

**TOWN OF SAMPSON
BOARD MEETING MINUTES
Monday, November 14th, 2022 @ 6 p.m.**

The meeting was called to order at 6:00 p.m. by Chairman Jerabek. Present were Supervisors King and Butterfield, Clerk/Treasurer Gehl, and seven guests. The pledge of allegiance was recited.

There was no public comment at this time.

There were no additions or corrections to the November 1st meeting minutes. A motion was made by Supervisor Butterfield to accept the minutes of the November 1st meeting, Supervisor King seconded the motion and all voted in favor. Motion carried.

OLD BUSINESS:

All members had received a copy of the proposed job description for the new Deputy Clerk/Treasurer position. After a short discussion, Supervisor Butterfield made a motion to accept the new job description as written, Supervisor King seconded the motion and all voted in favor. Motion carried. The new job description will be added to the employee handbook. This position will be advertised and hired sometime early next year.

Clerk/Treasurer Gehl handed out the financial report for the month. She further informed the board about progress being made in organizing the town financial records and making sure all financial obligations were taken care of in a timely manner. Payroll tax records are being examined by an outside contractor and a report will be available later this week. Any necessary back payments will be made as soon as we become aware of them.

NEW BUSINESS:

Inez North, Vice President of the Security Bank of New Auburn, gave a report on the bank's financial condition. She also explained the collateralization agreement that the town could enter into with the bank. This agreement covers the tax collections for the 2022 tax year. It provides extra insurance beyond what the FDIC and State of Wisconsin provide. This extra insurance is at no cost to the town.

After some discussion, Supervisor King made a motion to accept the Collateralization Agreement with Security Bank for the 2022 tax collections, Supervisor Butterfield seconded the motion and all voted in favor. Motion carried.

A discussion was then had concerning the town financial position in the current inflationary climate. Chairman Jerabek outlined the difficulties the town was facing in light of significant increases in many of the budget items for which the town is responsible. He further stated that the town board would like input from the public on how to adequately finance road maintenance in future years. He presented three possible options. #1- Ask the town electorate to approve a levy increase. #2 - Borrow money for needed road projects, or #3 - Only do the minimum amount possible within

the present levy limits. He then opened up the discussion for the guests to give their opinions. The general consensus of those present was that they would not be in favor of a levy increase referendum. The problem with referendums was that they either last forever or if they are for a set time period, the public is asked to continuously renew them. Those present also stated that they did not feel that the town roads should be left to deteriorate due to lack of funds. They stated that borrowing at a reasonable interest rate would be advisable. It was further pointed out that the town had borrowed in the past for major purchases such as the town hall and the town road grader.

The board agreed that would be the best course of action. They further stated that borrowing would be kept to an absolute minimum and only done when road projects absolutely needed to be done. Chairman Jerabek stated that alternate methods of preserving blacktopped roads were being tried. The town had three miles of road chip sealed this year at a cost of \$86,000. This treatment should extend the life of the blacktop for ten to fifteen years. This compares to the present cost of \$130,000 or more for a one mile stretch of reclaimed, repaved roadway. If the chip sealing holds up well during this winter, more roads will be done next year.

The board then discussed changes to the employee handbook. Several changes were proposed by Chairman Jerabek and discussed by the board. Some of the changes were the removing of the reference to an elected Clerk/Treasurer since the town now has gone to an appointed Clerk/Treasurer. Other changes included the stipulation that all checks issued by the town must have prior board approval and must have two valid signatures. It was decided to continue to pay the full cost of the full time employee's health insurance rather than capping the contribution at \$6000 a year. There was a change in employee use of town computers and personal phones. Drug testing will also be mandatory for all employees, not just CDL operators as is the present case. All changes will go into effect on January 1st, 2023. A meeting will be held with the employees prior to that date to explain the changes. A motion was made by Supervisor Butterfield, seconded by Supervisor King to accept the changes in the handbook. All voted aye and the motion carried.

At the board's request, Marge Breed discussed the town's relationship to the Twin Lakes Cemetery. The town has been providing \$3100 per year to the Twin Lakes Cemetery Association. The Association has been hard pressed to keep the cemetery in good repair though they did have a rare substantial donation this year. The town of Rusk did purchase some of the land that the cemetery stands on but they have consistently refused to contribute to any upkeep of the grounds even though a substantial number of the burials in the cemetery are from their township. Pete Breed also gave the board further information on the history of the cemetery and its finances. The bottom line is that if the cemetery association ceases to exist, the town of Sampson then becomes responsible for the entire cemetery operation, similar to what occurred when the Lakeville (now Tillinghast) cemetery association ceased to exist in 1956. Supervisor Butterfield moved to continue to contribute to the Twin Lakes Cemetery in the coming budget year in the amount of \$3500, Supervisor King seconded the motion, and all voted in favor. Motion carried.

The board next discussed Resolution 4-2022. This resolution concerns the naming of the Security Bank of New Auburn as the town's only depository for all funds and further named the town officials authorized to sign checks drawn on the town's funds. This resolution also rescinds former resolutions #1-2021 and #2-2019 as the signatories listed in those resolutions are no longer valid. Supervisor King made a motion to adopt resolution #4-2022, Supervisor Butterfield seconded the motion and all voted in favor. Motion carried. The resolution will be published as required by state statutes.

OTHER BUSINESS

- Annual Budget Meeting - Monday, November 21st at 6:00 p.m.- **Presentation/discussion/approval of the proposed 2023 town budget by the electorate**
- Next regular Board meeting **Monday, December 12th at 6 p.m.** to be followed by a Christmas gathering of town officials and employees. No public funds will be expended for the gathering.
- Review and approve payment of bills - all checks and the payroll for the Election Poll workers were approved.
- There being no further business, a motion was made by Samantha King to adjourn the meeting, Supervisor Butterfield seconded the motion and all voted in favor. Meeting adjourned at 7:20 p.m.

Susan Gehl, Clerk /Treasurer.

Sg. 11/15/2022