

**ANNUAL MEETING MINUTES**  
**TOWN OF SAMPSON**  
**April 18<sup>th</sup>, 2023**

Outgoing Town Chairman Jerabek called the 2023 Annual Meeting of the Electors of the Town of Sampson to order at 6:00 P.M. per Wis. SS 60.11. Supervisors King and Butterfield were also present. Chairman Jerabek will be taking minutes in the absence of Clerk/Treasurer Susan Gehl. Notices were posted at the town hall, Corner Store, and the town website. Twenty-four persons signed the poll list besides the board members.

Chairman Jerabek led the attendees in the Pledge of Allegiance.

Copies of the minutes from the 2022 Annual Meeting were made available to all in attendance. Chairman Jerabek asked if there were any additions or corrections. There being none, A motion was made by Ralph Butterfield to approve the 2022 Annual Meeting minutes. Pat Kelly seconded the motion and all present voted aye. Motion carried.

Copies of the 2022 Annual Budget Report were made available to all in attendance. The report showed a carryover of almost \$100,000 from 2022 to 2023. Chairman Jerabek explained that the outgoing board was hoping to use the excess for several road projects in 2023, as recommended at their April 17<sup>th</sup> meeting. It was also noted that the 2022 books were still in the process of being reconciled by Elite Accounting Solutions, LLC. Once the books are complete, the requisite audit will be performed. A short synopsis of the work being done by Elite Accounting was presented to all attendees. A Motion was made by Lynn Trowbridge to approve the 2022 Annual Financial Report. Lucy LaGessee seconded the motion and all present voted aye. Motion carried.

There was a call for a motion to authorize the Board to borrow money should it become necessary. After some discussion, a motion was made by Pat Kelly to approve the town to borrow money if necessary by granting the board village powers. Kathy Kelly seconded the motion and all present voted aye. Motion carried.

A motion was made by Lucy LaGessee to set the date for the 2024 annual meeting for the third Tuesday in April which is April 16<sup>th</sup>. The meeting is to start at 6:00 P.M. Jack Christenson seconded the motion and all present voted aye. Motion carried.

A question was asked about the disposal of all the brush that had to be cut along the town roads due to the winter snowstorms. Chairman Jerabek explained that this would be chopped up when brushing was done later this year.

There was then some discussion about the state of the Town Financial Records for 2022. Several attendees wanted to know when the books would be fully reconciled and balanced and if an audit would then be done. Chairman Jerabek explained that the accountant was almost finished with his work and would then recommend an outside auditing service to audit the books

as required by state statute. Pat Kelly made a motion directing the Board to have Elite Accounting finish their work, and if they no longer wished to work for the incoming Town Board, then another certified public accountant is to be hired in their place to finish the work. A complete audit is to then be done by an outside firm as required by state statute. Andrea Christenson seconded the motion and all voted in favor. Motion carried.

At this point, there was no further business asked for from the electors in attendance. A motion for adjournment was called for and made by Kevin Haller. Ralph Butterfield seconded the motion and all voted in favor.

Chairperson Jerabek thanked all attendees for coming to the annual meeting. Adjournment was at 6:35 p.m.

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

**Agenda**

1. Welcome
2. Approval of minutes from the previous meeting
3. Report from the Finance Committee
4. Report from the Planning and Zoning Commission
5. Report from the Parks and Recreation Committee
6. Report from the Public Works Committee
7. Report from the Board of Selectmen
8. Report from the Board of Health
9. Report from the Board of Education
10. Report from the Board of Social Services
11. Report from the Board of Economic Development
12. Report from the Board of Conservation
13. Report from the Board of Fire
14. Report from the Board of Police
15. Report from the Board of Public Safety
16. Report from the Board of Public Works
17. Report from the Board of Public Health
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