MINUTES
TOWN OF PLOVER BOARD MEETING
SEPTEMBER 12, 2023

1. **CALL TO ORDER:**
   Chairman Garbe called the meeting of the Town of Plover Town Board to order at 6:00 PM with the Pledge of Allegiance. Also present were Supervisors Bentley, Firkus, Pingel, and Rossier; Clerk/Treasurer Weller; Superintendent of Highways William Honaker; and residents Priscilla Garbe, Michael Schoenholz, Debra Sniadajewski, and William Sniadajewski.

2. **CORRESPONDENCE AND COMMUNICATIONS:**
   Chairman Garbe reported on the radar speed trailer on Biron Drive East, the house moved from 2262 Biron Drive East, the proposed permanent closure of the railroad crossing on Meehan Drive, the Vista Sands Solar open house, and the Town of Buena Vista town board meeting held on September 11. Supervisor Pingel also shared information from the Vista Sands Solar open house and mentioned a zoning permit issued for the operation of a tourist rooming house. Board members further discussed a property with multiple long-term planning and zoning violations that the landowner recently brought back into compliance. Clerk/Treasurer Weller provided information about the free u-pick events at the Food + Farm Exploration Center and the opportunity for public input regarding the updating of the Portage County Comprehensive Plan.

3. **PUBLIC COMMENTS:**
   Town resident Michael Schoenholz expressed his feelings that the solar farm projects will be a blemish on Central Wisconsin and asked the Town of Plover Town Board to do everything it can to object to them. Chairman Garbe suggested that board members think about possibly including a provision for wildlife corridors in the future joint development agreement and recommended that a link for providing comments to the Public Service Commission of Wisconsin be added to the Town of Plover website when applicable.

   Town resident Debra Sniadajewski raised concerns about dead trees falling onto roads and suggested that the Town of Plover ask landowners to remove those dead trees posing a threat.

4. **HIGHWAY SUPERINTENDENT REPORT AND AUTHORIZATION FOR PURCHASES:**
   Superintendent of Highways William Honaker reported on road conditions, the house moved from 2262 Biron Drive East, tree limbing, stolen road name signs, and damaged signs and guard rail. Supervisor Rossier inquired about preparation of snow plowing equipment, and Supervisor Pingel asked about work along Jack's Drive. Chairman Garbe reported that the Bee's Lane bar seal project has been completed and that Michael Lubinski of Kwik Trip #202 preferred that the Harding Avenue project be delayed until after harvest season.

5. **AUTHORIZATION OF REPLACEMENT TIRES FOR 2015 PICKUP:**
   Board members discussed options for purchasing tires for the 2015 F250 pickup.

   Supervisor Rossier made the motion to purchase four Bridgestone tires from Schierl Tire & Service for the quoted price of $1,117.80. Supervisor Pingel seconded the motion, the question was called, and the motion carried unanimously.

6. **CLASS B LIQUOR LICENSE ORDINANCE CRITERIA:**
   Board members discussed Supervisor Rossier's updated draft application/matrix of criteria and requirements as well as applicable weighting that can be used to rate applicants and make objective decisions about which liquor license applicants should be granted "Class B" licenses when there are more applicants than licenses available.

7. **FIVE-YEAR ROAD PLAN:**
   A spreadsheet of historical road work data was provided to board members for review, and board members further discussed Chairman Garbe's draft 2023-2028 capital road plan and applications for road programs. Chairman Garbe reported that the Town of Buena Vista is not interested in pursuing a joint reconstruction of one mile of Kennedy Avenue just north of State Highway 54 or committing to a Buena Vista Drive project at this time.

   Supervisor Rossier made the motion to apply for Town Road Improvement Discretionary and Town Road Improvement Supplemental funding to reconstruct one mile of Meehan Drive between the State Highway 54 intersection and Hayes Avenue. Supervisor Pingel seconded the motion, the question was called, and the motion carried unanimously.

   Supervisor Pingel made the motion to adopt the 2023-2028 capital road plan as presented at the September 12 town board meeting. Supervisor Bentley seconded the motion, the question was called, and the motion carried unanimously.

8. **PERSONNEL POLICY REVAMP:**
   Priscilla Garbe has retyped and reformatted the Town of Plover Personnel Policy to allow future modifications to be easily incorporated into the document. Board members were provided both the old and new documents and asked to review the new document to ensure that no inadvertent changes were made in the revision process.

9. **TOWN OF PLOVER WEBSITE:**
   Clerk/Treasurer Weller, Chairman Garbe, and Supervisor Bentley reported on their meeting with John Gethers of Tech Pros to talk about the functionality of his proposed website for the Town of Plover. Town board members also discussed other website provider options and additional technology updates; they will gather more pricing information to move forward with decisions at the next meeting.

10. **BUDGET PLANNING:**
    Chairman Garbe anticipates beginning 2024 budget working sessions in mid-October, and board members designated Chairman Garbe, Clerk/Treasurer Weller, and Town of Plover resident Debra Sniadajewski to prepare the 2024 budget.

    Supervisor Bentley made the motion to hire Debra Sniadajewski to help prepare the 2024 budget at a pay rate of $16.00 per hour. Supervisor Pingel seconded the motion, the question was called, and the motion carried unanimously.

11. **MINUTES OF TOWN BOARD MEETINGS AND ANY OTHER MINUTES TO BE PRESENTED:**
    This item will appear on the next town board meeting agenda.

12. RECONCILED BANK STATEMENTS AND CASH SUMMARY:

- **RECONCILED BANK STATEMENTS OF AUGUST 31, 2023:**
  Clerk/Treasurer Weller previously distributed copies of the Portage County Bank and the Local Government Investment Pool (LGIP) statements and reconciliations to board members. The Portage County Bank NOW checking account reconciled at $75,460.29 on August 31, 2023. The LGIP committed and uncommitted accounts reconciled at a total of $975,636.08 on August 31, 2023. **Supervisor Pingel made the motion to approve the Portage County Bank and the LGIP statement reconciliations as presented, Supervisor Bentley seconded, the question was called, and the motion carried unanimously.**

- **CASH SUMMARY AS OF SEPTEMBER 12, 2023, AT 4:10 PM:**

COMMITTED FUNDS:			$ 196,463.33
UNCOMMITTED FUNDS:	GENERAL ACCOUNT	$ 779,172.75	
	NOW CHECKING	$ 11,735.29	
TOTAL UNCOMMITTED FUNDS:			$ 790,908.04
TOTAL CASH FOR TOWN OF PLOVER:			$ 987,371.37

Supervisor Pingel made the motion to approve the cash summary as presented, Supervisor Bentley seconded, the question was called, and the motion carried unanimously.

13. BUDGET ADJUSTMENTS:
There were no budget adjustments presented.

14. APPROVAL OF VOUCHERS FOR PAYMENT, SIGNING OF VOUCHER LIST, AND AUTHORIZATION OF TRANSFER OF FUNDS:
Supervisor Pingel made the motion to approve the payment of $18,609.03 to cover Checks 26883 through 26903 and electronic funds transfers EFTSW0723, EFTETF0723, and WIRE083123. Supervisor Rossier seconded the motion, the question was called, and the motion carried unanimously.

15. PLANNING FOR HOSTING WTA UNIT MEETING:
Board members discussed meal preparation and room organization for hosting the WTA Portage County Unit meeting on Monday, September 25, at 6:15 PM.

16. FUTURE MEETING DATES AND AGENDA ITEMS:
The next regular town board meeting is scheduled for Wednesday, October 4, at 6:00 PM. Future agenda items include technology needs.

17. ADJOURNMENT:
Supervisor Pingel made the motion to adjourn the meeting at 9:17 PM, Supervisor Rossier seconded, the question was called, and the motion carried unanimously.

Respectfully Submitted By:
Patricia Weller, Clerk/Treasurer
Approved: 10/04/23