

February 20, 2024 6:30 P.M.
Town of Brazeau Regular Board Meeting
Town of Brazeau Hall, 10892 Parkway Road, Pound, WI 54161



APPROVED

i. Call to Order

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

ii. Roll Call

Present: D. Parmentier, J. Fetterly, R. Wendt, R. Nasgovitz, C. Kasten

iii. Agenda Approval

Motion by Parmentier/Fetterly to approve the agenda. The motion was voted on and carried. 5-0

iv. Approval of Previous Meetings Proceedings:

Motion was made by Parmentier/Fetterly to approve the previous meeting minutes and special meeting minutes with a correction under adjournment from 5-0 to 4-0. The motion was voted on and carried. 5-0

v. REPORTS

1. Financial

The written financial report was presented by Clerk Kriescher. General Fund balance as of December 31, 2023, the balance forward was \$1,935,416.75. Donation Fund Savings \$480.96; Fire Department, Ambulance and Dive Account Funds are \$112,305.96, bringing a total town balance to \$2,490,862.13.

2. Ambulance

The ambulance service submitted a written report. The service had 5 calls for the month with one being a fire standby. Members of the ambulance, fire and Coleman Rescue Squad held a joint MCI training. The rigs were brought in for service and their DOT inspections and the cots and life Pak defibrillators were gone through their three-year inspection and are working fine.

Fire Department

John Fetterly presented the fire department report. The fire department had 3 calls this past month, 1 was a lift assist and an assist to the Pound fire department. The department is working on some grants for a truck and compressor.

Dive Team

Keith Scray presented the report for the dive team. The dive team had no calls and they are holding a fundraiser on Saturday, February 24, 2024.

Highway Department

The highway department has been busy plowing, refilling the salt and sand shed, doing repairs on the loader and brusher. They also put-up signs for the weight limits that were put on the roads on February 5, 2024.

Public Comment

Clerk Kriescher had a request from Supervisor Nasgovitz to check with Town of Spruce and Town of Pound concerning some roads that will need attention in the future. Clerk Kriescher emailed Spruce with no response and Pound responded to let us know that they have big projects for the next 2 years so it might not be feasible for them for the next couple years. Clerk Kriescher stated the office will be closed Tuesday, February 27, 2024. Supervisor Kasten requested the town talk to the county to ask for a more detailed report for regarding our NOCCO agreement, he would like to see where are money is being spent. The clerk and Supervisor Parmentier, who serves on that committee, were asked to inquire with Rita to see what could be done. A resident asked a question on the January expenses form as to what the settlements paid where and Chair Wendt stated the town collects all the taxes and the settlements are everyone's share of all the tax money collected.

ACTION ITEMS

1. **Plan Commission**
 - a. **Land Division**-Motion was made by Fetterly/Parmentier to approve the land division for Goffard. Motion was voted on and carried. 5-0
 - b. **Rezone**-Motion was made by Nasgovitz/Fetterly to approve the rezone application for Goffard. Motion was voted on and carried. 5-0
2. **Short-term Rental Ordinance Implementation Process**

A draft letter to residents was given to the board by the clerk to see if the town would be interested in sending the letter to all land owners or just the short-term rental owners that the town is aware of. Jayme Sellen was present and stated that there is a company that can find STR's in your town and would even send them a letter, but that would come with a possibly high fee. She also stated that you can go and search AirDNA to find the short-term rentals in the town. After some discussion and questions from the town chair concerning the legality of the ordinance there was motion made. Motion was made by Parmentier/Nasgovitz to send the ordinance to our lawyer for review. Motion was voted on and carried. 5-0
3. **Room Tax Ordinance Process and Procedures**

Jayme Sellen answered questions from the board concerning working with the Tourism and Economic Development Commission for Oconto County. She mentioned that they are still in the planning phase and still holding meetings on this. Some of the items discussed: quarterly meetings, annual reports, annual work plans, grants, a possible admin fee and if the town would agree to work with them, is there a contract to sign. There is an agreement to adopt and at any time if either party would like to cancel the agreement you can do so with a 30-day notice. There was some concern over the legality of this ordinance also. Motion was made by Parmentier/Nasgovitz to send the room tax ordinance to the lawyer. Motion was voted on and carried. 5-0
4. **Fee Schedule Update**

The changes made to the fee schedule would be to add the Short-term rental ordinance and the Room Tax ordinance and the fees associated with them. Motion was made by Parmentier/Nasgovitz to inquire with the attorney on where to add the fees. Motion was voted on and carried. 5-0
5. **Municipal Emergency Operations Plan Guidance**

No action needed, postponing until April.
6. **Resolution 02-2024 for Retirement Plan**

Motion was made by Fetterly/Nasgovitz to approve Brooke Kriescher to execute plan documents and adopt Resolution 02-2024. Motion was voted on and carried. 5-0
7. **Request for Help with Eurasian Milfoil-Underwood Lake and White Potato Lake**
 - a. **Underwood Lake Property Owners Association**

Motion was made by Kasten/Fetterly to approve the request in the amount of \$100. Motion was voted on and carried. 5-0
 - b. **White Potato Lake District**

Motion was made by Fetterly/Parmentier to approve the request in the amount of \$600. Motion was voted on and carried. 4-1 with Nasgovitz voting no
8. **Quote for Generator at Elizabeth Washabeck Memorial Building**

Supervisor Fetterly presented a quote for a generator to be installed at the Elizabeth Washabeck Memorial Building and a suggestion was made to possibly acquire another quote. John stated he would get another quote and the board could discuss this at the next meeting. No motion needed.
9. **Budget and Possible Amendment**

The clerk stated she spoke with the auditors on what line items of the budget would be used for the short-term rentals and room tax ordinance. After she received the response from the auditors a line item would need to be added to the revenue side of the budget for the income related to the room tax.

The clerk will add line item: 100-41210 (Public Accommodations Tax) and no amendment is needed at this time. No motion needed.

10. Board Comments and Suggestions for Next Board Meeting

Supervisor Fetterly will get another quote for the generator. Supervisor Nasgovitz asked if the clerk could try and get in contact with the Town of Spruce. No motion needed.

vi. February 2024 Wage and General Vouchers

Motion was made by Parmentier/Fetterly to approve the February 2024 wage and general vouchers.

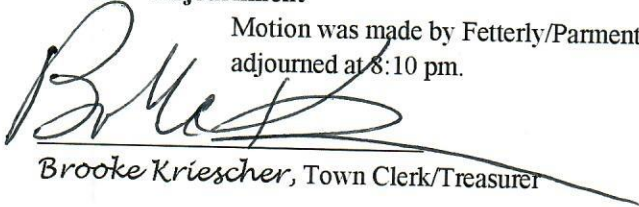
Motion was voted on and carried. 5-0

ix. Set Next Meeting

Next town board meeting will be held on March 19, 2024 at 6:30 p.m.

vi. Adjournment

Motion was made by Fetterly/Parmentier to adjourn. Motion was voted on and carried. 5-0 Meeting adjourned at 8:10 pm.



Brooke Kriescher, Town Clerk/Treasurer