

**TOWN OF SAMPSON
MEETING MINUTES
Monday April 17, 2023 @10 a.m.**

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- The meeting was called to order at 10:04 a.m. and the Pledge of Allegiance was recited.
- The minutes from the March 13th board meeting were discussed. There were no additions or corrections. Supervisor King made a motion to approve the minutes, Supervisor Butterfield seconded the motion and all voted in favor. Motion passed.
- No Treasurer's report was available due to the resignation of Clerk/Treasurer Sue Gehl.

OLD BUSINESS:

- Work continues and is almost complete on the reconciliation and proper classification of the Town's financial records.
- Our outside financial consultant, Elite Accounting, is going to arrange for a complete audit of the 2022 financial records as required by statute as soon as he has the books in order.

NEW BUSINESS:

- Resignations were received from four employees. As of 4/14/23, part time tractor operator Art Harelstad resigned from employment at the town. As of 4/05/23, part time snowplow operator Bill Nelson resigned stating he would not work for the new town chair. As of 4/14/23, Clerk/Treasurer Susan Gehl resigned stating that she was sad to have to do so and had enjoyed working with the outgoing Town board. As of 4/17/23, Road Patrolman Bill Richardson resigned after 21 years with the Township. Supervisor Butterfield made a motion to accept all four resignations, Supervisor King seconded the motion, and all voted in favor, motion passed.
- Road Patrolman Richardson requested he be paid for 160 hours of sick and vacation time he had on the books. Supervisor King made a motion to approve his request, Supervisor Butterfield seconded the motion and all voted in favor. Motion passed.
- Chairman Jerabek stated appreciation for the four resigning employees and asked that the record of the meeting so state.
- Chairman Jerabek thanked Supervisor King for her nine years of service and Supervisor Butterfield for her two years of service.
- Chairman Jerabek went over a list of recommendations that he and Road Patrolman Richardson had compiled for possible roadwork in 2023. The complete list will be attached to the end of these minutes. A synopsis of the projects in order of importance was as follows-#1-Overlay the 290th avenue bridge as suggested by the county bridge inspector to prevent further damage to it. #2-Pave 300th ave, south twin lake road. #3-Pave 283rd ave., Baalrude Lane. #4-Pave the gravel portion of 298th Ave off of Ferndale road. #5-Overlay the very end of 126th street, Kelly road. #6-Reclaim the very end of Plummer road, 251st Ave in partnership with the town of Cleveland. Additionally, planning for the complete rebuilding of about one mile of 110th street,

Nature Lane should be considered for next year, 2024. Also Delmore consultants need to be met with to determine a final plan.

- Jerabek advised that all gravel roads will need grading as soon as things dry up and the frost is completely out of the ground. Also potholes will need filling as soon as the weather allows.
- Jerabek advised that road bans are set to come off on this Thursday, April 20th, the same as Chippewa County's schedule.
- Jerabek informed the board that at this point, it appears that at least \$100,000 is currently available for road projects with another \$100,000 coming in general transportation aids in July and October.
- Jerabek noted that a final ARPA report is due on the usage by the Town of those funds. The current Clerk/Treasurer has not been able to access the federal site to make the report due to technical rules set by the feds involving the previous designated person that was handling that fund. The approximate \$96,000 received was used for chip sealing three miles of road this past summer (approximate amount of \$86,000 and the balance was used towards the Chain Lake Road rebuild and paving. If this report is not forthcoming soon, the Town could have to repay the \$96,000 grant.
- Jerabek noted as well that the new board should definitely consider continuing membership in the Wisconsin Towns Association for all three board members and also that the Town should continue to belong to the Town Advisory Council as well.
- Jerabek stated that the new board should seriously consider continuing to use Elite Accounting to help the new Clerk/Treasurer properly use the Quickbooks program for at least a couple of months until he/she feels comfortable with it.

NEXT MEETING AGENDA ITEMS:

- The Board will meet briefly at 5:45 p.m. tomorrow 04/18/23 just before the annual meeting for the sole purpose of approving these minutes.

OTHER BUSINESS

- Annual meeting is **Tuesday, April 18th at 6:00 p.m.**
- Annual Board of Review is **Thursday, May 18th from 9am until 11am.**
- The bills were reviewed. Supervisor King then made a motion to approve the payment of the bills as presented, Supervisor Butterfield seconded the motion and all voted aye. Motion passed.
- There being no further business, Supervisor King made a motion to adjourn the meeting, Supervisor Butterfield seconded the motion, and all voted aye. Motion carried and the meeting was adjourned at 10:20 a.m.

Jim Jerabek, Town Chairman, in the absence of Clerk/Treasurer Susan Gehl

See below for roadwork recommendations-

Possible road work for 2023-

#1-A recent inspection of our only town bridge revealed that the approaches were slightly below the bridge deck. This means that when plowing, the plow is hitting the concrete deck. In time this can cause cracking and deterioration in the concrete deck. The bridge is in good shape overall and it is recommended that we have an overlayment of asphalt 1 ½ to 2 inches thick placed over the entire bridge deck and approaches to eliminate the banging of the plow blade against the deck. This should be a priority for this year.

#2-Pave 300th Ave, South Twin Lake Road-we have received more complaints on this road than any other in the township. It is a through road and it was prepped for paving at least six years ago but never paved. It is difficult to keep plowed when the frost is out of the ground. It is also a school bus route and gets quite icy in the winter due to the shaded nature of the roadway. This is about 1.25 miles in length.

#3-Pave 283rd Ave, Baalrude Lane-this is the second most complained of road in the township. While it is a dead end road, it is used by the school bus and becomes difficult to maintain, especially when no frost is in the ground. It is less than .5 miles long.

#4-Pave the unpaved portion of 298th Ave. These are two very short segments, one of which is all on a fairly steep grade which washes regularly. This is the only gravel road left that goes off Round Lake Road and necessitates running the grader a considerable distance just to maintain this very short (less than .25 miles) of gravel road. The cost savings from not having to run the grader up for maintenance and also running the town truck up to add gravel would easily pay for the cost of the paving. This would only need to be an eighteen foot wide, 2 inch thick job as heavy traffic is basically non-existent here.

#5-Overlay a very short portion at the end of 126th Street, Kelly Lane. We did not realize that short portion belonged to the township and as such has not been maintained by the Town for many years. This is only a couple of hundred yards at the most and would be of minimal cost if done when other paving projects in the Town were underway.

#6-Reclaim and pave the end of Plummer road. This needs to be done in partnership with the Town of Cleveland as part of that last section of 251st Ave is in their township. We currently plow it for them but it is getting very hard on equipment as it has been grader patched many times by Cleveland. At least one culvert that is on Cleveland's portion also needs to be replaced. An agreement on cost sharing with Cleveland will have to be reached.

While this may seem like an ambitious list, at least the first four should be easily accomplished. We carried over a substantial sum of money from last year so at least \$100,000 should be already available with another almost \$100,000 still to come in from GTA in July and October.

Additionally, about one mile of 110th street/Nature Lane should be considered for reclaim, lift, culvert replacement and repaving in 2024. This will be a costlier project as substantial work will need to be done to lift this road higher out of the swampy areas.

Also, a sit down with our consultant, Delmore Consulting, should be done as soon as the amount of money available is reasonably known. They will help guide the Town through the planning process and also will know if any reasonable grant monies are available for this year or next.