September 21, 2023 Town of Dewey Board Meeting
Note: These are the proposed Minutes that will be approved at the next Board meeting.

Minutes
Wednesday, September 21, 2023
430 Dewey Drive-Stevens Point WI 54482

Call to Order: Meeting was called to order by Chairman King at 6:30 pm, the Pledge of Allegiance was recited.

Verify Open Meeting Notice & Roll Call: Open meeting notice was verified. Chairman Maurice King, Supervisor Dennis Hintz, Supervisor LeRoy Pukrop, Clerk Angela Lochinger and Treasurer Josie Napiwocki were present. 4 Town Residents\Visitors.

Approval of Minutes from the meeting of August 21, 2023 and August 28, 2023: Supervisor Hintz motioned to approve the August 21, 2023 Minutes as presented, with the addition of the dollar amount of TRIP funds available under the agenda item 'Choice of updated option for Torun Road road work project.' Supervisor Pukrop seconded. Motion passed 3-0.

Supervisor Pukrop motioned to approve the August 28, 2023 Minutes as presented. Supervisor Hintz seconded. Motion passed 3-0.

Citizens wishing to address the Town Board: None.

Supervisor Comments/Concerns: Supervisor Pukrop reported that the fire engine recently purchased from Park Ridge is fully lettered and has passed a pump test.

Proposals for Garbage/Recycling Collection Service: The current Garbage & Recycling contract with Harter's is set to expire at the end of the year. The board reviewed two 5-year proposals: Waste Management provided a proposal of $28.95 per month per person, and Harter's Fox Valley Disposal provided a proposal of $19.50 per month per person. If fuel exceeds $4.00 per gallon, Harter’s fuel surcharge shall increase by 1% for every ten-cent increase in fuel prices. Both proposals' rates are good for one year, with an annual CPI increase after that.

Supervisor Pukrop motioned to accept the proposal from Harter’s Fox Valley Disposal. Supervisor Hintz seconded. Motion passed 3-0.

USDA Rural Economic Development Loan through Central Wisconsin Electric Cooperative: Treasurer Napiwocki provided updates on pursuing a USDA Rural Economic Development Loan through Central Wisconsin Electric Cooperative at 0% interest for 10 years. She shared a list of required items for the loan application and emphasized that the project cannot begin until two conditions are met: 1) an application is on file with their office; 2) the environmental process has been cleared by Rural Development. If a project is started before these are met, the project is ineligible for the REDLG program or other federal financing. This means we cannot secure funding for the new truck chassis and equipment, as the board has already signed a purchase contract. We can still apply for the loan for road or other projects.

Treasurer Napiwocki also noted that the loan application process may be slow, possibly taking up to a year to complete, which may not align with our timeline for starting the Torun Road project. We wouldn't be able to initiate the project until the loan is approved, also noting the loan is specific to a project.
Supervisor Pukrop asked if we are obligated to accept the loan if approved. Chairman King expressed concern about the challenges and potential cost increase associated with the environmental clearance process required for the road project by Rural Development.

Supervisor Hintz motioned to gather more information about the environmental process and to pursue at a later date. Supervisor Pukrop seconded. Motion passed 3-0.

Update on other financing options for new truck and equipment: Treasurer Napiwocki shared loan interest rates: a current rate of 6.25% from Nicolet National Bank, with a note that rates are expected to decline in 2024; 5.50% from The International Bank of Amherst (as of August); and a current rate of 5.75% from the State of Wisconsin Board of Commissioners of Public Lands (BCPL). Chairman King also mentioned that once a loan is approved by the BCPL, we have only 4 months to spend the money, so it's better to apply for the loan closer to when we need it. He also contacted the USDA, which has a total of $600,000 in the loan fund. This option is available only if you can't secure a loan through other means. The maximum amount you can receive from this source is $50,000.

Update on the purchase orders for the new truck and equipment: Chairman King mentioned that due to the toolbox's size, they will need to place the batteries under the seat. Additionally, they added serrated, abrasive steps to the truck. He also noted that we will pay for the chassis when they receive the truck on the lot, eliminating a $1,000.00 "lot fee."

Update to the Town of Dewey Yard Waste/Brush Disposal Policy: Chairman King provided an updated copy of the Town of Dewey Yard Waste/Brush Disposal Policy. The old policy listed former Supervisor Dennis Meis' phone number as a contact, which has now been changed to contact the Town of Dewey garage to verify whether the gate to the property is open.

Supervisor Pukrop motioned to approve the updated Town of Dewey Yard Waste/Brush Disposal Policy as presented. Supervisor Hintz seconded. Motion passed 3-0.

Changes to the Town of Dewey Fee Schedule (dog license fees): Treasurer Napiwocki explained that the County has

increased their dog licensing fees, which means we also need to raise our fees accordingly. The board discussed the following fee changes:

Dog License Fees FROM: TO:
All dogs over five (5) months of age are required to be licensed.
Male Neutered $11.00 $13.00
Female Spayed $11.00 $13.00
Male Not Neutered $21.00 $23.00
Female Not Spayed $21.00 $23.00
Multiple Dog License up to 12 dogs (additional dogs $10.00 each) $78.00 $83.00
Late Fee - If paid after April 1 $10.00 per dog $10.00 per dog

Supervisor Hintz motioned to make the changes to the dog license fees as presented to the Town of Dewey Fee Schedule. Supervisor Pukrop seconded. Motion passed 3-0.

Changes to the Town of Dewey Spending Authorization Policy to address the "Purchasing Limit" authorization of the Town Chairperson in a disaster declaration situation: Chairman King discussed a question that arose while reviewing the Local Emergency Response Guide: what spending limit should the town chair have in an emergency? According to our Town's Spending Authorization Policy, the town chairperson can spend up to $2,500 on an individual purchase before seeking approval from the Town Board. However, the policy doesn't specify a spending limit during a disaster declaration. Supervisor Pukrop motioned to update the Town of Dewey Spending Authorization Policy as follows: to set the "Purchasing Limit" to $10,000.00 for the Town Chairperson's authorization during a disaster declaration situation. Supervisor Hintz seconded. Motion passed 3-0.

Local Emergency Response Guide: Chief Lepper explained that after discussions with Chairman King, the fire department, and input received during the Local Emergency Response Guide Workshop (where town board and fire department members worked together), he has finished the guide and thinks it's ready to send to the Portage County Emergency Management Department. He suggested we review and make any necessary updates to the guide annually.

Supervisor Hintz motioned to forward the Local Emergency Response Guide to the Portage County Emergency Management Department. Supervisor Pukrop seconded. Motion passed 3-0.

Authorizing the sale of the 1984 fire truck: Supervisor Pukrop talked to a mechanic for the fire department who said the market for this type of truck is not doing well. He also suggested they get the truck weighed for scrap to get a baseline price. Supervisor Hintz said that the Portage County Highway Department has trucks appraised and then sell them through Wisconsin Surplus.
Chief Lepper asked if the money from selling the truck would go back to the fire department's budget, which the town board agreed it would, and he requested the town board authorize the fire department to sell the truck for the highest possible amount.

Supervisor Pukrop motioned to authorize the fire department to sell the 1984 fire truck for the most money they can get. Supervisor Hintz seconded. Motion passed 3-0.

125/50 celebration for the town and fire department: In 2024, the Town will celebrate its 125th anniversary, coinciding with the 50th anniversary of the fire department. Chief Lepper explained that a committee comprising town board and fire department members, along with a town resident, has been formed to organize the celebration for next year.

Items for the Town Newsletter: The board discussed the content they want to include in this year's annual newsletter, which is sent out with tax bills.

Report on Cyber Security Seminar: Treasurer Napiwocki and Chairman King attended a Cyber Security Seminar hosted by Nicolet National Bank. Representatives from the FBI, Dirks Group (I.T.), M3 Insurance, and Nicolet National Bank were present. Topics discussed included email compromise, multi-factor authentication, password security, cyber insurance, and check safety.

Chairperson's Report on town work and activities: Chairman King reported receiving a question about a holding tank deposit, and upon investigation, he found that it was returned in 1989. He has also been working on submitting the road certification and maintenance reports to the State. The Sterling had repairs done to the box, culvert installations and ditching work is completed on Birch Drive, and some roads have been graded.

Clerk/Treasurer Reports for August: The board reviewed the August Treasurer and Clerk reports, and August's reports balanced.

Supervisor Pukrop motioned to accept the Treasurer and Clerk reports as presented. Supervisor Hintz seconded. Motion passed 3-0.

Correspondence: The board reviewed correspondence.

Set Meeting Dates & Agendas: The next Town Board Meetings are scheduled for Wednesday, October 11, 2023 at 6:30 pm and Wednesday, October 25, 2023 at 6:30 pm at the Dewey Town Hall.

Approve and Pay Bills: Supervisor Pukrop motioned to approve and pay the bills. Supervisor Hintz seconded. Motion passed 3-0.

Adjournment: Chairman King adjourned the meeting at 8:52 pm.