

MINUTES OF 2024 ANNUAL MEETING
TOWN OF MARION
April 16, 2024

1. **Call to Order:** Steve Peer, Chairman, called the 2024 Annual meeting to order at 6:30 PM on April 16, 2024.
2. **Roll Call:** Present at the meeting were: Steve Peer, Chairman; Bob Frey, Supervisor, Jerrod Waterman, Supervisor; Judi Boughton, Clerk; Laurie King, Treasurer.

Citizens who were in attendance of the meeting were as follows: Chad Rogers, Prairie Sand and Gravel; Michael Pittsley, Fahrner; Grant Zootke, Scott Construction; Galen and Peggy Freymiller; Tiffany Waterman; Lonny and Laurayne Fischer; Tom Haile; Jonathan Knowles; Drew Frey; Jerrell and Kayla Sazama.

3. **Proof of Publication:** Notice of the meeting was published in the Boscobel Dial on Thursday, April 11, 2024. The notice of annual meeting and agenda were posted at the town shop and on the town web site on Wednesday, April 10, 2024.

A motion was made by Bob Frey to move opening the gravel and seal coat bids up from the regular board meeting to the annual meeting and awarding the bids so the contractors who are present can leave the meeting early. Jerrod seconded the motion.

A request for gravel and seal coat bids was posted at the town website and town shop on March 28, 2024, published in the Boscobel Dial on April 4, 2024, and April 11, 2024. The gravel bids were opened at the meeting and read out loud as follows:

- Frey's Trucking: Delivered \$9.35 per yard.
- Milestone Material: Delivered \$11.94 per yard.
- Prairie Sand and Gravel: Delivered \$8.40 per yard.
- Bard Materials: Delivered \$11.00 per yard.

Bob abstained from any input on the gravel bids due to a conflict of interest in owning a business that is placing a bid. Steve's opinion is to go with the lowest bidder if qualified. Jerrod agreed. Jerrod made a motion to award the gravel contract to the lowest bidder, Prairie Sand and Gravel, at \$8.40 per yard. Steve seconded the motion and signed the contract with Prairie Sand and Gravel.

There were two seal coat bids submitted prior to the meeting, and they were opened at the meeting and read out loud as follows:

- Scott Construction: Double seal over gravel \$40,126 per mile; single seal \$20,063 per mile.
- Fahrner Asphalt: \$40,740 double seal per mile; \$20,415 single seal per mile.

Bob mentioned Fahrner's willingness to warrant the work from last year on Town Hall Road and consideration of awarding them the bid. Steve said both do good work and, in his opinion, the reason we request bids is to see who has the lowest bid. Discussed and Jerrod made a motion to award the contract to Scott. Steve seconded the motion and signed the contract for Scott Construction. Fahrner asked by citizen if they didn't get the contract if they would still cover warranty on the work on Town Hall, and Michael Pittsley from Fahrner said they would warrant the highway work on Town Hall.

4. **Review of 2023 Financial Report:** The 2023 Financial Report was distributed to all in attendance for review along with the 2023 Cash Flow Report.
5. **Approval of 2023 Financial Report:** Steve asked if everyone had a chance to review the 2023 Financial Report and if there were any questions. There being no questions, a vote of hands from the electors was taken for approval of the 2023 Financial Report. There were 14 electors present. A show of hands approving the 2023 Financial Report was 14. There were 0 hands raised opposing the financial report. Jerrod made a motion to approve the 2023 Financial Report. Steve seconded the motion.
6. **Citizen Input:** Galen Freymiller was present and said the township needs to take care of the roads with the heavy drifting we had in the last snow storm. Crown Hill experienced heavy drifting with one lane of traffic flow and Galen said it was very dangerous and he had concerns of someone having a vehicle accident. Steve said he plowed it twice and the next morning.
7. **Identify Highway Improvement Project for County's Matching Road Aid:** A discussion was undertaken regarding what project the \$2,000 matching road funds from 2024 should be designated to be applied to. Steve says it should probably go in with the Tower Road project. As far as the project on Town Hall by the Marion church, the county will pay for half the tube on that project. Discussed Tower Road project. Steve said they could improve corners on Tower Road by cutting them back before seal coating. Jerrod made a motion to designate the \$2,000 county matching road aid improvement project funds to Tower Road. Bob seconded the motion.
8. **Set date for 2025 Annual Meeting (3rd Tuesday in April – April 15, 2025):** A motion was made by Jerrod to schedule the 2025 annual meeting for Tuesday, April 15, 2025. Steve seconded the motion.
9. **Adjournment:** Jerrod made a motion to adjourn the Town of Marion's 2024 annual meeting. Bob seconded the motion. The meeting was adjourned at 7:09 PM.

Respectfully submitted,

Judith A. Boughton, Clerk

**MINUTES OF BOARD MEETING
TOWN OF MARION
APRIL 16, 2024**

1. **Call to Order:** Steve Peer, Chairman, called the regular Board meeting for the month of April to order at 7:09 p.m.
2. **Roll Call:** Present at the meeting were: Steve Peer, Chairman; Bob Frey, Supervisor; Jerrod Waterman, Supervisor; Judi Boughton, Clerk and Laurie King, Treasurer.

Citizens who were in attendance of the meeting were: Galen and Peggy Freymiller; Tiffany Waterman; Lonny and Laurayne Fischer; Tom Haile; Jonathan Knowles; Jerrell and Kayla Sazama.

3. **Approval of Agenda:** The gravel and seal coat bid agenda items were moved ahead to the annual meeting so the contractors would not have to sit through all of the town business items. The remaining agenda items will be left in the order posted.
4. **Proof of Publication of Meeting Notice:** The notice of meeting was published Thursday, April 11, 2024, in the Boscobel Dial. The agenda was posted Wednesday, April 10, 2024, at the town shop and on the town web site.
5. **Minutes of Previous Meeting:** The Minutes of the March 11, 2024, board meeting were distributed to all who were present and, after everyone had a chance to review the minutes, a motion was made by Bob to approve them. The motion was seconded by Jerrod.
6. **Treasurer’s Report:** The Treasurer’s report was prepared by Laurie King and read by Laurie as follows:

Checking	\$	9,753.98
Equipment fund savings		13,688.91
Red school house restoration		3,883.99
People’s Money Market		179,556.83
ARPA Funds		6,436.77
Local Gov’t Inv Pool		24.59
Total:	\$	213,345.07

Loan Summary: Regarding the loan with Peoples State Bank, the terms of the loan are 2.49% fixed annual rate until 2025. The loan balance is \$77,609.64. Payments of \$16,500 are due to continue quarterly until a final payment is made in June 2025. State of Wisconsin DOT quarter 2 road aid is included in the money market balance.

1. **Citizen Input:** Galen would like to thank the board for what they did in keeping costs down with the seal coat loan now being at \$77,609 as opposed to \$700,000.

2. Old Business:

- **Update on Tower Road – Surveying/Quit Claim Deed/Invoice Payment:** Quit Claim deed is still at Lisa Rounds' tax service. Steve was going to stop in today but they were not open.
- **Update on ARPA Project – Allocation of Remaining Funds (\$6,431.00):** Bob suggested renting a machine to grind off brush along road due to low hanging trees. Steve asked if we wanted to do it in the winter or summer. Bob also suggested the garage door needs to be replaced on the shed and that may be something we could allocate the funds to. Judi suggested applying the funds toward buyout of the John Deere tractor lease. Jerrod made a motion to allocate the remaining ARPA funds towards purchasing the John Deere tractor we are leasing from Sloan's. Bob seconded the motion, and the remaining ARPA funds will be applied to purchasing the 2017 John Deere 6135E tractor, serial #1P06135ETH0010110. The total buyout of the lease is \$41,213.97.
- **Update on Bid on Culvert on Pine Knob and Town Hall Road:** Steve got a bid from McCabe for \$28,000, up to \$47,000 for box culvert extension. Steve already told him we are not going to spend that amount on a box culvert and thinks ripping it out and putting a tube in would be cheaper. If we get a tube through the county, they will reimburse half back on anything over 3 feet. The tube length will probably be over 50 feet by the time you figure in the drop-off.
- **Tower Road Project Update:** Steve said all 3 board members need to go up and look at the Tower Road project in order to get a plan on the project to relay to contractors for bidding. Board will meet tomorrow at 10:00 at town shop. Needs to be put out for bids for excavating, dozer and backhoe bid for May meeting. Steve said we received grant money to move dirt and make Tower Road a better and wider road, shape up corners, swing dirt from one side to other, put on lots of gravel and double seal coat.
- **Camera Update:** No update.
- **Cutting Edges for Pickup and Update on Pickup:** Jerrod said blades were back ordered for the pickup. They are available through Amazon and are \$660 for both cutting edges and bolts. Board will wait until mid summer or late summer to look at switching to hydraulics. Estimated \$1,000 to \$1,100 to put hydraulics on truck and snow plow will run with hydraulics and no electric. Jerrod said if new electric system on plow instead of hydraulics, will need new alternator and extra battery. Go with \$1,000 to \$1,100 and put hydraulic plow in. Jerrod says with this truck and that plow, that is the only way he sees it. Bob will take care of getting cutting edges for grader, one set. Bob will get a wing blade as one is due for it.
- **WisDOT Small Bridge Culvert Program (Inventory of culverts/bridges):** On March 15, Steve and Judi inventoried the culverts and small bridges thought to qualify for the WisDOT small bridge and culvert program. Twenty culverts were inventoried and new culvert by Marion bridge added, making it 21 in total. Steve also added a couple culverts that should be replaced that are too small to carry storm water that are included in that amount.
- **Spring Cleanup May 4.** Bob ordered 2 dumpsters and Lonny and Laurayne Fischer will set up spring cleanup workers.

3. New Business.

- **Review Bid Results and Award Seal Coat Bid:** This item was moved to the beginning of the annual meeting, the results as follows:

- Scott Construction: Double seal over gravel \$40,126 per mile; single seal \$20,063 per mile.
 - Fahrner Asphalt: \$40,740 double seal per mile; \$20,415 single seal per mile.
- **Review Bid Results and Award Gravel Bid:** This item was moved to the beginning of the annual meeting, the results as follows:
 - Frey’s Trucking: Delivered \$9.35 per yard.
 - Milestone Material: Delivered \$11.94 per yard.
 - Prairie Sand and Gravel: Delivered \$8.40 per yard.
 - Bard Materials: Delivered \$11.00 per yard.
 - **2023 Recycling Program Accomplishments and Actual Costs Annual Report:** Judi went ahead and filed the 2023 Recycling Program Accomplishment and Actual Costs Annual Report on April 16. The township collected 6.82 tons, which is 21.55 pounds per person per year and did not meet the table 1 collection standard of 82.40 pounds per person per year as set by the DNR.
 - **Review Rural Insurance Policy:** The board reviewed the insurance policy through Rural Insurance. The grader is listed at \$150,000. This was discussed, and Bob suggested it is not worth that amount. The board agreed to lower the insured value to \$100,000. Judi will contact Rural Insurance and have this change made.
 - **Letter of Support for Wisconsin River Trail Organization “DNR Knowles-Nelson Stewardship” Application:** Judi was asked by Denise Fisher to draft a proposed letter of support for the bike trail for WRTO to add to their grant application for the portion of the trail from the trailer court to Woodman. A copy was provided to each board member, and Bob made a motion to sign the letter. Jerrod seconded the motion, and Steve signed the letter as chairman.
4. **Future Agenda Items:** Tower Road project. Update on spring cleanup. Designate Alternate Member of BOR.
 5. **Patrolman’s Report:** There is a leak in the transmission on the white truck. It had been fixed once and is leaking on shop floor. Patch has been delivered. Judi pointed out there is a hole in the seal coat on O’Shadow Lane between their house and Wetters that needs to be addressed.
 6. **Correspondence:** Letter from Lafarge truck center announcing new owners. County notice of cutting trees on Connie Peterson trust property.
 7. **Approval of Invoices:** A motion was made by Bob to approve the April invoices. Jerrod seconded the motion. Judi has not been receiving invoices from Toor’s BP for some reason and they say we have a balance due. Has requested a hard copy several times without success. Board discussed not paying Toor’s invoice until they come up with a hard copy. Hold check for \$487.49 until invoice is received, check #15117.

Additional checks written out after the April 2024 board meeting and before the May 2024 board meeting are:

- None.

8. **Adjournment:** Motion was made to adjourn the meeting by Bob. Jerrod seconded the motion, and the meeting was adjourned at 8:17 p.m. The May board meeting will be held on Monday, May 13, 2024, at 6:30 p.m.

Respectfully submitted,

Judith A. Boughton, Clerk