

**AGENDA**  
**TOWN OF GORDON**  
**REGULAR TOWN BOARD MEETING**  
**& WORKING TOWN BOARD MEETING**  
**Tuesday, January 14th, 2025 - 6:30 pm**  
**Gordon Town Hall**  
**MINUTES - APPROVED**



- A. Call to order/ Roll Call** - Chair Jen Knutson, Supervisor Cody Eagle, Supervisor Craig Golembiewski, Treasurer Justin Flamang, Clerk Denise Wohlbier and – 10 interested citizens were in attendance.
- B. Pledge of Allegiance** - Recited
- C. Consent Agenda**
- a) Adopt Agenda - Motion to adopt Craig Golembiewski, 2<sup>nd</sup> Cody Eagle. Motion carries.
  - b) Approve Town Board Regular Meeting Minutes for December 10, 2024. - Motion to approve Craig Golembiewski, 2<sup>nd</sup> Jen Knutson. Motion carries.

**D. Treasurer's Report for December 2024**

<u><b>December 2024</b></u>	<u><b>Checking Account</b></u>	<u><b>Money Market</b></u>	<u><b>Savings Account</b></u>	<u><b>GGND Account</b></u>
Beginning Balance-Amended	\$59,160.70	\$218,120.26	\$8,987.57	\$33,204.63
Checks Written	(\$187,883.76)	-	-	-
Cleared Credits/Debits	(\$146,420.39)	-	-	-
Deposits	\$25,435.50	-	\$1,000.00	\$1,000.00
Voided Checks	-	-	-	-
Transfer MM	\$115,000.00	(\$115,000.00)	-	
Interest	\$.23	\$68.10	\$1.87	\$0.14
Outstanding checks	(\$61,482.46)			-
Ending Balance	(\$8,299.42)	\$103,188.36	\$9,989.44	\$34,204.77

**E. Department & Representative Reports:**

EMS: Betty Ebert, EMS Director: Total 15 calls – Gordon 7, Wascott 6, Mutual Aid 2.

Cemetery: Lisa Hall is working on getting the Cemetery mapped in computer.

Public Service Officer: Jamie Kuffel : 8 calls for service.

Fire Dept: Mike Chmielecki-Fire Chief : 6 calls – 2 Mutual Aid, 5 Medical, 1 Vehicle accident, made it 2 days into the year without having a structure fire. Looking at getting specs for getting a new truck for future needs.

Highway Dept: Justin Holmes: Doing normal winter right away brushing. A little snow plowing and sanding.

## **F. Department & Representative Reports cont.:**

County Board Supervisor: *Dennis Cummings reporting for Douglas County:* 980 Ad-Hoc Committee, met on December 13<sup>th</sup>, 2024, went into closed session (in closed session 2 properties identified as property 1 & property 2) returned to open session, there were two motions made and approved. First motion was to recommend property 1 to the Department of Human Services for placement of the individual pending release. The second motion was to recommend property 2 be placed on hold as there was no suitable housing and is not developed at this time. Forestry camp ground fees went to administration to raise fees. Board of Adjustment meeting for January 15<sup>th</sup> was canceled rescheduled for February 26<sup>th</sup>. Administration Committee meeting held on January 2<sup>nd</sup>, plan for transition of Ann Doucette's retirement. Next County Board Meeting is January 16<sup>th</sup>, the Board will be on hiatus in February.

Historical Society: Not in Attendance.

GGND: Not in Attendance.

**G. Public Comments:** Please be advised Per Sec 19.84(2), comment and announcements will be received from the public. Comments are to be directed to the Town board and limited to 2 minutes per person. No action will be taken by the board at that time.

Denny Kline – Wanted to say what a great job the Highway Department is doing on the roads.

## **H. Discussion and Possible Action Items:**

1. Approve December vouchers. Pest control shop around for 2025. Motion to adopt Craig Golembiewski, 2<sup>nd</sup> Cody Eagle. Motion carries.
  2. Sign Ordinance 2024-05 for Authorizing Fire Department to hold Volunteer Funds. Motion to adopt Craig Golembiewski, 2<sup>nd</sup> Jen Knutson. Motion carries.
  3. Sign Ordinance 2024-06 for Alternative Claims Procedure. Motion to adopt Craig Golembiewski, 2<sup>nd</sup> Jen Knutson. Motion carries.
  4. Review and sign Non-Metallic Mining 2024 Annual Reports for Crotte Brook and Connors Meadow. Motion to adopt Craig Golembiewski, 2<sup>nd</sup> Cody Eagle. Motion carries.
  5. Consideration of future Resolution to approve Town Purchasing Policy. Resolution 2025-01 approved and signed after minor change. Motion to adopt Craig Golembiewski, 2<sup>nd</sup> Cody Eagle. Motion carries.
  6. Approval of appointments for GGND officers. Motion to adopt Craig Golembiewski, 2<sup>nd</sup> Cody Eagle. Motion carries.
  7. Discussion on money to pay back to Wascott. Discussion on the review of BCPL loan process and timing of Fire Department 2025 capital outlay. Start Loan process for EMS \$51,000.00 and Fire Department for \$59,000.00. Motion made Jen Knutson, 2<sup>nd</sup> Craig Golembiewski. Motion carries.
- I. **Chair Report:** Topic that keeps getting brought up is the selling of land. Building a development for housing/property for residents. Had a discussion with Chaz Green he is on the committee for rural housing. About selling of property and building housing development, the Board can sell property how they want.
- J. **Supervisor Report:** Craig – Update on West Mail bridge it is now going to 2026 is stuck in the Federal DOT waiting on signatures filed for extension. Johnson Road Bridge is paid off and can now receive money back from the County. Cody – Nothing. Additional by resident on Election draw order for Town Supervisor. 1. Cody Eagle 2. Karly Knauss 3. Shawn Germann 4. Denny Kline.
- K. **Clerk Report:** 2 items – Introduce the new Deputy Clerk – Debra Feiden. Also had email from Sheldon Johnson the Executive Director of Northwest Regional Planning Commission wanting to have an annual Cleansweep for residential household chemicals this summer at the Transfer Station. Will follow up next meeting.

**Adjournment – 7:40 pm** Motion made Jen Knutson, 2<sup>nd</sup> Cody Eagle. Motion carries.

**Working Town Board Meeting:**

1. Call to Order/Roll Call - Chair Jen Knutson, Supervisor Cody Eagle, Supervisor Craig Golembiewski, Treasurer Justin Flamang, Clerk Denise Wohlbier
2. Specific Matters for Discussion and Possible Action.
3. Employee Handbook review on Highway policy PTO carry over. Discussion and solved the issue.
4. GGND Budget. Venmo set up, Amending Budget issues, Money handling issues will have a meeting with GGND Chair and Treasure and Town Clerk and Town Rep.
5. Discussion for possible for Deer stands on Town Land. Table until next meeting.
6. Discussion on new payroll system and Quickbook expert to update. Direct Deposit is 3 steps closure to getting done.
7. Discussion on the use of facsimile stamp for signatures and number of lines on checks for signatures. Facsimile stamp no, dropping down to 2 signatures.

**Adjournment – 8:15 pm** Motion made Jen Knutson, 2<sup>nd</sup> Cody Eagle. Motion carries.

**I certify that this Agenda was posted at the following locations, Town's Bulletin boards (3), ICO station, Post Office, Town's website, Facebook by Denise Wohlbier, Town Clerk, Town of Gordon.  
Date: 1-08-2025**