

**Minutes**

**October 8, 2019**

**Town of Brazeau Special Board Meeting**

**Town of Brazeau Hall**

**10892 Parkway Road, Pound, WI 54161**

**i. Call to Order**

Chairman Wendt called meeting to order at 6:30 p.m.

**ii. Roll Call**

Present: R. Gretzon, G. Kempka, R. Wendt, J. Grosse. D. Parmentier was absent.

The Pledge of Allegiance was recited.

**iii. Agenda Approval**

Motion by Grosse/Gretzon to approve the agenda. The motion was voted on and carried.

**iv. ACTION ITEMS**

**1. Park Plan—12128 Parkway Road**

Paul Shallow did not have the updates ready. Nothing new to report.

**2. WPL Engineering Project**

Robert E. Lee Engineering did not have anything to report as of yet. No action taken.

**3. Application Fees to Work on Town Roads**

There was discussion on whether to change the fees or just change the wording on the application form. Motion was made by Kempka/Gretzon to change the wording on the application to "Repair of road to be completed in 30 days with an anticipated start date and anticipated end date. Fees to remain the same. The motion was voted on and carried.

**4. Approve Application to Perform Work on Town Road for David Boreen at 13113 S. White Potato Lake Road**

Following discussion motion was made by Gretzon/Kempka to approve the application with stipulation that the owner is responsible to put stakes on each side of the road marking the buried line and reporting it in the digger's hotline locator. The motion was voted on and carried.

**5. Approve Additional Deputy Clerk**

Motion by Gretzon/Grosse to approve an additional deputy clerk at the pay rate of \$15.00/hr. Motion was voted on and carried.

**6. 2019 Oconto County Library Tax**

Discussion on the Library Tax for Oconto Falls Library. Motion was made by Kempka/Grosse to pursue membership in the Oconto Falls Library. Motion was voted on and carried.

**7. UES Technologies Price Quote/Election Security Subgrant Program**

The Subgrant for \$1200 was applied for and received. Following discussion, motion by Gretzon/Kempka to approve purchase of new desktop computer and laptop. The motion was voted on and carried.

**8. Copying Fees**

Board discussed the proper procedures and who pays fees for copies made in the clerk's office.

Clarification was made that all copies are charged for except for copies that are used for and distributed to all board members including Plan Commission. Any requests for copies/paperwork must be in writing and clerk will respond in a timely manner. Treat discussion as informational only.

**9. Tuck Pointing**

Following discussion, motion by Gretzon/Grosse to approve Proposal One (\$7904.00), Proposal Two (\$340.00), and Proposal Three (\$4055.00) to do the Masonry restoration with R.J. Jacques, Inc. at the Town Hall located at 10892 Parkway Road. The motion was voted on and carried.

**10. Generator Estimate**

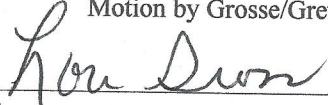
Proposal for Kallies Electric, Inc was reviewed. There was discussion on the two types of generators, LP or Diesel in the proposal. Motion by Kempka/Gretzon to purchase a diesel generator for the Town Hall at 10892 Parkway Road at \$33,639. Motion was voted on and carried.

**11. 2020 Budget**

Discussed the 2020 Budget. Went through the revenues and expenditures line by line. Set the date for the Budget Hearing Meeting for November 19<sup>th</sup>, 2019. Meeting will be held prior to the Regular Board Meeting.

**v. Adjournment**

Motion by Grosse/Gretzon to adjourn. The motion was voted on and carried. Meeting adjourned at 8:50 pm.

  
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Lori Gross, Town Clerk/Treasurer