

**TOWN OF SAMPSON  
BOARD MEETING MINUTES  
Monday February 13th @ 6 p.m.**

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- The meeting was called to order at 6 p.m. and the Pledge of Allegiance was recited.
- Approval of the minutes from the **Regular board meeting held Monday, January 9<sup>th</sup>** was motioned for approval by Supervisor King and seconded by Supervisor Butterfield. All voted aye and the motion passed.
- Clerk/Treasurer Gehl gave a detailed treasurer's report. She handed out a worksheet showing the checks paid. She also reported on the tax settlement for the taxes collected in December.
- A motion to approve the report, including checks 20909-20935 and the tax settlements to date as presented was made by Supervisor King and seconded by Supervisor Butterfield. All voted aye and the motion passed.
  
- **PUBLIC COMMENT**-(Limited to 5 minutes per person)  
None at this time.

**OLD BUSINESS:**

- Chairman Jerabek stated that Sampson Township was eligible for reimbursement of 70% of the costs of tree and brush removal from the December snowstorm through the State of Wisconsin. At this point it appears that the Town will receive over \$15,000 in reimbursement for the approximate \$22,000 spent on outside contractors who cleared trees and brush from the roads so that they could be plowed. The Town of Sampson was the only township in Chippewa County to qualify for the reimbursement which was open to Towns, Villages, Cities, and Utility companies.
- The reorganization and reconciliation of financial records, bank statements and payroll tax liabilities is continuing by our accountant Brandon Faschingbauer. All payroll taxes due have now been paid however the amount of penalties is still unknown and will be reported once the federal government notifies the Town.
- Our accountant is working on finding an auditor to do the annual audit of the Town records. This has been slower than past years as the records for 2022 need to be properly classified and recorded before they can be properly audited.

**NEW BUSINESS:**

- Supervisor King presented information on the Chippewa Humane Association and the benefits and costs of contracting with them for services. The charge for the contract is based on the population of the municipality. The charge to the Town will be just over \$1000 a year. The Association then works with the Sheriff's Department to pick up, care for, and eventually adopt out all strays that

are picked up in the Town. Further, if a case requires it, the Sheriff's Department will follow up and appropriately cite violations such as animal abuse/neglect. After much discussion, Supervisor King made a motion to approve contracting with the Association and Supervisor Butterfield seconded the motion. All voted aye and the motion passed.

- An employee evaluation form was considered for adoption. This form would be used to annually evaluate Town employees. After some discussion, Supervisor King made a motion to approve the form and Supervisor Butterfield seconded the motion. All voted aye and the motion passed.
- Employee evaluations were discussed. It was decided to start with the full time employee at the next regular board meeting. This will be done in closed session as allowed by state statute.
- A discussion of the total financial impact of the recent snowstorm pointed out that in addition to the \$22,000 spent on outside contractors, several hours of part time help as well as overtime for the road patrolman were involved. Additionally, diesel fuel costs approached some \$7000 for the plow trucks, loader, and grader. A couple of roads still needed to be cleaned up a bit but overall the costs associated with the December storm were about complete now and were estimated to total in the thirty to thirty five thousand dollar range .
- A letter of resignation from temporary Deputy Town Clerk/Treasurer Janice Jerabek, effective March 1<sup>st</sup>, was read. She took the job due to the abrupt departure of the previous Clerk/Treasurer September 21<sup>st</sup>, 2022. Absentee ballots were due to start coming in within days for the November election and they had to be promptly recorded by a sworn official. Since Mrs. Jerabek had been an election official since the mid nineties, she volunteered to temporarily take care of the November, and subsequently the February elections until the new Clerk/Treasurer could take over. Supervisor King made a motion to accept the resignation and Supervisor Butterfield seconded the motion. All voted aye and the motion carried.
- Hiring of a permanent Deputy Clerk/Treasurer was discussed. It was decided to advertise for the position immediately. Ads will be placed in both the Bloomer Advance and Chetek Alert as well as on the Town Website. The deadline for applying will be March 10<sup>th</sup>. Applicants will be reviewed and interviews set at the March 13<sup>th</sup> Board Meeting. An initial hire rate of \$15/hour with no benefits was set by the board. Hours will vary but will average 8 hours per week.

### **NEXT MEETING AGENDA ITEMS:**

- Road work
- Applications for part time Deputy Clerk/ Treasurer.
- Evaluation of Road Patrolman

### **OTHER BUSINESS**

- Next Board meeting is **Monday, March 13th at 6:00 P.M.**

- A list of pending bills was passed out by Clerk/Treasurer Gehl and examined by the Board. Supervisor King made a motion to pay the bills as presented and Supervisor Butterfield seconded the motion. All voted aye and the motion passed.
- There being no further business, a motion to adjourn the meeting was made by Supervisor King and seconded by Supervisor Butterfield. All voted aye and the meeting was adjourned at 7:15 p.m.

Clerk/Treasurer Susan Gehl