



# MINUTES OF MONTHLY MEETING OMRO TOWN BOARD

**DATE:** November 20, 2023      **TIME:** 6:00 p.m.      **LOCATION:** Omro Town Hall, 4205 Rivermoor Rd.

## Call to Order

The Public Hearing on the 2024 Proposed Annual Budget was opened at 6:00 p.m. by Chairman Brian Noe.

- **Resident Tom Tuschl** asked how we can estimate Intergovernmental Revenues down to the penny. Clerk Woods explained that the town is provided with that information from the Department of Revenue each year to help plan.
- He also asked for confirmation that the budget is compiled to adhere to municipal levy limit. Clerk Woods answered in the affirmative.
- He then asked about the Contingency Fund and whether or not any had been spent during the last year and whether or not it was based on tax collection. Clerk Woods explained that Contingency had no funds in it in the initial 2023 Budget, it was added with a Budget Resolution after the Annual Meeting based on available funding. None of that \$100,000 has been spent. Woods also confirmed that everything in the 2024 budget is dependent on tax collection.
- **Russell Cunningham** asked why there was such a large difference in Culture, Recreation and Education between 2023 and projected 2024. Clerk Woods explained the large expenditure in 2023 was the town spending donations made toward the 175<sup>th</sup> celebration.

**Public Hearing was closed at 6:07 p.m.**

## Special Meeting of the Electors

The Special Meeting of the Town’s Electors was called to order at 6:07 p.m. by Chairman Brian Noe.

**MOTION** by Viola Schmick, second by Tom Tuschl to adopt Resolution 2023-11 setting the Town of Omro 2023 Tax Levy to be collected in 2024 in the amount of \$445,531.

Motion carried by a unanimous voice vote with no opposition.

**Special Meeting of the Electors was adjourned at 6:09 p.m.**

## Regular Meeting Called to Order

The regular town board meeting was called to order by Chairman Brian Noe at 6:09 p.m.

The Pledge of Allegiance was said in unison.

## Attendance

Chairman Brian Noe, Supervisors Mark Krings and Steve Disterhaft, Clerk Dana Woods, Treasurer Brenda Pluchinsky 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**

None

**Community Policing Discussion with Sheriff's Department Representative**

None present at this time.

**Approve Town of Omro Annual Budget for 2024**

**MOTION** by Supervisor Disterhaft, second by Supervisor Krings to adopt proposed budget for 2024.

Motion carried on 3-0 voice vote.

**Consider TAC Membership and Term for 2024**

Chairman Noe and Clerk Woods explained the update to term dates provided at WTA Annual Convention.

Board can decide to either not renew memberships, renew membership for 12 months and receive a renewal next year for 6 months, or renew for 18 months right away and be paid through June of 2025.

**MOTION** by Supervisor Krings, second by Supervisor Disterhaft to renew for 18 months at this time.

Motion carried on a 3-0 voice vote.

**Discuss Possible Uses for 2024 IDB Funding**

Last year we attempted to request those funds for Hwy 21 study – some delays at the county level, but there is indication from the County Executive that we will get those funds. Most recent meeting, they were looking at making changes. Chairman Noe shared thoughts that we should ask that the county pay us for both years at once. There is another meeting planned for the next couple weeks. Supervisor Krings agreed. Supervisor Disterhaft did not oppose.

**Consider City of Omro's Request for Town's 2024 Allocation of IDB Funding**

Laid over until next month.

**Discuss Options for Town Code Publishing and Maintenance**

Chairman Noe and Clerk Woods updated on the progress so far with General Code, as well as the disposition of, and dissatisfactory response to the concerns expressed to General Code about the draft provided in the spring. Do we want to spend more money with General Code to continue fixing the issues and then pay for annual publishing of it and get charged for updates as needed? Or should we consider publishing the PDF of the ordinances we have now, and have the clerk's office update as needed with no cost? This would require adopting the amendatory ordinance to codify the changes already made in the draft, and likely future ordinance revisions as well, but at least the future revisions would not cost anything.

**MOTION** by Supervisor Disterhaft, second by Supervisor Krings to have the town ordinances published on the town's website and have the clerk update as needed. This will take place when the updated website goes live and the update to the ordinances is completed.

Motion carried on a 3-0 voice vote.

**Consider Contracting with Munibit for Town Website Hosting**

While at WTA Annual Convention Noe and Woods met with a representative from Munibit about options for not just the town's website, but also how it could be used to publish the town code in a more professional looking manner than we can with current website. Instead of paying about \$1,000 annually to publish the code, plus get charged for work as updates are needed, we could use those funds for Munibit hosting and update the code from the clerk's office without extra fees.

**MOTION** by Supervisor Krings, second by Supervisor Disterhaft to contract with Munibit for the town's website.

Motion carried on a 3-0 voice vote.

### **Approve Town of Omro 2024 Meetings Calendar**

Conflict for Planning Commission in July due to the 4<sup>th</sup> of July Holiday pushing back the WTA Unit meeting. Can ask PC at the December meeting if July 9 or 10<sup>th</sup> work.

Supervisor Disterhaft has a conflict with February 19 and it's also the night before an election. Consensus was to move to February 12

**MOTION** by Supervisor Krings, second by Supervisor Disterhaft to approve 2024 Town of Omro Meetings calendar with the changes as discussed and with the Planning Commission's opinion on July.

Motion carried on a 3-0 vice vote.

### **Road Supervisor's Report:**

- Parking lot was crack sealed before the end of the year.
- Think we have a couple other patches out on Bradley.
- Some dead trees we can deal with. Like to see how much snow we get before that.

### **Clerk's Report:**

#### **Correspondence:**

- WEC Memo regarding suspicious mailings was shared.
- Anonymous donor walked into the town and gave the town \$10,000. After some discussion with the Clerk, the donor said they'd prefer that it go to the Omro-Rushford Fire Department. Check will be issued with next month's payables.

#### **Open Records Requests:**

- Trevor Damkot from Alpine Insulation requested the monthly building permit report. Clerk Woods just remembered she had not sent it to him yet, she will do so tomorrow.

#### **Planning Commission:**

- Did not meet.

#### **Attorney's Report:**

- None at this time.

#### **Supervisors' Report:**

- None at this time.

#### **Chairman's Report:**

- Sandhill farms Phase II, some concerns communicated to Chairman Noe that some grading that hasn't been done.
- Attended IDB Meeting - 2023 Allocation still pending.
- Also have been attending meetings with a committee to look into an affordable housing development – perhaps \$2 million in Spirit Funding will be put towards it.
- WTA Annual Convention; was worthwhile. Took away some valuable information and ideas to bring to the board in the future.

**Meeting Minutes**

**MOTION** by Supervisor Krings, second by Supervisor Disterhaft to approve the October 16, 2023 town board minutes as presented.

Motion carried on a 3-0 voice vote.

**Treasurer's Report**

Treasurer Pluchinsky presented her report reflecting balances of:

- Tax Checking: \$1,886.12
- Private Roads: \$118,733.51
- Parkland Dedication: \$3,936.16
- General Fund: \$205,125.43
- Cans for Park \$9,147.76

**MOTION** by Supervisor Krings, second by Supervisor Disterhaft to approve the October 2023 Treasurer's report as presented.

Motion carried on a 3-0 voice vote.

**Accounts Payable**

**MOTION** by Supervisor Disterhaft, second by Supervisor Krings to approve accounts payable in the amount of \$43,296.23.

Motion carried on a 3-0 voice vote.

**Upcoming Meetings or Workshops**

Frontline Cash Handler Training - Brenda would like to attend. Registration is \$69.

**MOTION** by Supervisor Disterhaft, second by Supervisor Krings to approve Brenda's request.

Motion carried on a 3-0 voice vote.

**Agenda Items for Next Meeting**

None mentioned.

**Closed Session**

**MOTION** by Supervisor Disterhaft, second by Supervisor Krings to have the Town Board may convene into closed session, pursuant to Wis. Stats. Sec. 19.85 (1)(e), for the purpose of conducting public business with competitive or bargaining implications pertaining to ambulance service at 6:50 p.m.

Motion approved on a 3-0 roll call vote.

**Adjourn**

**MOTION** by Supervisor Krings, second by Supervisor Disterhaft to adjourn the meeting from closed session at 7:26 p.m.

Motion carried on a 3-0 roll call vote.

Submitted by Dana Woods, Town Clerk  
Approved by Town Board December 18, 2023