Town Board Meeting – May 14, 2024

Posted May 6, 2024 at 4:00 p.m. at the Town of Russell Garage, Town Clerk's Office and Town website.

The Board Meeting was called to order by Chairman Paul "Rocky" Tribovich at 7:02 p.m. immediately following the Adjourned Board of Review Meeting which started at 7:00 p.m. at the Town of Russell Community Center. Present were Supervisor Don Sullivan, Supervisor Mark Bugher via telephone speakerphone, Supervisor Larry Meierotto and Supervisor Jeff Benton. Clerk/Treasurer David L. Good and Deputy Clerk Judy Meierotto were also present.

Four members of the public were present.

The Pledge of Allegiance was recited at the Adjourned Board of Review meeting held immediately prior to this meeting.

Approval of the Agenda – A motion was made by Sullivan and seconded by Meierotto to approve the agenda. The motion carried.

Chairman Tribovich called for public input – Tessa Levens discussed the proposed cell tower on Turner Road and felt saddened that the Board did not take action opposing this tower. She cited FCC regulations which stated local input must be considered in tower siting. She also discussed the impact to property values given to her by an appraiser of a 2-20% reduction because of a tower. She then stated she felt the Town's recent actions regarding the marina are negatively impacting relations with the National Park Service. She stated she did not want the proposed marina to impact the sand beach area at LSB. She finished by asking the Board to address the loose gravel situation on Peterson Hill Road. Chair Tribovich responded to her concerns. Hal Watkins inquired if the Town knew anything about the Tribal Fiber to Home Project. He also asked if the Town could wash off the bird droppings in the gazebo at the shooting range. He will be cleaning up the area at the shooting range. These discussions continued beyond the 15-minute limit for public input.

A motion was made by Benton and seconded by Meierotto to approve the minutes of the April 16, 2024 Town Board Meeting. The motion carried.

OLD BUSINESS

Miller/Waclawski concerns from the March Board Meeting – Neither property owner was present. Copies of Waclawkis's response to Millers concerns were provided to the Board.

Old County K/LSB Road project final financial closeout – Clerk Good reported he contacted WisDOT regarding the prior accounting statement indicating the Tow owed $250,000+. We have now received a statement that there is a $5,000+ credit on the project account.

Update on Wis PSC Office of Energy Independence Grants – Good reported we have received notice the PSC approved HVAC and water heater upgrades at the Town Garage and Community Center. A grant request for $34,200 was submitted. However, they are requiring an updated Entity number in the SAM.gov system to finalize our grant. This update has been requested.

NEW BUSINSS

Recognition and acceptance of letter of retirement by Kim Halvorson – A motion was made by Meierotto and seconded by Sullivan to accept the letter of retirement effective May 1, 2024. The motion carried. The Board discussed several methods to recognize Halvorson for his years of service.

Feedback to Bayfield County regarding LRIP/TRIP D & S process – Discussion was held and a motion was made by Tribovich and seconded by Benton to recommend that the use of an independent consult continue verses reverting back to the Highway Commissioner. The motion carried.

Report to Board of applications for alcohol licenses to be approved June 11, 2024 – Clerk Good read the following requests:
Red Cliff Band of Lake Superior Chippewa – Class B Intoxicating Liquor and Class B Fermented Malt Beverage licenses. DBA Legendary Waters Resort and Casino. Also requesting a tobacco license.
Red Cliff Business Development Corporation – Class A Intoxicating Liquor and Class A Fermented Malt Beverage licenses. DBA Buffalo Bay Store. Also requesting a tobacco license.
Duwayne Soulier Memorial Post 8239 Veterans of Foreign Wars, Inc. Class B Intoxicating Liquor and Class B Fermented Malt Beverage licenses.
C&C of Red Cliff Inc. - Class A Fermented Malt Beverage and Class A Intoxicating Liquor licenses. DBA Peterson Foods & Smoke Shop. Also requesting a tobacco license.
Jon Charles Nelson - Class B Intoxicating Liquor License for a proposed establishment at 88550 Turner Road DBA as Uncle Rob's Bar & Grill.

Town Board Recommendation (TBA) to Bayfield County Zoning for a Class A Special Use Permit for Steven Jones and Ellen Russo to place an RV for greater than 4 months on 39.5-acres zoned Ag-1 located at 31100 State Highway 13 – Discussion was held. A motion to approve the TBA to Bayfield County Zoning was made by Sullivan and seconded by Meierotto. The motion carried.

WisDOT notice West Old County K LRIP-S grant request not funded – Copies of the notice from WisDOT were given to the Board.

STANDING AGENDA ITEMS

Town Road maintenance report and discussion – Meierotto reported roads are in good shape and things are going well.

Little Sand Bay Recreation Area –Tribovich stated dredging at the LSB harbor is done. Discussion was held regarding the loss of potable water at the campground and that the NPS is working to get the water back on. There remains some work to be completed with tree issues, fire pits before everything is in good condition for the summer. Discussion was held regarding upgrades to electrical service to sites, specifically the need for more 50-amp plugins.

Little Sand Bay Marina Study Update – The Tribovich and Bugher met with the NPS Superintendent to discuss concerns and seek a letter of support for the marina and Tribovich met with the Tribal Chair for the same purpose. No letters have been received at this time. We will file for a BIG grant before June 1, 2024. The Town attorney is preparing legal opinions regarding the NPS issue of jurisdiction in the riparian area off Town property at LSB and ownership of the dock and structures within that riparian area to ¼ mile off shore.

Community Center Campground – No report was offered.

Correspondence

Incoming

1. Receipt of school tax credit levy of $22,429.20.
2. Receipt of personal property aid of $174.96.
3. BRB Recycling Board meeting packet for April 2024.
4. Tribe request for copy of Fire Protection contract and questions regarding 2% fire dues payment to Town.
5. Bayfield County Health solicitation for Community Wellness Grants.73rd District.
6. Oath of Office for Bugher and Benton.
7. Carla Burst requested various data regarding the history of the Town of Russell.
8. WisDNR PILT payment of $6.65.
9. Assessor notice of mailing of re-evaluation statements for 2024.
10. Brightspeed notice of rate increase for DSL service and credits to offset increase.
11. Kim Halvorson retirement and resignation notice.
12. Bayfield County request for contact information for public works staff.
13. Reminder to submit SLFRF reports for previous 12 months.
14. Notice of split to Bayfield County for the State Assembly
15. Employee drug and alcohol testing updates and testing pool for 2nd qtr. 2024.
16. LWV thank you note to Clerk for election support.
17. Wis DOT notice of grants accepted for carbon reduction.
18. Wis DOA notice of training available for data reporting.
19. USPS notice of elections support contact information.
20. UW Extension notice of Alcohol/Tobacco/Vaping license training on new rules/regulations.
21. Town Web website training opportunities.
22. APG Media notice of rate increase for Daily Press.
23. Notice of new division for Alcohol Regulation at Wis DOR.
24. Various notices regarding potential election security issues and threats.
25. Assorted items from Wisconsin DOR regarding property assessments.
26. Wisconsin Towns Association (WTA) magazine for May 2024.
27. Various communications from WEC regarding August and November elections.

Outgoing

1. Request to NPS Lynne Dominy and Tribal Chairwoman Nicole Boyd to meet regarding LSB proposed Marina Project.
2. Request Attorney Carlson for legal opinion on land ownership by Town and jurisdiction by NPS, if any.
3. Respond to request for use of Community Center kitchen for food processing.
4. Alcohol/tobacco/vaping license packets mail for 2024-2025.
5. Arrange for training of two new chief election inspectors, Becky Benton and Mary Meierotto.
6. File road salt order with Bayfield County Highway Department.
7. Notify Operating Engineers 139 of Halvorson retirement.
8. Assorted communications with Carla Burst regarding Town history.
9. Provide Red Cliff Fire Department with list of commercial/public buildings to inspect.
10. Letter disputing Wis DOT final billing status for LSB/Old County K Project.
11. Respond to WEC regarding not attending Badger Book training in Madison, WI.
12. Notify Penny Frost and William Barningham of deficiency of voter registration application.
13. Update Town officers and terms with WTA.
14. Provide Bayfield County with public works contact information.
15. Request voting equipment service contract data from Bayfield County.
16. Jason Buvala request for building permit data.
17. Request assistance with new WEC electEd training system.

18. Gowey Title special assessment letter for sale of Reed Saam property.
19. Notify Bayfield County Zoning to remove Town of Bayfield statements opposing the Truner Road cell tower made on behalf of Town of Russell to the Bayfield County Zoning permit request.
20. Thank Sunny Side Club for years of service providing flowers at the Town Garage.
21. File Federal wage withholding report for April 2024.
22. File State WT-6 wage withholding report for April 2024.
23. Federal first quarter 941 report filed.
24. WI DWD UI report filed for first quarter 2024.
25. 2023-2024 SLFRF (ARRPA) report filed.

A motion was made by Sullivan and seconded by Bugher to receive and place on file the correspondence. The motion carried.

APPROVAL OF BILLS – A motion was made by Meierotto and seconded by Sullivan to approve bills and transfers totaling $48,639.31 for checks 21701 to 21747 and EFT transactions. The motion carried.

Approve Clerk/Treasurer Report and Financials for April 2024 and Y-T-D

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TOWN OF RUSSELL					
CLERK/TREASURER REPORT					
April 10, 2024 to May 6, 2024					
BANK BALANCES					
		Previous	**Current**	**Change**	
Bremer General Checking	4/30/2024	$ 74,126.88	$ 68,656.79	$ (5,470.09)	
Cash	4/30/2024	$ 220.50	$ 336.27	$ 115.77	
NSB Money Market	4/30/2024	$ 447,934.18	$ 448,136.67	$ 202.49	
Bremer Investors	4/30/2024	$ 62,862.80	$ 62,914.47	$ 51.67	
Totals		$ 585,144.36	$ 580,044.20	$ (5,100.16)	
DISBURSEMENTS					
		4/30/2024			
Cleared checks & Transfers		$ 48,639.31			
Checks written		$ 33,603.67			
Range	21704	21747			
BUDGETS vs ACTUAL					
		Apr 2024	**Y-T-D**	**Budget**	**% of Budget**
	Income	$ 31,003	$ 209,755	$ 644,533	33%
	Expense	$ 45,663	$ 173,955	$ 644,533	27%
	Balance	$ (14,660)	$ 35,800	$ -	
		Previous Mo.	**Current**	**Change**	
	Accts Recv	$ 406.89	$ 492.26	$ 85.37	
	Accts Pay	$ (511.14)	$ (386.67)	$ 124.47	
BUDGET EXPLANATIONS					
1. Tax collections settled for Dec 2023 and Feb 2024					
2. Cash includes Bremer Elderly Housing Grant $150,000 of restricted funds.					
3. Cash includes $35,000 WHEDA restricted Elderly Housing funds.					
4. Cash includes ARRP Grant Funds of $135,755 received in 2021 & 2022					
5. Property tax relief payment of $46,712 received					

A motion to approve the Clerk/Treasurer Report for April 2024 and year-to-date 2024 revenues and expenditures was made by Bugher and seconded by Meierotto. The motion carried.

Chairman Supervisor and Clerk/Treasurer Reports and items for next Town Board Meeting – No reports or agenda items were offered.

Schedule Board of Review Training for Supervisors – The Board agreed to hold the training a 7:00 a.m. on June 3, 2024 at the Town Garage.

Motion to enter Executive Session per Wis State Statues 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. A motion was made by Bugher and seconded by Meierotto to enter executive session. The motion carried by a roll call vote of 5-0-0 as follows; Sullivan – yes, Meierotto – yes, Bugher – yes, Tribovich – yes, and Sullivan – yes. Clerk Good and Deputy Clerk Meierotto were requested to join executive session. The Board took a short recess at this time. Executive session began at 8:03 p.m.

Motion to leave Executive Session and return to Open Session at 8:33 p.m. was made by Tribovich and seconded by Meierotto. The motion carried by a roll call vote of 5-0-0 as follows; Sullivan – yes, Meierotto – yes, Bugher – yes, Tribovich – yes, and Sullivan – yes.

Take action on items discussed in Executive Session.

Accept Operating Engineers 139 disclaimer of interest - A motion to accept was made by Benton and seconded by Meierotto. The motion carried.

Name staffing of road crew employee(s) – A motion was made by Sullivan and Bugher to have Randy Claremboux be the full-time Road Maintenance Worker effective May 1, 2024, Kim Halvorson and Tim Meierotto be part-time workers and Tim Meierotto plow driveways in the winter. The motion carried.

Approve employee pay and benefits – A motion to table was made by Benton and seconded by Sullivan. The motion carried.

Clerk/Treasurer and Deputy Clerk/Treasurer staffing - A motion to table was made by Benton and seconded by Meierotto. The motion carried.

Appointment to possibly fill a vacancy on the Town Board – No action was taken.

Next Town Board Meeting – June 11, 2024 beginning at 7:00 p.m. at the Community Center.

A motion to adjourn at 8:34 p.m. was made by Meierotto and seconded by Sullivan. The motion carried.

The minutes respectfully submitted by:

David L. Good – Clerk/Treasurer