Town of Elba
Regular Monthly Town Board Meeting Minutes
Tuesday May 21, 2024, at 7:30pm

The regular monthly board meeting was called to order on Tuesday May 21, 2024, at 7:30 pm by Chairman Nate Pollnow. Supervisors Paul Walz and Peter Larson, Treasurer Patti Inglett, and Clerk Lori Koenig-Fry were present. 11 members of the public were also present.

The Pledge of Allegiance was recited.

Adopt Agenda: Motion by Supervisor Larson to adopt the agenda for Tuesday May 21, 2024. Seconded by Supervisor Walz. All in favor. Motion carried.

Approval of Minutes: Motion by Supervisor Larson to approve the Tuesday April 16, 2024, Town Board meeting minutes. Seconded by Supervisor Walz. All in favor. Motion carried.

Public Comment: Resident Jane Parpart asked if the US Flag in front of the Town Hall could be replaced before Monday, Memorial Day. Supervisor Walz stated that he has a replacement and will get it replaced, it was storming after last month's meeting, and he had not had another chance. Supervisor Larson stated that he could replace it on Saturday.

Dodge County Sheriff's Report: None.

Reports from Town Officials:
Town Clerk: Clerk Koenig-Fry presented the expense report, disbursements being a total of $10,662.98, was presented. The normal monthly expenses for utilities are shown. The second half the assessor agreement in the amount of $3,699.13. The invoice from Fiddlers Green did include two trips on election day for snow removal as well as pothole repairs. Supervisor Walz asked if the initial payment for ditch mowing was issued, Clerk Koenig-Fry confirmed that Prideworks first installment was paid in March. Motion by Supervisor Walz to approve the expenses for May 21, 2024, as presented. Seconded by Supervisor Larson. All in favor. Motion carried. Other Clerk business: none.

Town Treasurer: Treasurer Inglett presented the Treasurers report showing a beginning balance of $162,279.32, deposits in the general account in the amount of $12,661.36, which includes interest, shop rent, "lottery credit" April settlement, and dump sales. For an ending balance in the general account of $164,277.70. The Real Estate account has a beginning balance of $4,831.65, interest applied of $1.62, for an ending balance of $4,833.27. The LGIP accounts had interest applied in the amount of $226.23, for an ending balance of $51,575.49. Clerk Koenig-Fry advised that the changes in the LGIP account will be reflected in the May statement as the request was made after the first of the month. Supervisor Walz made a motion to approve the treasurer report of May 21, 2024. Seconded by Supervisor Larson. All in favor. Motion carried.

Plan Commission Chairperson: Chairperson Parpart stated that the Planning Commission just had a public hearing and meeting regarding the minor land division request and conditional use permit from Thomas and Margert Agnew. The Plan Commission is making an approval recommendation in both instances. Chairperson Parpart stated that there was a joint discussion of the Town Board and Planning Commission to come up with a plan to review the Comprehensive Plan and make recommendations.

County Board Supervisors: John Kraus: None, **Steve Kauffeld**: None

Elba Sanitary District #1: None

Town Chairman Pollnow: Chairman Pollnow stated that he cleaned up a tree on Poser Road.

Town Supervisor Walz: None

Town Supervisor Larson: Supervisor Larson stated that there is a headstone going in at Bethel Cemetery this week, he also attended the EMS and Fire meetings, and both were uneventful.

New Business:

Minor Land Division: Supervisor Walz stated that the new proposal followed all of the recommendations from the previous meeting and it follows all of the Town's rules and regulations Supervisor Walz made motion to make an approval recommendation to Dodge County for the Minor Land Division request from Grothman & Associates, agent for Thomas and Margaret Agnew to allow for the creation of an approximate 4.2-acre nonfarm single family residential lot within the A-1 Prime Agricultural Zoning District. The property is located along the south side of Breyer Road in part of NE ¼ of the NW 1/4, Section 14, Town of Elba, approximately 1200 feet west of the intersection of Breyer Road and County Road T. Supervisor Larson seconded. All in favor. Roll call vote. Paul Walz – Yes, Peter Larson – Yes, Nathan Pollnow – Yes. Motion carried.

Conditional Use Permit: Supervisor Larson made a motion to make an approval recommendation to Dodge County for the Conditional Use Permit request from Grothman & Associates, agent for Thomas and Margaret Agnew to allow for the creation of an approximate 4.2-acre nonfarm single family residential lot within the A-1 Prime Agricultural Zoning District. The property is located along the south side of Breyer Road in part of NE ¼ of the NW 1/4, Section 14, Town of Elba, approximately 1200 feet west of the intersection of Breyer Road and County Road T. Supervisor Walz seconded. All in favor. Motion carried.

Resolution 2024-04-16-02 Oxbow Road: Supervisor Walz made a motion to approve Resolution 2024-04-16-02 Resolution to Declare the South End of the Right of Way for the Town of Elba on Oxbow Road. Chairman Pollnow read the resolution. Supervisor Larson seconded. Roll Call vote Nate Pollnow – Yes, Paul Walz – Yes, Peter Larson – Yes. All in favor. Motion carried.

Soldner Road Resurfacing Bids: Chairman Pollnow reviewed the three bids received for the Soldner Road resurfacing project. Northeast Asphalt $125,475.00, Tri-County $101,851.00, and Scott Construction $98,435.53. Chairman Pollnow stated that he has no reason to believe that Scott Construction will not do good work. The board reviewed the budget to see if they had room in the budget to accept the bid. Suggested budget moves would be moving $10,000 from potholes and using the $10,000 from road repairs and $2,500 from shouldering to moving the funds to the budget for road construction. Supervisor Larson made a motion to accept the bid from Scott Construction. Supervisor Walz seconded. Roll call vote Nate Pollnow – yes, Paul Walz – Yes, Peter Larson -yes. All in favor. Motion carried.

"Open Cuts" Bids: Chairman Pollnow reviewed the two bids received for the "Open Cuts" Asphalt repair project. The two bids received are from Northeast Asphalt $17,200.00 and Tri-County $18,000.00. The board reviewed the budget and discussed options for financing the asphalt repair. Resident Roger Parpart suggested the board contact Scott Construction for a cold patch bid for the open cuts, in hopes that they will come in lower that the hot patch bids received. Supervisor Walz stated that the Town could borrow against the loan as it is designated to road repairs. Supervisor Walz made a motion to table the decision on the "open cuts" bids until June, asking that Scott Construction is contacted to get a cold patch bid. Seconded by Supervisor Larson. All in favor. Motion carried.

Board of Review Training: The board discussed options for training being that the board of review is scheduled on June 3. The board decided to stay after the meeting to complete the board of review training. The board acknowledged that the training would not be separately posted.

June Board Meeting date change: Supervisor Larson stated that he requested to move the June board meeting date as he will be out of town. The board discussed changing the meeting date and decided that they would have the meeting with two members present.

C.D. Road Closure Discussion: Business Owner Richard Sheard stated that his business has purchased the property on the other side of C.D. Road, he stated that they are going to utilize the warehouse for storage. He stated that he was informed that every time they cross the road, they would need to have a bill of lading. Chairman Pollnow stated that he has done some research and found that C.D Road is a deeded road, meaning that the Town of Elba owns the road. Chairman Pollnow stated that the Town would need to do some additional research as he is pretty sure that a public hearing would need to be held. Supervisor Walz is questioning if Police, Fire, EMS, and homeowners have been contacted, he also voiced concerns on long term effects of the decision, if the property is sold down the road; stating that once this is done it cannot be undone. Supervisor Walz stated that he wants to make it clear that he is not trying to hinder the progress of the business, he just wants to make sure that due diligence is done. Chairman Pollnow stated that the Clerk will e-mail the lawyer to verify the process of getting rid of a deeded road.

Unfinished Business:

Dog License Ordinance: Clerk Koenig-Fry stated that she has the dog license ordinance from Calamus and City of Columbus. She stated that the only response she received from her e-mail to the neighboring communities was from the Town of Portland and they stated that they are reviewing their ordinance and would forward once it is complete. Clerk Koenig-Fry recommended tabling until additional information is received. Supervisor Walz made a motion to table. Seconded by Supervisor Larson. All in favor. Motion carried.

Correspondence: Clerk Koenig-Fry reviewed the packet that was sent to the board, the packet contained the General Engineering Building Permits Report, Dodge County Permit Report and the March and April EMS reports.

Adjourn: Motion by Supervisor Walz to adjourn. Seconded by Supervisor Larson. All in favor. Motion carried. Meeting adjourned at 8:18 pm

Nate Pollnow, Chairman Paul Walz, Supervisor 1 Peter Larson, Supervisor 2

Prepared By: Lori Koenig-Fry, Town Clerk

Note: This DRAFT minutes are subject to approval at the June 18, 2024, Town Board meeting.