

**MINUTES
TOWN OF PLOVER BOARD MEETING
JULY 30, 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, Michael Schoenholz, Debra Sniadajewski, and William Sniadajewski; Michael Langlois and Zachary Langlois of Ridgewood Campground, Inc., District 71 Wisconsin Representative to the Assembly candidate Vinnie Miresse, and Dustin Preble of American Asphalt of Wisconsin. Auditor David Minch of KerberRose S.C. participated in the meeting via speaker phone.

2. CORRESPONDENCE AND COMMUNICATIONS:

Supervisor Rossier indicated that he found the keys to the Town of Plover Tourism Commission posting boxes and that he has heard complaints regarding the condition of Park Drive and overhanging tree limbs on Monroe Avenue. Supervisor Pingel mentioned that despite multiple attempts, he hasn't been able to contact a business owner on Harding Avenue that is continuing to cause road damage; he also noted that Portage County Health and Human Services Department staff have scheduled the pre-inspection of Plover Cafe which will allow board members to take action on liquor licensing soon. Supervisor Firkus reported that the edges of Prairie Drive are breaking away. Supervisor Pingel asked about the status of the previously authorized purchase of the quick hitch for the John Deere tractor, and Supervisor Firkus explained that the quick hitch approved wasn't big enough and a larger option would cost closer to \$3,000.00.

3. PUBLIC COMMENTS:

There were no public comments.

4. OPENING OF BIDS FOR MEEHAN DRIVE RECONSTRUCTION PROJECT:

Chairman Garbe opened sealed bids for the Meehan Drive recondition project which also included a portion of Hayes Avenue. American Asphalt of Wisconsin bid \$331,001.00 plus \$9,870.00 for the alternative bid items of clearing and grubbing and roadside clearing. Haas Sons, Inc., bid \$319,053.30 plus \$10,060.00 for the alternative bid items of clearing and grubbing and roadside clearing. Clerk/Treasurer Weller distributed copies of bid documents to board members, and Chairman Garbe will forward the bid information to Engineer Dexter Kaetterhenry, Vice President of Gremmer & Associates, Inc., for review before the town board meeting on August 1 at which board members will take action.

5. CANDIDATE VINNIE MIRESE – 71ST ASSEMBLY DISTRICT:

District 71 Wisconsin Representative to the Assembly candidate Vinnie Miresse shared an overview of his service on the Portage County Board and his background in renewable energy and sustainable living and development. He advocated collaborating across party lines and protecting town authorities and rights, especially in regard to extraterritorial issues and solar projects. In response to questions, he provided updates on Portage County leadership, the Portage County Health Care Center, a possible new jail and justice center, the Portage County Courthouse, and a proposed revision of Portage County Zoning Ordinances.

6. 2023 AUDIT REPORT – DAVID MINCH, KERBERROSE:

Auditor David Minch of KerberRose S.C. presented highlights of Town of Plover audit results and financial reports and answered questions. He noted the Town's quality financial records and strong financial position and indicated that KerberRose's clean or unmodified audit opinion is the highest level of assurance that can be given on a set of financial statements.

7. HIGHWAY SUPERINTENDENT REPORT AND AUTHORIZATION FOR PURCHASES:

Superintendent of Highways William Honaker reported on ditch mowing issues, guardrail and sign replacement, John Deere lawn mower deck repairs, the purchase of crack filler, and patching near Kwik Trip. Board members will decide whether to repair or replace the John Deere lawn mower at a future meeting.

8. ROAD CREW STAFFING:

Superintendent of Highways William Honaker and board members considered hiring part-time workers for tasks such as snow plowing, cleaning, grass cutting, yard cleanup, and crack filling to replace two part-time employees no longer working for the Town of Plover; they also talked about procedures for grading roads.

9. 2024 HIGHWAY PROJECTS WRAP-UP REPORT:

The asphalt overlay on 425 feet of Johnson Avenue, approximately six and a half miles of chip seal work, and the gravel overlay on the southern mile of Taft Avenue have been completed. A total of fourteen trucks, five contracted and nine donated by farmers, hauled nearly 2,100 tons of material to Taft Avenue. Patches on Harding Avenue and the collection of bridge and culvert data are pending projects. Board members recommended purchasing three dump truck loads of material to fill a pothole on Marsh Drive and shoulder Taft Avenue where needed.

10. EVALUATION OF LIQUOR LICENSE APPLICATION FOR LAKE HOUSE AT RIDGEWOOD CAMPGROUND, INC.:

Michael Langlois and Zachary Langlois of Ridgewood Campground, Inc., presented their preliminary plans for business operations and answered questions from town board members about their completed Town of Plover Class B Liquor License Application; they are currently renovating the property and anticipate opening the lake house in September 2024. Board members further discussed possible revisions to the application form, the purpose of the scoring matrix, and implications of the letter of intent previously issued. Clerk/Treasurer Weller will send Kathleen Langlois the new liquor licensing forms and publish the notice when the completed forms are returned; she also asked whether the food truck vendor at Ridgewood Campground, Inc., will need to complete the Town of Plover's Merchant Seller's Permit Application.

11. TEMPORARY CLASS B BEER LICENSE FOR HUMANE SOCIETY FUNDRAISER AT FELTZ FARMS:

Supervisor Pingel made the motion to approve a Temporary Class "B" Beer license for the Humane Society of Portage County to be used at the Beer, Cheese For Pets Please fundraising event at 5796 Porter Drive on August 17, 2024, contingent on receiving a completed Form AB-220, and to waive the licensing fee. Supervisor Rossier seconded the motion, the question was called, and the motion carried unanimously.

12. OPERATOR/BARTENDER LICENSE APPROVALS:

Supervisor Rossier made the motion to approve a temporary operator/bartender license for Humane Society of Portage County Executive Director Sheryl Galle-Teske for the Beer, Cheese For Pets Please fundraising event and to waive the licensing fee. Supervisor Pingel seconded the motion, the question was called, and the motion carried unanimously.

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

Supervisor Pingel made the motion to approve the minutes of the July 2, 2024, town board meeting as presented. Supervisor Firkus seconded the motion, the question was called, and the motion carried unanimously.

14. RECONCILED BANK STATEMENTS AND CASH SUMMARY:

- **RECONCILED BANK STATEMENTS:**

This item will appear on the next town board meeting agenda.

- **CASH SUMMARY AS OF JULY 30, 2024, AT 5:35 PM:**

COMMITTED FUNDS: \$ 205,437.46

UNCOMMITTED FUNDS: GENERAL ACCOUNT \$ 1,008,545.51

NOW CHECKING \$ 11,951.86

TOTAL UNCOMMITTED FUNDS: \$ 1,020,497.37

TOTAL CASH FOR TOWN OF PLOVER: \$ 1,225,934.83

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

15. BUDGET ADJUSTMENTS:

Clerk/Treasurer Weller reported overages of \$2,910.00 in Legal Expense relating to the Vista Sands Solar Project and \$243.43 in Town Hall Expense - Miscellaneous due to the generator repair.

Supervisor Pingel made the motion to adjust the overages by transferring \$3,153.43 from Contingency Fund. Supervisor Firkus seconded the motion, the question was called, and the motion carried unanimously.

16. 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 \$41,291.64 to cover Checks 27355 through 27383. Supervisor Rossier seconded the motion, the question was called, and the motion carried unanimously.

17. FUTURE MEETING DATES AND AGENDA ITEMS:

The next regular town board meeting is scheduled for August 1 at 6:00 PM to let bids for the Meehan Drive reconstruction project and to consider a Waste Management proposal to provide carted curbside garbage and recycling pickup. A meeting is tentatively scheduled for August 5 for local hazard mitigation planning with Portage County Emergency Management staff.

18. ADJOURNMENT:

Supervisor Rossier made the motion to adjourn the meeting at 8:47 PM, Supervisor Bentley seconded, the question was called, and the motion carried unanimously.

Respectfully Submitted By:

Patricia Weller, Clerk/Treasurer

Approved: 09/04/24