

# Town of Gordon

## Regular Town Board Meeting

Wednesday, February 16, 2022 6:30 p.m. Gordon Town Hall

~Minutes APPROVED

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Chair Tim Haakenson called the meeting, held at the Gordon Town Hall, to order at 6:30 p.m.

**Roll call:** Supervisors Jim Hankins, Supervisor Craig Golembiewski, Treasurer Ree Ann Mohs, Clerk Stephanie James, and 6 interested citizens.

**Pledge of Allegiance:** Recited

**Agenda:** *Golembiewski /J Hankins motion to approve the agenda was made and carried.*

**Minutes:** *Golembiewski made a motion to accept the minutes of January 11, 2022 Regular Board Meeting J Hankins 2<sup>nd</sup> the Motion. Motion Carries unanimously.*

**Treasurer's Report:** Ree Ann Mohs, 2021 Yearend Completed December 21 and January 2022 presented.

<b>December 2021</b>	<b><u>Checking Account</u></b>	<b><u>Money Market</u></b>	<b><u>Savings Account</u></b>
Beginning Balance	99,291.90	137,588.02	4,293.23
Checks Written	-194,843.22		
Deposits	61,033.31	-60,000.00	
Voided Checks			
Transfer MM			
Interest	.49	6.42	.16
Ending Balance	25,482.48	77,594.44	4,293.39

<b>January 2022</b>	<b><u>Checking Account</u></b>	<b><u>Money Market</u></b>	<b><u>Savings Account</u></b>
Beginning Balance	25,482.48	77,594.44	4,293.39
Checks Written	-177,519.69		
Deposits	184,343.72	537,031.79	
Voided Checks			
Transfer MM	100,000.00	-100,000.00	
Interest	22.36	22.36	.16
Ending Balance	514,648.59	514,648.59	4,293.55



## Department/Committee Reports:

**Constable:** *Jamie Kuffel per report: January 2022-1-Vehicle accident,4-Medicals, 1-Wrong Way Driver,1-Stranded Motorist (citation given-No Lic., Ride to Minong provided),1-Assist other Agency (auto Accident),1-Assist other Agency OWI,1-Check Welfare*

**County Board Supervisor:** No Report

**Gordon (GGND):** Need to Fix the Volleyball stands, and the Baseball stands. Add another mud volleyball court. **Board approved to fix the stands and add another mud volleyball court.** Also would like to have new pickleball courts lines to accommodate 3-4 courts. Add swings to the park also. **Craig G. requested that the Board would like to go down this spring and lay out the park with the new grills going in.**

: No Report

**Fire Dept.:** *Mike C presented: Total: 6 calls 5- Medical, 1-Mutual Aid*

**EMS:** *Betty Ebert sent report by Email: Dec 21 -19 Total-Gordon-13 Wascott-3 Mutual Aid 3*

*January 2022 Totals: 14 Gordon-5 Wascott-7 Mutual Aid-2*

**Cemetery:** *No Report*

**Highway:** Justin Holmes Highway Superintendent reported: Multiple mechanical issues with Grader, loader, orange truck and multiple plows. The New Truck will be delivered next week. Plowing has been done in between mechanical issues.

**Park and Rec:** Highway department will be overseeing the Parks going forward.

**Historical Society:** *Jan J:* No Report

Donations from Joe and Phyllis Baillargeon for the EMS, Fire and Cemetery of 500.00 each. Board was very appreciative of this generous donation. Thank you!

## Public Comment: No Comments

### Discussion and Possible Action Items:

**A. Financial Claims:** Final Year end Checks were presented for the year end of December 21 Approval of the December Vouchers 2021 that was presented. **Golembiewski made a motion to approve the December 21 year and carried T Haakenson seconds. Motion Carries unanimously.** January 2022 vouchers were presented, Approval of the January 22 vouchers were approved. **C Golembiewski made a motion to approve the January 2022 vouchers T Haakenson 2<sup>nd</sup> the motion carries unanimously.**

**B. Focus on Energy- Steve Craker-** Finding and recommendations for light savings: Canceled till March Meeting.

**C. Guy Lambert purchase of land on Barron Drive Update-** After speaking with Guy Lambert, He is requesting the 25ft strip between properties, See Map. We need to proceed with Douglas County register of deeds to clean this matter up. **J Hankins made a motion to have the clerk go to the Douglas County Register of deeds to do a quick claim deed to correct this small parcel of land. C. Golembiewski 2<sup>nd</sup> the motion. Motion Carries unanimously.**

**D. Resolution to Borrow Fund and Levy Tax for the Loan New Holland Boom Mower:** Clerk James read the Obligation of Loan from the Board of Commissioner of Public Lands resolution. Stating we are obligating the Town of Gordon for \$117,000.00 at a 2.5% interest for 3 years.

**C Golembiewski made a motion to approve the obligation of debt for the New Holland Boom Mower for 117,000 at a 2.5% interest for 3 years. J Hankins 2<sup>nd</sup> the motion carries unanimously. Tim Haakenson-YA James Hankins-YA Craig Golembiewski-YA**



**E. Resolution to Borrow Fund and Levy Tax for the Loan 2021 International Truck with Snowplow and Wing:** Clerk James read the Obligation of Loan from the Board of Commissioner of Public Lands resolution. Stating we are obligating the Town of Gordon for 190,000 at a 2.5% interest for 4 years.

**T Haakenson made a motion to approve the obligation of debt for the 2021 International Truck with Snowplow and Wing for \$190,000 at a 2.5% interest for 34years. J Hankins 2<sup>nd</sup> the motion carries unanimously. Tim Haakenson-YA James Hankins-YA Craig Golembiewski-YA**

**F. Policies for Approval:**

a. Municipal Emergency Operation Plan: C Golembiewski will go thur final approval and bring to the next meeting.

b. Job Descriptions for the Highway Department: **C Golembiewski made a motion to approve the Job Description for the highway Supervisor, Highway I and Highway II. J Hankins 2<sup>nd</sup> the motion. Motion carries unanimously.**

c. Safety and Health Manual- Craig suggested we add the verbiage to development in progress 2024. **C Golembiewski made a motion to approve the Safety and Health Manual. J Hankins 2<sup>nd</sup> the motion. Motion carries unanimously.**

d. Ethic Policy: Postponing for further review

e. Employee Handbook Draft-1<sup>st</sup> Draft: Presented 1<sup>st</sup> draft the Board will review and return comments to the clerk and reevaluate at the next meeting.

**G. Northwoods Rifle Range Land Purchase:** Les Chandler presented to the board the map of the area which they would like to purchase.3.6 acres by County Rd Y and the 18.07 acres beside the range. At \$ 1,000 Acre. After much conversation. C Golembiewski stated what is the best use for the property as a town asset and Safety is our number one priority. Currently the board is selling land at market value. **C Golembiewski made a motion to NOT approve the Land Purchase to go to the Annual Meeting. 2<sup>nd</sup> by T Haakenson along with J Hankins. Motion carries to not approve. Motion carries unanimously.**

**Chair Report:** Matt Kouchie is requesting an update on the land sales will stop by the clerk office.

**Supervisor Report:** None

**Clerk Report:** Meetings coming up soon

Open Book May 12 6-8

Board of Review May 19 6-8

WTA Meeting Sat April 9

Broadband Meting Friday 18 2-3.

G/W Joint Meeting March 3 Gordon -11:00

Board Meeting Change March 9 6:30

Annual Meeting Aril 19 6:30

Highway Work Session Feb 17 Noon

**Adjourn:** C Golembiewski made a motion to adjourn the meeting at 7:35 p.m. J Hankins 2<sup>nd</sup> the motion: Motion carries unanimously. Meeting Adjourned.

***Respectfully Submitted Stephanie James, Clerk***

