MINUTES
TOWN OF PLOVER BOARD MEETING
JANUARY 18, 2024

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; Town of Plover residents Priscilla Garbe and Susan Groom; Town of Plover Tourism Commission Chairman and Plover Area Convention and Visitors Bureau Board of Directors President Christoper Brooks; Plover Area Convention and Visitors Bureau Executive Director Malorie Paine; Town of Linwood resident and District 19 Portage County Board candidate Amberle Schwartz; District 19 Portage County Board Supervisor Scott Soik; and Thomas Trzinski of Lampert-Lee & Associates.

2. **CORRESPONDENCE AND COMMUNICATIONS:**
Chairman Garbe reported on notification of the Vista Sands Solar filing with the Public Service Commission of Wisconsin, the Vista Sands Solar open house scheduled for January 31, an affidavit to be signed for the Portage County Register of Deeds regarding the 2024 assessment roll, a snow removal violation letter issued to a Town of Plover resident, and the opportunity to participate in UW-Extension's community-centered solar development focus group. Supervisor Pingel mentioned snow plowing complaints in his neighborhood.

3. **PUBLIC COMMENTS:**
Portage County Board Supervisor Scott Soik reported on operations at the Portage County Health Care Center; board members are considering options such as selling the facility and adding a referendum question to the ballot in November to construct a new building. He didn't have any updates concerning a new justice center but did briefly comment on committee issues.

4. **FOREST LAKE SUBDIVISION II FINAL PLAT:**
Surveyor Thomas Trzinski of Lampert-Lee & Associates presented the final plat for Forest Lake Subdivision II. The preliminary plat was approved by the Town of Plover Town Board on October 4, 2023. State of Wisconsin Department of Administration staff requested a few minor changes to the preliminary plat; more monuments were documented on the north side of Forest Lake Drive and spelling errors were corrected. Portage County Planning and Zoning Department staff asked that a note be added to indicate that the newly created outlots are to be attached to the corresponding existing lots in Forest Lake Subdivision; the Portage County Planning and Zoning Committee is anticipated to take action on the final plat on January 30.

Supervisor Pingel made the motion to approve the final plat for Forest Lake Subdivision II as presented. Supervisor Firkus seconded the motion, the question was called, and the motion carried in a roll call vote. Chairman Garbe and Supervisor Rossier abstained.

Supervisors Bentley and Firkus and Clerk/Treasurer Weller signed the final plat. Surveyor Thomas Trzinski noted that the Portage County Surveyor may be changed from an elected to an appointed position.

5. **TOURISM COMMISSION(S) ANNUAL REPORT:**
Town of Plover Tourism Commission Chairman Christopher Brooks provided financial information for the Town of Plover Tourism Commission; he anticipates spending the remaining money in the

Town of Plover Tourism Commission bank account in the next few months. Although the Town of Plover Tourism Commission will soon become inactive due to the creation of the Plover Area Convention and Visitors Bureau with the Village of Plover, Brooks doesn't recommend dissolving the Town of Plover Tourism Commission at this time.

Plover Area Convention and Visitors Bureau Executive Director Malorie Paine shared budget information and the 2023 Annual Progress Report, highlighting foundational items and initiatives; she mentioned that proposed legislation may help municipalities collect room tax from short-term rentals.

6. **HIGHWAY SUPERINTENDENT REPORT AND AUTHORIZATION FOR PURCHASES:**
Superintendent of Highways William Honaker reported on specialty screws to reduce sign theft, winter road conditions, equipment repairs, windrowing snow in fields, and furniture being dumped on town roads. Supervisor Pingel suggested looking into purchasing and applying treated salt during extremely cold temperatures. In the next few months, board members will need to consider options and make a decision on whether to contract salt from the State of Wisconsin for the next winter season. Supervisor Bentley provided quotes for new tar kettles; Chairman Garbe and Superintendent of Highways William Honaker may be inspecting a different tar kettle to possibly replace the old one.

Supervisor Pingel made the motion to authorize Superintendent of Highways William Honaker to contact John Fabick Tractor Company to diagnose the problem with the grader. Supervisor Rossier seconded the motion, the question was called, and the motion carried unanimously.

7. **LIQUOR LICENSE APPLICATION – KERRY KLISMITH (FORMERLY SHOOTERS):**
Board members will score the Town of Plover Class B Liquor License Application submitted by Kerry Klismith of Infinity Plus 2 Inc. and discuss their results at the next meeting. Board members also discussed recent liquor licensing legislation regarding wedding barns, the option to purchase liquor licenses from neighboring municipalities, and updates to Town of Plover liquor licensing fees.

8. **ANNUAL WEIGHT LIMIT PERMITS FOR 2024:**
Supervisor Pingel made the motion to approve permits to operate overweight trucks on designated Town of Plover roads for Kurt Rosenthal Trucking LLC and Wisconsin Building Supply. Supervisor Bentley seconded the motion, the question was called, and the motion carried unanimously.

9. **VISTA SANDS SOLAR FILING WITH PSC:**
Chairman Garbe has asked Rod Sutter of the Portage County Planning and Zoning Department to create a large detailed map of the Vista Sands Solar Project. Chairman Garbe intends to meet with Attorney Shane VanderWaal to start discussing the proposed joint development agreement with Vista Sands Solar in detail; he shared ideas for additional considerations and requests beyond provisions granted by Portage Solar and solicited feedback from other board members. Chairman Garbe also mentioned his interaction with the Town of Buena Vista Town Board concerning the joint development agreement.

10. **TOWN OF PLOVER WEBSITE:**
Chairman Garbe provided updates on the creation of the new website and board members viewed the staging site. The new website is expected to go live in approximately one week but will require additional cleanup after that.

11. ATTENDANCE AT WTA DISTRICT MEETINGS:

Chairman Garbe offered background information on the State of Wisconsin Department of Transportation Local Structures 6-20 Feet Program and indicated that the Wisconsin Towns Association will be providing additional information at district meetings; Board of Review certification training and an overview of the Agricultural Roads Improvement Program will also be agenda topics. Chairman Garbe, Supervisor Firkus, Supervisor Pingel, Supervisor Rossier, and Clerk/Treasurer Weller plan to attend the Wisconsin Towns Association district meeting in Stevens Point on February 17.

12. ATTENDANCE AT PORTAGE COUNTY ZONING BOARD WORKSHOP:

Chairman Garbe, Supervisor Bentley, Supervisor and Town of Plover Plan Commission Chairman Pingel, Town of Plover Plan Commission member William Sniadajewski, and Town of Plover Plan Commission alternate member Robert Slovensky plan to attend a zoning board of adjustment/appeals workshop hosted by the University of Wisconsin - Stevens Point Center for Land Use Education on January 23. Per discussion, Town of Plover Plan Commission members will be eligible to receive per diem pay for the training session.

13. MINUTES OF TOWN BOARD MEETINGS AND ANY OTHER MINUTES TO BE PRESENTED:

Supervisor Bentley made the motion to approve the minutes of the December 28, 2023, town board meeting as presented with the addition of Town of Plover resident Liam Newport as a meeting attendee. Supervisor Firkus seconded the motion, the question was called, and the motion carried unanimously.

14. 2023 BUDGET COMPARISON REPORT WRAP-UP:

Clerk/Treasurer Weller previously distributed the 2023 year-end budget comparison report for review.

15. RECONCILED BANK STATEMENTS AND CASH SUMMARY:

- **RECONCILED BANK STATEMENTS OF DECEMBER 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 $52,565.21 on December 31, 2023. The LGIP committed and uncommitted accounts reconciled at a total of $1,393,630.69 on December 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 JANUARY 18, 2024, AT 5:15 PM:**

COMMITTED FUNDS:			$ 200,014.91
UNCOMMITTED FUNDS:	GENERAL ACCOUNT	$ 1,413,120.18	
	NOW CHECKING	$ 140,034.11	
TOTAL UNCOMMITTED FUNDS:			$ 1,553,154.29
TOTAL CASH FOR TOWN OF PLOVER:			$ 1,753,169.20

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

16. **BUDGET ADJUSTMENTS:**
Clerk/Treasurer Weller reported that a December 31, 2023, overage of $100.00 in Clerk/Treasurer - Conferences & Training due to Board of Review and Plan Commission training was adjusted by transferring funds from Contingency Fund.

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

17. **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 $9,749.42 to cover Checks 27045 through 27048 and electronic funds transfers EFTETF1123 on the check register report for December 31, 2023. Supervisor Firkus seconded the motion, the question was called, and the motion carried unanimously.

Supervisor Pingel made the motion to approve the payment of $946,514.81 to cover Checks 27049 through 27078 and electronic funds transfers EFT124Q23, EFTSW1123, and WIRE011624 on the check register report dated January 18, 2024. Supervisor Bentley seconded the motion, the question was called, and the motion carried unanimously.

18. **FUTURE MEETING DATES AND AGENDA ITEMS:**
The next regular town board meetings are tentatively scheduled for Thursday, February 1, and Thursday, February 15, 2024. Future agendas will include liquor licensing.

19. **ADJOURNMENT:**
Supervisor Bentley made the motion to adjourn the meeting at 9:46 PM, Supervisor Rossier seconded, the question was called, and the motion carried unanimously.

Respectfully Submitted By:
Patricia Weller, Clerk/Treasurer
Approved: 04/10/24