

Minutes to be approved September 11, 2023.....

**Town of Rockland August 14, 2023 Board Meeting**

**Rockland Town Hall @ 7:00 P.M**

Filling in as chairperson, Tim Thor called the meeting to order at 7:00pm. Additional officials present were Mike Havlinek, Paula Winkel, Keith Brandes, Laura Henze, and Dan Benter. Absent was Rosie Geiger. There were four citizens and one visitor present. Motion made by Mike Havlinek and second by Tim Thor to approve the secretary's report as posted and printed. Motion carried. Motion made by Tim Thor to accept the Treasurer's Report and Mike Havlinek second. Motion approved.

**The agenda was followed as printed and posted.**

**Public Input:** A question was posed regarding the intent to fill gravel in on W. Hilltop and on Hickory Hills Road, as a need was identified. Keith Brandes will assess the need and he also shared the second ditch cutting is scheduled to begin.

**Amber Drewieske (CLA) Review 2022 Finances and Audit:** Written materials were provided to board members and citizens as the Town of Rockland's finances and 2022 audit results were reviewed. Amber highlighted the positive general fund balance held by the Town and provided a discussion regarding options available to consider which may contribute to the stability and flexibility of the healthy financial status. The Levy Limit Worksheet was discussed along with the options the board could consider. Areas to strengthen budget planning include creating a long term (3-7 year) capital plan and considering sources of funding for any needed items.

**Reports and Communications:** Paula Winkel shared a follow up from last month's discussion that the Town is now getting a higher interest rate on its money market account via Collins State Bank. Also, a 2024 budget timeline is being created and will be discussed at next month's meeting.

**License and Permits:** Motion made to approve a Temporary Operator's License to Dan Benter by Mike Havlinek. Second by Tim Thor. Motion carried.

**Plans for Town Building Inspector Position 2024:** Update was provided regarding Scott Beining's interest in reducing his work-load, eventually discontinuing providing service. A list of local inspectors was provided to the board. Calls to these providers will be a next step in order to determine interest and costs. Scott is willing to continue to provide inspections until alternate arrangements are made.

**Communications with Road Superintendent: Also Street, Road, and Culvert Updates including Aid Status & Lawnmower Recommendation:** The lawnmower will be kept at this time using the already purchased spare parts. The need to purchase a new lawnmower within the next 2 years will be included in budget plans. Keith was asked to capture additional capital purchase needs for the next few years. Keith shared that signs/poles on Humpty Dumpty needed to be replaced. There are plans to 'hand patch' roads where there is a need before winter. Larger culvert/bridge work is complete and costs will be submitted to the County for Bridge Aid with approximately \$24,500 being the amount expected to be reimbursed in early 2024.

**ARPA Contract to Review/Sign:** Board members reviewed the contract regarding matching funds made available by Manitowoc County under ARPA, for remaining culvert replacement work. Mike Havlinek moved to approve going forward with this agreement, Tim Thor second and motion carried. Tim, as acting chairperson, signed the contract. Reimbursement anticipated is \$62,665.50 later this year.

**ES&S (Express Vote) Contract to Review and sign:** Contract reviewed and signed. Cost of replacement voting machine after the \$750.00 grant money applied will be \$3230.00.

**Discuss February 2024 Clerks' Schedules:** Efforts to make arrangements for office/possible election coverage will be made for approximately 6 days at the end of February.

**Constable Report:** Dan Benter responded to a few dog/cat complaints this month.

**Vouchers Approved:** Motion made by Mike Havlinek and second by Tim Thor and motion carried to approve payments of vouchers #21602 to #21632 and EFT's in the amount of \$106,608.03.

**Additional Topics for September 11:** Review budget planning meetings and the State's report on annual assessment ratio for the Town.

**Adjournment:** Motion made by Mike Havlinek and second by Tim Thor to adjourn the meeting at 8:45 p.m. Motion carried. Meeting adjourned

Respectfully submitted,

Laura Henze

Deputy Clerk/Treasurer

Town of Rockland, Manitowoc County