

**MINUTES OF BOARD MEETING  
TOWN OF MARION  
JANUARY 13, 2020**

1. **Call to Order:** Steve Peer, Chairman, called the regular Board meeting for the month of January to order at 6:36 p.m.
2. **Roll Call:** Present at the meeting were: Steve Peer, Chairman; Todd King, Supervisor; Cal Owens, Supervisor; Judi Boughton, Clerk and Laurie King, Treasurer.

Citizens who were in attendance of the meeting were: Laurayne Fischer, Brad Smrcina.

3. **Approval of Agenda:** Steve made a motion to move the agenda item discussing whether a building permit required for a shed/cabin on 15372 Tower Road to be addressed after the citizens input. Cal seconded the motion.
4. **Proof of Publication of Meeting Notice:** Judi Boughton provided proof of publication for the meeting stating that the notice was published in the Boscobel Dial on Thursday, January 9, 2020; and the notice and agenda were posted on the town website and at the town shop on Thursday, January 9, 2020.
5. **Minutes of Previous Meeting:** The Minutes of the December 9, 2019, meeting were distributed to all who were present and, after everyone had a chance to review the minutes, a motion was made by Cal to approve them. The motion was seconded by Todd
6. **Treasurer’s Report:** The Treasurer’s report was read by Laurie King and is as follows:

End of Year Balances for 2019 are as follows:

Checking:	\$2,774.01
Equipment Fund:	\$4,956.30
Red School Fund:	\$813.20
Money Market:	<u>\$54,541.46</u>
 Total:	 \$63,084.97

Current Balances – January 13, 2020:

Checking	\$ 403,803.38
Equipment fund savings	4,956.30
Red school house restoration	828.20
People’s Money Market	<u>80,755.76</u>
Total:	\$ 403,343.64

Loan Summary: Regarding the loan with Peoples State Bank, the terms of the loan are 2.49% fixed annual rate until 2025. The current loan balance is \$335,231.94. Payments of \$16,500 are due to continue quarterly until a final payment is made in June of 2025. Additionally, \$35,000 was borrowed in December of 2019. This is due to be paid back in February of 2020.

Laurie asked if she should transfer \$7,500 to the equipment fund out of the general fund, and the board agreed. Laurie noted the money market balance contains the road aid for the 1<sup>st</sup> quarter and also the short-term loan funds of \$35,000.

**7. Citizen Input:** None.

**Discuss if Building Permit Required for Shed/Cabin at 15372 Tower Road (Brad Smrcina):** This agenda has been moved ahead of new business as per motion by the board as Brad Smrcina, building inspector, is present at the meeting to discuss if a building permit is required for the shed/cabin at 15372 Tower Road. The building size is 24 x 40. Living portion 846 feet. Porch is 114 square feet. There is also a deck. Brad stated according to the individual who called him, the building was built in 2018 and the owners have been living there at times. If they built and did not stay overnight, not a dwelling, but once they have stayed in the building overnight, it is considered a dwelling. Brad had taken photos, and copies were provided to the board. Brad went over the options in this situation. He put a notice on their door asking them to give him a call in reference to a building permit that they will have to comply with. He saw no septic so does not know if they have water. He has not been inside. Hopefully they have licensed contractors or it could be a problem for them. For Brad to be able to issue a building permit to them, they have to have a licensed plumber and licensed electrician. Banks require an occupancy inspection/permit. Brad is hoping they have taken pictures of what they have done and does not want to have to tear up things. Plumbing with no sanitation system is a problem and would have to get a hold of the county if that were the case. If they say they are unwilling to cooperate, there will be a problem and they will be given a 30-day compliance. If they do not comply within the 30-day time line, Brad will have to come back to the board and the lawyer will get involved. In 10 days, they could have a \$10,000 fine. The scope of ordinance is directly out of the code book. References to SPS 320.02, 320.03. Brad put a notice on the owners' door on January 8.

Steve asked about log cabins that are brought in, and Brad said they do require a permit. Effective date 1978. June 1, 1980, is when the rest of the code went into effect. The determining factor is if they are staying in it overnight. Change of use is taking a barn and making it a home. Everything that is there is looked at for code compliance and then you just go from there. Mobile homes fall under HUD code. If there is an addition or alteration to the outside, there would be a permit if it falls under the ordinance. Ordinance square footage is so high that the mobile home would not fall in this. RV's aren't included at all.

Steve asked if there was a way around the hunting cabins where they come here to hunt and end up sleeping overnight. Brad said there is a cabin ordinance with exemptions, but that is for

existing cabins. Less than 100 square feet for a cabin is not considered a dwelling. If they are staying overnight in the RV and have a cabin but not staying overnight in it, then that is not considered a dwelling. Building permits are good for 2 years. Brad had contacted the state to see if a municipality can put in the ordinance to exempt a certain size of dwelling, but you cannot. Brad will keep us updated on what he finds out about the Tower Road property. Laurie gave him their mailing address, and he will also send them a letter at their mailing address, which is out of state.

## 8. Old Business:

- **Worker's Comp Injury Update (Release to Return to Work):** Cal will call his doctor and will get a release form so he can plow snow for the upcoming storm and will provide to Judi.
- **Election Security Subgrant Program Compliance Update.** Steve made a motion for Judi to order a computer and go ahead with what needs to be done to be in compliance with the program. Cal seconded the motion.
- **Election Security Contingency Plan.** Judi presented a copy of the drafted Election Day Emergency Response Plan for the board's review. A copy of this needs to be submitted to the county and the Wisconsin Elections Commission if approved. A motion was made by Steve to approve the contingency plan. Todd seconded the motion.
- **Short-Term Loan Update.** The short-term loan will need to be paid off in February per agreement with the bank. The loan has an interest rate of 1.55%. There are enough funds available, so a check will be approved at the February meeting to pay off the loan, and Laurie will get the payoff figure.

## 9. New Business:

- **Discuss if Building Permit Required for Shed/Cabin at 15372 Tower Road (Brad Smrcina):** This item was moved ahead of the old business and after citizens input as per motion by the board.
- **Discuss Building Permit Ordinance:** The February 2009 ordinance was made available to the board.
- **Truck Repair Update:** New fuel lines for truck; need to switch blade on Ford because of leaky cylinder. Ford pickup has flat tire. Estimate is \$157/tire put on in Boscobel for the pickup. The board will get tires from Terry's Tire (4 tires) and will need a check (\$157 x 4 = \$628.00).
- **Tubes on Dutch Hill:** Table to another meeting.
- **Discuss Keeping D. Hines on Payroll Versus Independent Contractor:** Discussion regarding keeping Dohnnie Hines on the payroll for mechanical work as we are paying out federal matching funds versus Dohnnie submitting a bill to the township as a business. Dohnnie prefers being on the payroll as he doesn't have a business license. He said he would take a cut in wages to offset withholding. The Board will leave him on the payroll as there shouldn't be a lot of repairs left to be done and the matching funds we are paying shouldn't add up to a lot.

**10. Future Agenda Items:** Update on building permit situation, short-term loan, worker's comp update, DNR permit for road; discuss situation on sand and salt, weight limits, election subgrant update.

**11. Patrolman's Report:** Discussed complaint on Back Road.

**12. Correspondence:** Scenic River Energy wants the board to sign an agreement that would allow them to do what they want without asking, and Steve doesn't think we should sign it (contract they sent). The board directed to send back to them unsigned. Received thank you notes from Allegiant and Reynolds Bros. Phil Moldrem donated \$15 to the Red School House. Notice from New Horizons saying they will no longer be making duplicate charge slips.

**13. Approval of Invoices:** A motion was made by Cal to approve the January invoices along with tires for the Ford, purchasing computer and \$0.40 overpayment. Todd seconded the motion.

Additional checks written out after the January 2020 board meeting and before the February 2020 board meeting are as follows:

- 1/19/20, Dennis and Vicki Colburn, \$0.40, check #13824.
- 1/21/20, Nat Newton, \$250.00, #13825.

**14. Adjournment:** Motion was made to adjourn the meeting by Todd. Cal seconded the motion, and the meeting was adjourned at 8:20 p.m. The February board meeting will be held on Monday, February 10, 2020, at 6:30 p.m.

Respectfully submitted,

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Judith A. Boughton, Clerk