

TOWN OF NEWTON
BOARD MEETING MINUTES
September 14, 2011

Chairman, Kevin Behnke called our September Town Board meeting to order on Wednesday, September 14, 2011, at 7:00 p.m. . Roll call was taken: Kevin Behnke, Chairman; Roger Busse, Supervisor; Mark Knorr, Supervisor; Paulette, Vogt, Treasurer, Ed Downing, Road Supervisor; Barbara Pankratz, Clerk, as well as Joe Denor, Charlie Bauer, and Gary Truettner were in attendance. Everyone joined in reciting the Pledge of Allegiance.

The clerk verified the posting of the agenda in the three designated public places and affidavit of posting for this meeting after which motion was made by Mark Knorr, Supervisor to approve the agenda. Motion was seconded by Roger Busse, Supervisor and passed.

The minutes of the August, 2011 meeting were accepted by motion made by Roger Busse and seconded by Mark Knorr. Motion carried. Upon acceptance of the minutes by the Board they are posted by the clerk on the Town of Newton website which can be found at townofnewton.org.

Chairman Behnke opened the public in-put session of the Board Meeting. Gary Truettner inquired about how a person was placed on the agenda. Chairman Behnke told him that our agenda item entitled "Public In-Put" covered anyone who wanted to speak at a town board meeting. Mr. Truettner also inquired about the issuance of building permits and why they are allowed to go on for longer than one year. Joe Janowski, Zoning Administrator was instructed to check his files and anyone not having completed the project for which they were issued a building permit for one year will be asked to obtain another building permit. Other items Mr. Truettner addressed were who maintains the Town of Newton web site (clerk); certain entitlements fire fighters of the town receive (none) and was also informed that firefighters do not have to live in the Town. He also inquired about Plan Commission criteria for applying for permits in reference to the Scott Konik zone change. He was informed that the Chairman abstained from voting because he is related. Charlie Bauer stated that the Bonde Road sign should be changed to Bonde Lane or Court. He was informed that cul de sacs generally are called "Court". Since there was no further public in-put said session was closed by motion made by Kevin Behnke and seconded by Mark Knorr. Motion carried.

Our zoning administrator Joe Janowski then submitted his report for the month of August.

Ed Downing, Road Supervisor indicated he had gotten rid of the waste oil and the culvert on South Custer Street is installed. He also stated that he had received a call about discontinuing the road next to Terry Knox and said that Gary Kennedy from the Highway Department said that the Town should give a quit claim deed deeding one-half to Russ and Amy Teresinski and one-half to Terry Knox.

Mark Knorr, Supervisor had talked to Ed about the painting in the shop area as well as items that should be put in the 2012 budget such as new tires for the Oshkosh and a new pickup truck.

Roger Busse, Supervisor indicated dumpsters were in the Recycling Center for paper, clear glass. Green and amber glass will be put in one dumpster. Another will be brought in for tin and there will be signs on the dumpster indicating what should be deposited in them. Boxes should be crushed and a sign will be made for that.

Paulette Vogt, Treasurer submitted her report on the finances which was approved by motion made by Mark Knorr and seconded by Roger Busse. Motion carried. Paulette indicated that she has only one personal property which is not paid. She also stated that the new bill pay system is working well. Collection of taxes at the hall was discussed and it was the consensus that people liked paying their taxes in person. Because Paulette does not have a laptop computer it was decided to look into this and it will be on the agenda for the October meeting.

ValJean Marcoe, Law Enforcement Officer was the next person to submit his report since our last meeting. He indicated he had taken a cat to the Humane Society for which the Town would be charged \$30. Chairman Behnke stated that it was distinctly spelled out at our August town board meeting that no cats were to be taken to the Humane Society by anyone designated to bring animals to the Humane Society. ValJean was informed that under no circumstances should he or anyone else authorized to bring animals to the Humane Society take any cats there. The cat issue will be addressed in the Fall Newsletter.

ValJean also informed the Board that the waste water pipe matter located at a rental on County U had been rectified. He will check on this to make sure it stays corrected.

Other matters addressed in ValJeans's report were the cleanup of the Reichwaldt property of machinery and burdocks. He also spoke to James Erdman residing at the corner of Custer and English Lake Road who showed ValJean proof of licenses on vehicles on his property.

Another matter of an individual cutting grass at night and large fires was addressed. The matter of the Schuricht property was discussed and citations have been issued. Our attorney Kate Reynolds would like the history about the property as legal action will be pending on condemnation, Chairman Behnke indicated that citations should be issued often to effect this clean up as this matter has dragged on way too long.

Ayers Associates did a study on the South Union Bridge. They are recommending a ten ton weight limit on the bridge. Gary Kennedy of the Manitowoc County Highway Department indicated he would put this project on their docket schedule for bridge replacement. Kevin Behnke, Chairman made a motion directing the road supervisor to post a ten ton limit on the South Union Bridge between Newton Road and County Road F. Mark Knorr seconded the motion which passed. Roger Busse, Supervisor questioned this restriction of tonnage for the bridge but the bridge was studied by engineer and this is what was recommended. Failure to comply could result in legal action if anything derogatory happened on the bridge.

The next item of business was the submission by the chairman of an Employee Grievance Procedure Policy which is mandated under Act 10. We are responsible for having a grievance policy in place. Chairman Behnke reviewed and revised the template he had about this policy and put together a policy for the Town of Newton. Roger Busse made a motion to accept the Employee Grievance Procedure Policy. Mark Knorr seconded the motion which carried.

Correspondence was received by Chairman Behnke in reference to South 26th Street pertaining to a piece of road on the furthest Northern end. Town property abuts on the West side of the road and the City of Manitowoc abuts on the East side of the road. The City wants to know if Newton wants to participate in cost sharing of the road. The Town of Manitowoc takes care of the North end and Newton takes care of the South end. Kevin will forward a copy of the letter to the Town of Manitowoc and if they want to put this in their 2012 budget they can.

Chairman Behnke had a conversation with an individual interested in making the Heresite property a working business. There are many issues including: clean up because of contaminates; issue with Orchard Lane because of semi-truck traffic; issues on Orchard Lane because the City of Manitowoc has jurisdiction on the North side of Orchard Lane because the City abuts; weight limits could have an impact also on the business. During our Comprehensive Planning process this property was brought up. The residents on South 26th Street thought that South 26th Street was not conducive to industrial zoned property. After discussion it was decided that Chairman Behnke will ask the individual for a business plan to find out what he would like to do with the property/building.

Everyone was asked for input for the 2012 budget as well as the Fall Newsletter. Suggestions should be submitted to the Chairman.

In reference to well monitoring – we will stay with Cardinal Environmental for now.

In the matter of the Fitzpatrick retaining wall at English Lake that has fallen, Kevin asked that the Board view the same and if there is a problem as to what is being proposed Kevin will pass the Board's concerns on to Park and Planning.

Direct deposit for employee payroll was the next item of business. It is mandatory for all employees to do direct deposit.

It was decided to hire a cleaning person to clean the hall, office, bathrooms, kitchen, refrigerators, windows, floors, weeding, put bags together for the Recycling Center, bathroom, kitchen once a month approximately three to four hours a week to be paid the same rate as the recycling attendants. Mark Knorr, Supervisor felt that the kitchen, meeting room and bathrooms should be included. This matter will be addressed and finalized later as well as updating the employee policy.

Kevin made a motion at this time that we go into closed session pursuant to Wisconsin Statutes 19.86(1)(c) to discuss personnel matters. Roger Busse seconded the motion which carried.

Immediately following closed session Mark Knorr made a motion we go back into open session. Roger Busse seconded the motion which carried.

The clerk submitted the statements as well as correspondence received.

There being no further business to come before the meeting we adjourned by motion made by Kevin Behnke and seconded by Mark Knorr. Motion carried.

Barbara Pankratz, Clerk

