



MINUTES OF SPECIAL MEETING OF THE OMRO TOWN BOARD OF SUPERVISORS

DATE: January 17, 2022 **TIME:** 6:00 p.m. **LOCATION:** Omro Town Hall, 4205 Rivermoor Rd.

Call to Order

The meeting was called to order at 6:00 p.m. by Chairman Brian Noe.
The Pledge of Allegiance was said in unison.

Attendance

Chairman Brian Noe, Supervisors Mark Krings and Steve Disterhaft, Clerk Dana Woods, Treasurer Beth Jackson and Attorney Karen Marone were present.

Statement of Public Notice

Notice of this meeting was posted at the following locations: Omro Town Hall, 4205 Rivermoor Road; Garbage & Recycling Drop-Off Center, Wendt Road & County Road FF; and near the Corner of Liberty School Rd & County Road F. Notice was also posted on the Town of Omro website and emailed to the Omro Herald and the Oshkosh Northwestern.

Public Comment

Resident Marlena Ross asked about the status of the planned financial audit. Clerk Woods replied indicating that KerberRose was scheduled to do the field work for the audit at the town hall the following week.

Resident Harve Ross asked what years would be included in the audit and whether or not it would include 2019. Clerk Woods explained that the board approval for the audit services did not specify years, and since 2019 financials had already been reviewed once, the auditors have been told to focus on years 2020 and 2021. Audit Manager indicated that in order to build beginning balances for 2020 they would be required to look back through 2019, but unless they had something specific the auditors would know to look for, they felt adding another year to the audit would not be a good use of the extra \$9,500.

Community Policing Discussion

No representative from sheriff's dept. present at this time.

Candidates for Public Office

None present at this time.

Certified Survey Map for Janet Treleven

Chairman Noe explained Planning Commission recommended approval; there is no Parkland Dedication Fees required since no additional lot is being created. It's consistent with comprehensive plan and no zoning change is required.

MOTION by Supervisor Krings, second by Supervisor Disterhaft to approve Certified Survey Map for Janet Treleven affecting parcels 016-0413-04 & 016-0413-03 for the purpose of adjusting the layout of Lot 2 and to help facilitate driveway access.

Motion carried on a 3-0 voice vote.

Site Plan Review for Wagner Storage

Chairman Noe explained this item will be laid over since the information just got to the engineers a week or so ago. Item will likely appear on February agenda when we will most likely have a complete report from engineer.

Discuss Town Membership in the Fox Wolf Watershed Alliance

Town's membership was recommended when the latest stormwater management plan update was completed. It's a group of municipalities in this area that work with the DNR with regard to MS4 regulations and other requirements put to the town. Could help with those items and also make the town eligible for more grant money in the future.

Supervisor Krings asked what the membership cost is. Clerk Woods informed it's \$610.

MOTION by Supervisor Krings, second by Supervisor Disterhaft to become a member of the Fox Wolf Watershed Alliance.

Motion carried on a 3-0 voice vote.

Appoint Tom Tuschl as an Election Inspector

When the board approved Election Inspectors to the 2022-23 term back in December, Clerk Woods had provided a list based on the most recent list she was able to find. Mr Tuschl's name was not on it as he had taken a temporary break from it. Was interested still so the clerk recommended board approve him this month.

MOTION by Supervisor Krings, second by Supervisor Disterhaft to appoint Tom Tuschl as a Town of Omro Election Inspector for the 2022-23 term.

Motion carried on a 3-0 voice vote.

Operator License Application for Jay Sadlon

Clerk Woods confirmed his application materials and background check warranted approval.

MOTION by Supervisor Disterhaft, second by Supervisor Krings to approve Operator License Application for Jay Sadlon.

Motion carried on a 3-0 voice vote.

Road Supervisor Report

Chairman Noe shared:

- Not much snow and ice, so we've been working on tree removal and low-hanging branches.
- Couple areas where the road heaves every year. Will keep an eye out for that to do patching.
- Have gotten some calls from people asking for more salting, but town is limited by the DNR as to how much salt can be used in some areas.
- Supervisor Krings asked about a tree issue a while back he thought was on Yost Road. Chairman Noe will check on it.
- Supervisor Krings asked about 9th Street, east of Heise on north side there's some brush encroaching making it hard to see when coming up to the stop sign. Chairman Noe will check on that.

Clerk Report

Correspondence shared:

- Winnebago County Solid Waste Management Board advising us of their holiday schedule; will post on website.
- WTA advised the Dept. of Treasury released the Final Rule for ARPA funding usage. Major news from that is the change that local governments can now claim a standard allowance of \$10 million in lost revenue regardless of their result of the lost revenue calculation, meaning all funds up to \$10 million (Town's allocation is approximately \$250k) can be used for the provision of governmental services, including road maintenance.

Update on audit was already mentioned during Public Comment.

Security features installation should commence this month; vendor is waiting on one last component to arrive.

Election Inspector Training will take place this month. Would like to get everyone on the same cycle for training if possible.

Primary Election is coming up. Important to note that only voters who reside in Wards 2 and 3 can vote in the primary. Reached out to Toney Daley (Omro Herald) and also Tom Tuschl (town newsletter) to see if they can help spread the word on that so we can minimize how many people from Wards 1 and 4 show up on February 15 expecting to vote when they don't need to. Also posted this information, along with maps, on the town's posting board, the front door at the town hall and on the town's website.

Planning Commission Report

Nothing to report beyond the CSM dealt with earlier in the meeting.

Town Attorney Report

No report at this time.

Town Supervisors Report

Supervisor Disterhaft mentioned he has an unexpected conflict with the February board meeting. Chairman Noe commented that historically we try to make it work on another date if we can so that all three board members can be there.

Meeting date was changed from February 21 to February 28.

Town Chairman Report

Update to IDB Fund use: PC Chair and TB Chair plan to meet with some people from UWO to see if they can help facilitate a Hwy 21 Corridor Study. Once we have some parameters and numbers, will bring back to the board for approval, likely in February.

Approve Meeting Minutes

Clerk Woods submitted meeting minutes from December 20, 2021.

MOTION by Supervisor Krings, second by Supervisor Disterhaft to approve meeting minutes from the December 20, 2021 Town Board meeting as presented.

Motion carried on a 3-0 voice vote.

Treasurer's Report

Treasurer Jackson provided report and pointed out refunds that need to be sent out for people whose banks sent in payment for more than what was owed; refunds total \$4,556.74. Need approval to write and send those checks.

MOTION by Supervisor Disterhaft, second by Supervisor Krings to issue tax refunds totaling \$4,556.74.

Motion carried on a 3-0 voice vote.

Treasurer Jackson pointed out checks sent out that have never been cashed; will need to talk about how to handle those - less than \$1,000 worth total. Clerk Woods confirmed that if payees can't be reached the funds need to be reported and turned over to the state as unclaimed property.

MOTION by Supervisor Krings, second by Supervisor Disterhaft to approve Treasurer's Report as presented.

Motion carried on a 3-0 voice vote.

Accounts Payable

Clerk Woods provided list of payables for January along with supportive documentation.

MOTION by Supervisor Krings, second by Supervisor Disterhaft to approve Accounts Payable for January in the amount of \$1,953,621.85 (includes tax settlements). Motion carried on a 3-0 voice vote.

Upcoming Meetings and Workshops

Clerk Woods left information for WTA District Meeting dates on the tables. Board of Review Training is included. Registration is required.

Agenda Items for Next Meeting

None other than previously mentioned.

Convene into closed session

MOTION by Supervisor Krings, second by Supervisor Disterhaft to go into closed session at 6:25 p.m., pursuant to Wis. Stats. Sec. 19.85 (1)(g), to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation related to (a) Open Records Charges, (b) Ross/Wagner litigation and (c) Notice of Circumstance of Claim by Brian Seaman, Sherry Seaman and Mechanical Services, Inc. Motion carried on a 3-0 roll call vote.

Adjourn

MOTION by Supervisor Krings, second by Supervisor Disterhaft to adjourn the regular meeting from closed session at 8:45 p.m. Motion carried on a 3-0 roll call vote.

Submitted by

Dana Woods, Town Clerk

Approved by Town Board February 28, 2022