The WEC is also gently directing clerks and municipalities to use their WisVote system of recording voter data. A person needs to be certified to enter data into this system through WEC training courses to ensure quality and accuracy of data. I have been certified and have already started using the system for our municipality.

Quickbooks has been purchased. I am still learning how to use this accounting system. I am hoping it helps to streamline our budgeting processes and make it easier to keep track of expenditures and receipts.

Timm Tax service has been doing a great job with providing payroll and documentation. Thank you.

Summary of Illnesses and Injuries, 2% Fire Dues, and Recycling Grant paperwork have been reported.

There is installation of high-speed internet scheduled throughout 2024-2025 for our area by Spectrum and Charter Communications, possibly other providers as well. This means that areas not serviced with fiber optic cable may have it installed across their property. Some of the GIS photos from the county do not reflect accurate road right of way or property boundary lines. The county is actively fixing this discrepancy by manually marking these boundaries. The northern sections of the Town of Breed have already been "fixed". They started at the north sections and plan on working their way south.

Kristen Telford

Clerk

Town of Breed

FEBRUARY 2024 RECEIPTS PESHTIGO BANK

Receipt No.	Date			
4089	1/31/2024	State of Wisconsin - DNR-PILT Payment	$	7,703.36
4090	2/1/2024	Pat Le Blanc - Landfill Revenue	$	28.00
4091	1/4/2024	Corey & Karen Bialick - Rent of Hall	$	50.00
4092	1/12/2024	4 ALL Structures LLC - Rent of Hall	$	50.00
4093	1/15/2024	Link Media Services LLC - Delinquent Personal Property Taxes from 2022	$	44.77
4094	2/15/2024	Money Market- Tax Collections - Overpayment of Taxes	$	523.10
4095	2/15/2024	Money Market- Tax Collections - Dog Tax Licenses	$	243.00
4096	2/15/2024	Money Market- Tax Collections - Tax Money Transferred from Money Market Account	$	646,332.10
4097	2/23/2024	Oconto County - Trust and Interest Collected $50.00 + $6.00	$	56.00
4098	2/29/2024	Peshtigo National Bank - Interest paid on Checking Account	$	105.09
		Total for February	$	655,135.42
		Total for the Year	$	932,282.36

PESHTIGO NATIONAL BANK MONEY MARKET

2/1/2024	Beginning Balance	$	916,500.04
2/2/2024	Deposit Tax Money	$	44,661.50
2/5/2024	Deposit Tax Money	$	6,542.38
2/12/2024	Chargeback	$	1,551.99
2/15/2024	Withdrawal Overpayment of Taxes	$	523.10
2/15/2024	Withdrawal Tax Money	$	646,332.10
2/15/2024	Withdrawal Dog Licenses Money	$	243.00
2/29/2024	Interest	$	1,500.67
2/29/2024	Ending Balance	$	320,554.40

2/1/2024	Balance On Hand	$	57,261.22
	Receipts for February 2024	$	655,135.42
	Total on Hand	$	712,396.64
	Expenditures for February 2024	$	672,577.38
2/29/2024	Ending Balance	$	39,819.26

Board of Commissioners of Public Land - Loan $ 326,500.27

ETHEL FIRGENS, Treasurer

EXPENDITURES FEBRUARY 2024 PESHTIGO BANK

Check No.	Date			
2306	2/5/2024	Sean Ehsani - Overpayment of Taxes	$	290.90
2307	2/5/2024	Nathan Morgan - Overpayment of Taxes	$	108.53
2308	2/5/2024	Francis Schiltz - Overpayment of Taxes	$	123.67
2309	2/7/2024	Village of Suring - Spring Fire Inspections	$	171.00
2310	2/7/2024	Oconto County Highway Dept. - Snow, Signs, Drainage Repair 12-3-23 to 12-31-23	$	7,099.92
2311	2/7/2024	GFL Environmental - Garbage, Recycling, Hauling	$	1,394.47
2312	2/7/2024	Timm Tax Service - Prepare & File W-2;W-3; WT1	$	30.00
2313	2/7/2024	Board of Commisssioners of Public Lands Principal $34,821.39 Interest $12,680.87	$	47,501.26
2314	2/7/2024	Village of Suring - First 1/2 Fire Contract	$	18,101.86
2315	2/7/2024	City of Gillett - 2024 Joint Court Fee	$	150.00
2316	2/7/2024	Suring Area Public Library - 2024 Library Services	$	12,081.00
2317	2/7/2024	Gillett Ambulance - 2024 Contract	$	22,493.97
2318	2/7/2024	R&R Assessing - Monthly Payment	$	1,440.00
2319	2/8/2024	Martins Junction - Gasoline 15.72 gal@2.89	$	45.57
2320	2/8/2024	Mountain Hardware - Treated Posts	$	94.14
2321	2/15/2024	NWTC - February Tax Settlement	$	34,471.25
2322	2/15/2024	Chute Lake Rehab. - February Tax Settlement	$	46.63
2323	2/15/2024	Suring School District - February Tax Settlement	$	310,515.48
2324	2/15/2024	Oconto County - February Tax Settlement	$	202,900.61
2325	2/20/2024	Patrick LeBlanc - Landfill Caretaker - 38 Hrs@$13.00 $494.00-30.63-7.16	$	456.21
2326	2/15/2024	Oconto County Treasurer - PILT Payment	$	2,384.64
2327	2/15/2024	Suring School District - PILT Payment	$	3,702.54
2328	2/15/2024	NWTC - PILT Payment	$	411.03
2329	2/15/2024	Martins Jur $18.00	$	45.93
2330	2/15/2024	Oconto County Clerk - 2024 Dog License Settlement	$	227.75
2331	2/15/2024	Suring Auto & Hardware - Salt, Gloves, Screws,& Hardware	$	124.59
2332	2/20/2024	Chris Hellem - Tractor Hours 2.9 hrs@30.00	$	87.00
2333	2/20/2024	Kristen Telford - Supplies, Meetings, Mileage	$	375.91
2334	2/20/2024	Mark Quandt - Brushing 2 hrs.@$13.00	$	26.00
2335	2/20/2024	Ethel Firgens - Supplies, Meetings, Banking, Dog Licenses	$	421.24
2336	2/20/2024	Wisconsin Public Service - Hall and Street Lights Hall $266.58 Street $145.12	$	411.70
2337	2/20/2024	Century Link - Phone Bill	$	154.19
2338	2/20/2024	Phillip Christenson - Part of Salary - $1,021.11-252.11-63.31-14.81-98.40	$	592.48
2339	2/20/2024	Tim Mitchell - Part of Salary $686.92-42.59-9.96	$	634.37

2340		VOID	
2341	2/20/2024	Ethel Firgens - Part of Salary $1,021.11-63.31-14.81	$ 942.99
2342	2/20/2024	Mark Quandt - Part of Salary $686.00-42.59-9.96	$ 634.37
2343	2/20/2024	Kristen Telford - Part of Salary $1,485.26-219.86-92.09-21.54-99.40	$ 1,052.87
2344	2/20/2024	Chris Hellem - Town Worker 19Hrs.@$18.00 $342.00-34.20-21.20-4.96	$ 281.64
2345	2/23/2024	Menards- Post Digger and Auger	$ 362.09
2346	2/23/2024	Chris Hellem - Town Worker December 2023 Wages 44 Hrs.@ $18.00$342.00-34.20-21.20-4.96	$ 118.58
2347	2/23/2024	Chris Hellem - 2.3 Hrs.@$30.00 Tractor	$ 69.00
		Total for Month	$ 672,577.38
		Total for Year	$ 892,463.10
		Balance	$ 39,819.26

Ethel Firgens Treasurer

ROAD MAINTANENCE REPORT

FEBRUARY 2024

- **Posted “Weight Limit” signs**
- **Removed garbage dumped on Hill Rd (east)**
- **Removed sod/dirt from lawns on East Anderson Dr due to County snow plow damage**
- **Completed culvert inventory**
- **Measured and marked dividing line on Hill Rd and Peshtigo Brook for purpose of maintenance**
- **Brushed out Peshtigo Brook on north end (east side)**
- **Brushed out quadrants Peshtigo Brook & N Branch**
- **Brushed out Cedar Valley LN on west end (north side)**
- **Brushed out bad spot on River Rd south of Cedar Valley LN**
- **Brushed out bad spot on Hill Rd west of Zaddock LN**
- **Brushed out quadrants Nauke LN and Robenhorst**
- **Brushed out the inside curve on Nauke on south end continuing north approx. 250 yards (more to do)**
- **Brushed out bad spot on Logan between Harris Rd and the river (north side)**
- **Removed garbage dumped on Nauke (hot tub cover)**
- **Inspected addtl piles sod/dirt on E Anderson. (These were caused by residence plowing with ATV’s other)**


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