

MINUTES (APPROVED)

Town of Bashaw

Notice of Town Board Meeting and Agenda

Date: APRIL 21, 2020 Time: 6:00 P.M.

****Due to COVID19 this meeting will be held as a virtual meeting the instructions to call in or video in to the meeting is at the bottom of this agenda****
~~at the Bashaw Town Hall~~

- Call to Order: The meeting was called to order via virtual meeting utilizing zoom @ 6:00 p.m.
- Pledge of Allegiance
- Roll Call: All board member were present: Terry Dryden, Steve Degner, Tony Johnson, Lynn Hoepfner and Lesa Dahlstrom.
- Verification of Public Notice. 3 public notices were posted in accordance with the correct posting procedures.
- Approval of Agenda: Motion by Degner to approve the agenda, second by Johnson. Motion carried. Yes (3) Dryden, Degner and Johnson.
- Roberts Rules of Order- Adopt Roberts Rules of Order for conducting all town meetings: Motion by Degner to conduct all meetings by Roberts Rules of Order. Motion carried Yes (3) Dryden, Degner and Johnson.
- Public Comment (3 minute time limit): Tim Ullom voiced his concern in regards to the line item referencing Town Equipment. He would like to see the equipment retained and a future meeting held prior making the final decision. He hopes that if the road services are outsourced that the township retains the equipment for a year to 18 months. Pat Harrington would like to know what will happen with grading if it is needed to be done on a Friday, Saturday or Sunday. Steve Degner has a concern in regards to some decisions that are being made without board approval. Wallace feels that the town operators do a good job and would like to commend them for the work they do. He does have concerns with outsourcing the road work.
- Correspondence- Review correspondence and take appropriate action or filing: None
- Reading/Approval of Minutes from March 10th 2020 Meeting: Motion by Degner to approve the minutes, second by Johnson. Motion carried. Yes (3) Dryden, Degner and Johnson.
- Review and Approve Treasurers Report: Balance to start of \$11,638.07 Receipts 12-13 in the amount of \$36,508.40 disbursement totals of \$19,063.88 leaves an ending balance of \$29,082.59. Motion by Johnson to approve, second by Degner. Motion carried. Yes (3) Dryden, Degner and Johnson.

Discussion and Action may be taken on any the following:

- Town Hall- Review town hall maintenance/repairs/supplies: Dryden inquired as to what to do with the townhall sign that was out front. Bill Taubman suggested getting a metal sign to replace the previous one as it was wooden and is in fairly rough shape. Board is in agreeance to purchase a metal signage and erect at the town hall site. New flag needed. Board was in agreeance to have Dryden purchase one.
- Driveway Permits and Applications- Review any permits and applications for driveways: None.
- Centurytel Cable Installation Permit: Dryden read the correspondence from Centurytel detailing the work that they are looking to conduct. Degner wanted to make sure that the signed agreement specifically stated they were responsible for any damage. Brook drive, Cadle Road and Hector Dam Road look to be the roads that would be affected. Motion by Degner to approve Centurytel/Centurylink's application to install fiber as long as they are responsible for any damage that would occur, second by Dryden. Motion carried. Yes (3) Dryden, Degner and Johnson.
- Town Road Maintenance/Projects- Discuss and Review town road maintenance and projects. Sawyer Creek Road LRIP project. 50/50 Bridge Petition for 36" Culvert, Little Long Lake Road/Cadle Road.
50/50 Bridge Petition for 36" Culvert, Little Long Lake Road/Cadle Road

Johnson inquired into if the road was causing issues with the actual roadway as well as the culvert. Yes it is causing problems for both areas. The county is able to process the repair in calendar year 2020. Motion by Degner to go with the 50/50 bridge petition on the Long Lake Road and Cadle Road Intersection with the work being done in 2020 but reimbursement being in calendar year 2021, second by Johnson. Motion carried. Yes (3) Dryden, Degner and Johnson.

Sawyer Creek Road LRIP project:

Johnson feels that the road should be at a minimum be pulverized and dig outs done this Spring. With the work being bid out for this portion. Degner asked in regards to the condition of the road base. Taubman had been told from the past that the road base was laid on top of clay. Johnson suggested that at least 4" of gravel being placed before pulverizing. Taubman agreed that between 4" – 6" of gravel be placed and possibly look at placing fabric/matting as well. Degner is in favor of getting the pulverizing and base done as soon as possible. Motion by Degner to get the pulverizing portion underway, second by Taubman. Motion carried. Yes (3) Dryden, Degner and Johnson. Taubman feels that depending on how soon the pulverizing could be done would depend on the dig outs being done.

- Culvert Inspection- Consideration for locating all culverts in the town and inspect, locate and mark on map. Must include date of inspection and any issues with the culvert. Dryden feels that an inventory would be beneficial because of FEMA needing documentation if an emergency would arise. Could be as basic as a spreadsheet just to document what/where the culverts are in place. Degner agreed that a numbering system be put in place to document the culverts. Taubman said that the white markers are very helpful for the plowing and road work that is done afterwards. Johnson agreed with Taubman that the culvert markers be placed.
- Waiver of Weight Restriction- Ratify Chairpersons waiver on Loop Road and Green Valley Road. Culvert plugged threatening road bed on Beaver Pond Ln. Bashaw Valley Road to Dahlstrom farm, fuel truck. Dryden would like ratification for the waivers of the two weight restrictions. Motion by Degner to ratify the waivers, second by Johnson. Motion carried. Yes (3) Dryden, Degner and Johnson.
- Town Equipment- Review maintenance and usage of grader, truck and other equipment/tools. Taubman said that things have been slow. Take the wing and plow off with no snow anticipated. Grader wing with the hydraulic cylinder is still needed and there is one that is on auction at Mitke auction and does appear used. Taubman would like to get approval to pursue the item to see if the hydraulic had the same issues the townships did if the board is in agreeance. Motion by Johnson to approve up to \$500 for the hydraulic on the auction, second by Degner. Motion carried. Yes (2) Degner, Johnson. No (1) Dryden.
- Washburn County Highway Department- Consideration for utilizing the county highway dept. for snowplowing, summer road maintenance and repair of town roads. Degner discussed that he was through the process once before a few years back. He wants factual figures for a years worth of time. Degner feels that keeping the equipment will be beneficial for times of emergency. He also feels that the major discussion should take place at a meeting outside of the COVID19 issues at hand currently. Johnson is in favor of doing the town work but wants what is the most cost effective for the town. Johnson wants hard figures as well to compare. Degner is also in favor of running the grader until it can't safely operate any longer and then look at disposing of the equipment at that time. Degner feels that we could maintain a truck but possibly not both. Dave Wilson inquired with the board if he could be granted sponsorship to speak. He directly spoke with the highway commissioner, Brian Danielsen and discussed if the county would be able to receive timely accomodations. Wilson did feel that Degner's comment about retaining the equipment as it is not costing anything currently for the town. Taubman inquired as to what will happen with issues that arise during the night or off schedule issues. Harrington asked about the cost of hours and when the clock would start for billing. Motion by Degner to table this item until a future date, motion failed by lack of second.

Motion by Johnson to dispose of the township truck by utilizing the county to do town plowing but retaining the grader for at least one year, second by Dryden. Degner feels there is a conflict of interest in regards to current town board employment. Johnson feels that the truck is worth approximately \$30,000-\$40,000 if sold. Yes (2) Dryden, Jonson. No (1) Degner.

- Road Maintenance Vehicles and Equipment- discuss selling the grader/extra tires/plows, truck and any other equipment not needed by the town. Dryden inquired as to how the current truck should be sold. In the past the town has used Wisconsin Surplus.
- Deposit Revenue- Deposit a portion of the revenue from the sale of equipment in Capital Road Projects. Amount can be determined at a later date. Degner stated that he felt the money should be placed in a specific account. Motion by Johnson that the proceeds from the sale of the truck be placed in a specific account for future equipment needs of the township, second by Dryden. Motion carried. Yes (3) Dryden, Johnson and Degner. No (0).
- Contingency Fund- Consider a portion of the revenue from sale of equipment into an emergency fund. Amount can be determined at a later date. Not applicable.
- Town Board Meeting Date-Consider setting a permanent day of the month to meet. Board is in agreement that the meeting date setting be continued as previously conducted.
- Approve Vouchers- Approve vouchers to pay the bills, salaries and reimbursements. Motion by Degner to approve the vouchers 11433-11440, 11466-11471, 11496-11499 & 13000-13005 total disbursement amount of \$19,063.88, second by Johnson. Motion carried. Yes (3) Dryden, Johnson and Degner. No (0).
- Future Agenda Items: Spring Lake Road; Culvert at Bashaw Street and Cadle Road; 36” culvert that is failing; Audit Books; Scatter gravel bids;
- Set Date for the next Town Board meeting: Road Tour – May 1, 2020 @ 6:00 a.m. meet at the town hall; May 5, 2020 @ 6:00 p.m.
- Adjourn Meeting: Motion by Degner to adjourn @ 8:09 pm., second by Johnson. Motion carried. Meeting adjourned.

Topic: Town of Bashaw Board Meeting

Time: Apr 21, 2020 06:00 PM Central Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/89589343934?pwd=ZlhWY3RoVGR4Vkp0a0hZbEdQb2ZVUT09>

Meeting ID: 895 8934 3934

Password: 393983

Dial by your location +1 312 626 6799 US (Chicago)