

Minutes of the Town of Newbold Town Board Regular & Finance Town Board Meeting held on Thursday, December 14, 2023

The Town of Newbold Town Board met on **Thursday, December 14, 2023**, at 6:00 p.m. for the Town Board Regular and Finance meeting, at the Newbold Fire Station, 4588 Highway 47, Rhinelander, Wisconsin, 54501, Oneida County, Wisconsin.

The following were in attendance: Supervisors, Mike McKenzie, Scott Ridderbusch, Petra Pietrzak and Brad White; Clerk, Kim Gauthier. Absent and excused were Chairman Hess and Treasurer Hess.

Regular Town Board Meeting: Supervisor Mike McKenzie called the meeting to order at 6:00 p.m. and led the pledge of allegiance. Clerk Gauthier verified the meeting was properly noticed on three Town bulletin boards, as required. In addition, also posted on the town website.

Public comment and communication whereby the Town Board may receive input on any matters raised by the public. None.

Approval of prior Town Board Meeting Minutes:

Motion by Petra Pietrzak and Brad White to approve the regular town board meeting minutes of November 9, 2023, and the special meeting minutes of October 31, 2023, as presented. Motion carried on a voice vote of all aye.

Monthly Town Assessor Report by Jef Muelver, Town Assessor. Mr. Muelver was absent and excused.

Discussion and action on Oneida County Zoning Requests, Plan Commission and Citizen Zoning Requests, if any along with Plan Commission Chairman's Report.

Supervisor, Scott Ridderbusch reported on behalf of the plan commission.

Administrative Review Discussion and action on tourist rooming house permit application by Jennifer Vozka, applicant and VP Solutions, LLC, owner, to rent the dwelling as a tourist rooming house for less than 30 consecutive days on the following described property. Part of Govt. Lot 7, Section 36, T37N, R8E, PIN# NE-402-2, at 3936 Highway 47, Town of Newbold. Mr. Ridderbusch indicated the plan commission reviewed the application and recommended approval with the conditions of the application met along with the new county requirements of an annual renewal.

Motion to approve the ARP of Jennifer Vozka as presented. Motion carried on a voice vote of all aye. Clarification was given by Ms. Vozka on the parking diagram indicating there are two parking areas which accommodate more than two vehicles as described. Fees were paid by the applicant.

Discussion and action on Resolution #2023-06, regarding Computer Assisted Mass Appraisal software (CAMA).

The resolution was presented to the board and audience. *Motion by Brad White and Petra Pietrzak to approve the resolution as presented. Roll call vote called by the clerk: White, yes; Pietrzak, yes; Ridderbusch, yes; McKenzie, yes. Motion carried.* The Clerk will forward the signed resolution onto the town assessor for distribution.

Discussion and action on town website design, storage services, and other IT services presented by Simokon Technologies.

Joe, Simokon Technologies presented a proposal to provide the town with technical services, one-time fee for website development which would be web-based, licensing host service, antivirus management to include backup of computers, as described. The board will consider and discuss at a future board meeting.

Discussion and action on applications for Bartender Operator Licenses.

The Clerk presented applications for Marlene Bauman, Shamra VanArk, Shelley Novotny, Deena Butler and Judy Bloomquist. *Motion by Scott Ridderbusch and Petra Pietrzak to approve the bartender license applications for those described, pending approval upon receipt of the training certificate for Ms. Bauman. Motion carried on a voice vote of all aye.*

Discussion and action on town building project, updates with Keller, Inc. and any other building project matters.

Mr. McKenzie and Mrs. Gauthier provided an update on items completed by Keller, Inc. It was noted the meeting tonight was moved to the fire station due to ceiling drywall repairs in the meeting room of the new community center. The building will be ready for the next board meeting in January. The project continues to be on budget.

Discussion and action on community center artwork.

Ms. Pietrzak reported she and Clerk Gauthier met with resident photographer, Len Hyke to discuss artwork options. It was agreed to keep pieces to a minimum and incorporate Newbold current and historical pictures. Those assigned to the project will choose photographs from Mr. Hyke's selection and have prints made. Further updates will follow.

Discussion and action on naming the community center meeting room. The town received a donation from the Terry and Dawn Berndt family, sponsoring the conference room. The family requested to name the room "The Hemlock Room".

No naming right donation was received for the meeting room. Chairman Hess proposed the board consider, "The Cardinal Room" in honor of the former Newbold elementary school cardinal mascot. Board discussion. *Motion by Brad White and Scott Ridderbusch to name the meeting room "The Cardinal Room". Motion carried on a voice vote of all aye.*

Discussion and possible action and updates on Fundraising Activity for the new town community center and discuss donation plaques. Donation amount less fees totaled \$17,413.39. A check was issued to the town by the fundraising organization and the account can now be closed. *Motion by Scott Ridderbusch and Petra Pietrzak to close out the donation account and donation activity with the community foundation. Motion carried on a voice vote of all aye.*

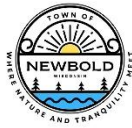
Discussion on wood plaque options as submitted by the chairman. *Motion by Scott Ridderbusch and Mike McKenzie to authorize Chairman Hess to take care of the wood selection for donation plaques based on his selection/determination. Motion carried on a voice vote of all aye.*

Discussion and action on town community center rental guidelines.

Clerk Gauthier presented to the board recommended rental agreement revisions, as discussed. The revised rental agreement will be brought back to the board for final approval at the next meeting.

Discussion and action on town logo designs. Board discussion to proceed with logo option #1, as presented by Petra in a color and black and white version. *Motion by Brad White and Petra*

Pietrzak to approve option #1 logo with color when applicable and black when this application is best. Motion carried on a voice vote of all aye.



Board discussion on logo vinyl application on the entry wall of the new community center. Chairman Hess has agreed to coordinate the creation and application. *Motion by Brad White and Scott Ridderbusch to proceed with the logo application as discussed in an amount not to exceed \$2,500. Motion carried on a voice vote of all aye.*

Discussion and action on appointment of Town Election Workers for the term 2024-2025.

Clerk Gauthier presented a list of workers by polling location as recommended. *Motion by Scott Ridderbusch and Petra Pietrzak to approve the list of election workers as presented. Motion carried on a voice vote of all aye.*

Discussion and action on town participation in Wisconsin Towns Advocacy Council membership.

Membership through WTA for the legislative advocacy council was presented to the board in the dues amount of \$709.25 annually for 12 months or \$1063.88 for 18 months. *Motion by Mr. McKenzie and Mr. White to approve renewal of the advocacy council membership as presented. Motion amended to include approval at the 18 month amount of \$1063.88. Motion carried on a voice vote of all aye.*

Approval of any line-item Budget Transfers. Approval of bills and disbursements.

Motion by Mr. Ridderbusch and Ms. Pietrzak to approve the budget transfer from general fund to designated town hall loan interest of \$608.17, from designated public fund interest to capital improvement budget of \$22,082.51, from designated ARPA funds to capital improvement budget of \$123,145.85, from general fund to designated town hall renovation of \$17,413.39, from designated town hall renovation to capital improvement budget of \$17,413.39. Motion carried on a voice vote of all aye.

Motion by Ms. Pietrzak and Mr. White to approve the bills and disbursements as presented. Motion carried on a voice vote of all aye.

Receive financial reports and discuss any other financial matters.

Reports of town banking summary provided by the Treasurer along with the report of budget vs y-t-d actual by the Clerk. *Motion by Ms. Pietrzak and Mr. Ridderbusch to authorize the Clerk and Treasurer to make year-end transfers as needed. Motion carried on a voice vote of all aye.*

Administrative review and action, if necessary, concerning general government, public safety, recycling, sanitation, culture, education, job assignments, project updates, transportation, budget items, fund transfers, and future agenda items.

The town board agreed to cancel the December 28th regular meeting due to the holidays. The next meeting is scheduled for January 11, 2024.

Public Comment Period. None.

Discussion on Treasurer health insurance change due to life event.

It was noted that the Treasurer will need health insurance coverage beginning February 1, 2024, due to not having coverage from a life event. The Treasurer is eligible under the state of Wisconsin insurance plan. It was noted the town portion of the premiums will need to be a budgetary transfer to come before the board at a future meeting. No objection, information received.

Board action to possibly go into CLOSED SESSION with Roll Call Vote:

The Town of Newbold Town Board may convene into Closed Session pursuant to Section 19.85 (1) (c) Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Specifically, the town board will discuss Assessor employment contract & negotiations.

OPEN SESSION:

The Town of Newbold Town Board will reconvene into open session to make decisions on closed session discussions above.

No action taken at this time. This item was tabled until the next board meeting.

Adjournment. *The meeting was adjourned at 8:30 p.m., with no objections.*

Respectfully Submitted by
Kim Gauthier, Newbold Town Clerk