

MINUTES

TOWN OF SENECA Monthly Board Meeting

March 2, 2022, 7:00 P.M.

Seneca Town Hall, 3540 County Hwy. Q, WI Rapids, WI 54495

Meeting certification & notification: This agenda has been posted in three physical locations and the Town of Seneca website to notify the public of the date, place & time.

Chairman Dean Oilschlager to call the meeting to order. Meeting called to order promptly at 7pm.

Swearing in of new Treasurer, Bernadette Carolfi. Chair Oilschlager swore in Ms. Carolfi as Town Treasurer.

Approve minutes of regular Town Board meeting held on February 2, 2022. **Motion by D. Oilschlager and second by T. Wolf. Motion carried.**

Treasurer's Report. **Motion to approve the Treasurer's Report and pay the bills by D. Oilschlager and second by T. Wolf. Motion carried.** Beginning balance, 798,360.654. Took in receipts of 98,638.39. Distributions of \$569,220.88. Ending balance \$327,778.15. D. Oilschlager stated the equipment fund is sufficient to purchase a new dump truck if we find one. He went to Mid-State Truck to check into this and will keep us updated.

Public input.

- Current, Town Supervisor, Alex Matecki resigned as of tonight as Town Supervisor. His resignation is effective immediately.
- We Energies Gas Line: **Motion to pay WE Energies the cost of \$224 to convert to natural gas to the Town Hall by D. Oilschlager and second by T. Wolf. Motion carried.** Sandy will send it back with a check and mail it into WE Energies as soon as possible.
- Clara Kubisiak contacted D. Oilschlager, "Choose to Reuse". This is proposed the first week in May, usually on a Saturday morning. Motion to move forward with this by D. Oilschlager and second by T. Wolf. Motion carried. They just want to use the location.

Correspondence

1. Tractor Supply, application for a Business Charge card. The account access is through the Town Chairman's information and is Tax Exempt.
2. Forest Tax Law transfer information. This information should always be in correspondence. There are 3 parcels partials taken out of MFL.
3. There is a proposal to change our Town Unit Meetings from monthly to quarterly. It will be voted on March 18th at the next unit meeting.
4. Business Development CAP Services Information.
5. Letter from Milestone Materials saying thank you for our business. Just basic information on billing and invoicing procedures.
6. A town constituent reported 5 rabbits missing.
7. Work from WE Energies to run Natural Gas from the Hwy. to the building. It needs to be paid upfront before work will be done.

Presentation from Delmore associates. A very nice and informative Power Point Presentation "Manage your Town's Largest Asset". He then handed out some pricing/proposal information. One for all three services and then one for just the culverts. The prices for individual services and help with bidding would be \$6,000, sign inventory \$5,900 and culvert inventory \$6,500. Total about \$16,900. We will have all this information

going forward, right at our fingertips, so it is a very good investment. Annual service is \$4500 per year which is doing the basic, looking at roads, updating culverts, mapping, etc. Be on call throughout the year if things come up. If we just did culvers and just wanted that information updated each year, it would be closer to \$1500 for the annual update. Include going through and getting pictures of culvers and update information or may just be access to mapping, etc. then that would bring the price down.

Discuss and act on the mold contamination issue including bids from Serv-Pro on remediation and Tri-City on an HVAC system. North Star has already done their job and we paid their bill this month. That is for the inspection on what they found and what their recommendations are. The main point of having them come in beforehand was to document it for ARPA. This was a requirement for ARPA. Thought was to replace heating and air condition components. It is documentation to justify spending ARPA funds on this entire project. We then received an estimate from ServPro on fixing the issue at the Town Hall. It is a rather extensive list of things but what needs to be done. What is included is when they take all the floor and ceiling and a new door to the vault, which they state all needs to be replaced. They are also a construction company (Heartland Construction). What we must do based on the amount of money this is to put out Class 1 notice, which is 1 notice in the newspaper.

Sign the resolution for the comprehensive plan. A meeting to approve Comprehensive Plan is scheduled for March 9, 2022, at 6pm at the Seneca Town Hall.

Road work – culvert on Woodridge, county could not get through because of the frozen ground. He poured some road mix in and he'll get at it this spring.

Motion to adjourn at 8:45 pm by D. Oilschlager and second by T. Wolf. Motion carried.

Minutes are in draft form until approved at the next Town Board Meeting.
Sandra Green, Town Clerk