

TOWN OF RIB MOUNTAIN
Regular Town Board Meeting
December 18, 2012

Chairman Al Opall called the meeting of the Rib Mountain Town Board to order at 6:30 p.m. at the Rib Mountain Municipal Center, 3700 North Mountain Road. Present were Supervisors Jim Legner, Pete Kachel, Fred Schaefer and John Sybeldon, a quorum.

Also present were Town Attorney Kevin Terry, Town Administrator Gaylene Rhoden, Streets/Parks Superintendent Scott Turner, Fire Chief Paul Wirth, Building/Zoning Inspector Daniel Dziadosz and Clerk-Treasurer Patricia Jahns.

On December 14, 2012 copies of the meeting notice were made available to the media, Town Board, Town Attorney and posted at the Rib Mountain Municipal Center.

Supervisor Pete Kachel led the Pledge of Allegiance.

Minutes: **Motion by Schaefer/Sybeldon to approve the minutes of the 12/4/12 regular Town Board meeting. Questioned and carried 5:0.**

AECOM Contract for Doepke Trail – The Town received an \$83,500 DNR grant for trails at Doepke Park. The Town Board designated \$83,500 of the 2013 borrowing note for the Town's portion of the 50:50 grant match. The AECOM contract is for the design of the east and west trails and for the bidding of the west trail. The construction estimate for the west trail is \$120,000 plus surveying and construction observation/administration. Updated cost estimates will be provided at the preliminary design phase. Surveying will begin in January 2013 with construction to begin in fall 2013. **Motion by Legner/Sybeldon to approve the AECOM contract to design the east and west trails at Doepke Park for \$33,000 with funding to come from borrowing as recommended by the Park Commission. Questioned and carried 5:0.**

Resolution 12-08: 2013 Wages and Salaries – **Motion by Kachel/Legner to approve Resolution 12-08 setting the 2013 wages and salaries. Questioned and carried 5:0.**

Resolution 12-09: Adoption of Revised Fund Balance Policy – The Finance & Personnel Committee recommended adoption of the revised fund balance policy per GASB #54 as recommended by the Town auditors. **Motion by Schaefer/Sybeldon to approve Resolution 12-09: Adoption of Revised Fund Balance Policy. Questioned and carried 5:0.**

Resolution 12-10: 2013 Fee Schedule - The Finance & Personnel Committee reviewed proposed changes to the 2012 fee schedule. They included increasing certain fees for municipal fees, services and permits. Some increases will require ordinance amendments. **Motion by Legner/Sybeldon to approve Resolution 12-10: 2013 Fee Schedule subject to ordinance amendments. Questioned and carried 5:0.**

Promotion of Randy Sauter from Operator 2 to Operator 1 Facilities and Maintenance Worker – The Finance & Personnel Committee supported the recommendation of the Street/Park Superintendent Scott Turner to promote

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Randy Sauter from Facilities and Maintenance Worker Operator 2 to Facilities and Maintenance Worker Operator 1 effective January 1, 2013 with an hourly rate of \$20.30. **Motion by Schaefer/Sybeldon to approve the promotion of Randy Sauter to Facilities and Maintenance Worker Operator 1 effective January 1, 2013 at the hour rate of \$20.30. Questioned and carried 5:0.**

Contract for Animal Control Officer – The Public Safety Committee recommended the Town enter into an agreement with the Town of Maine for animal control services. However, the Town of Maine requested the Town of Rib Mountain enter into an agreement with Mr. Behrendt. The Administrator and Town Attorney requested permission to work out an agreement before the end of the year with Mr. Behrendt. Mr. Behrendt has agreed to the general terms of \$40 per hour plus mileage for calls. Mr. Behrendt is currently fully equipped and trained by the Town of Maine but may request additional equipment in the future.

At the Town Board's direction, Attorney Terry will include that Mr. Behrendt be covered under the Town's liability insurance as an employee. The agreement will be for one year with a 30-day termination notice. Attorney Terry will draft the agreement.

Motion by Kachel/Legner to allow the Town Administrator and Town Attorney to draft an agreement between the Town of Rib Mountain and Mr. Jim Behrendt for animal control services with approval at the discretion of the Town Chairman. Questioned and carried 5:0.

New Hires: Scott Turner reported the Park Commission requested the hiring of one call-in rink attendant in the event of an absence or conflict with schedules of the designated rink attendants. **Motion by Schaefer/Legner to hire Bruce Bartus, a current employee with the Rib Mountain Fire Department, as a fill-in on an as needed basis 2012 hourly rate of \$8.12. Questioned and carried 5:0.**

Due to the unexpected resignation of two crossing guards, the Town is in need of substitute guards. Temporary substitutes are expected to fill in for the month of January while the Town seeks replacements. **Motion by Legner/Sybeldon to hire Nathan Schaefer, a seasonal public works employee, and Dwayne Ziechert, a former Town Crossing Guard as Crossing Guard substitutes at \$10.68 per hour. Questioned and carried 4:0:1 with Fred Schaefer abstaining.**

Rehiring Seasonal Winter Recreation Employees for 2012-2013 – The Park Commission recommended continuation of Jason Kickbusch and Tom Bedora as the seasonal winter recreation employees. **Motion by Schaefer/Legner to rehire Jason Kickbusch at \$10.99 per hour and Tom Bedora at \$10.69 per hour. Questioned and carried 5:0.**

Employee Manual Amendment – Public Works Hours of Operation – The Finance and Personnel Committee recommended the Employee Manual be updated to reflect Public Works hours of operation as Monday through Friday from 6:00 a.m. to 2:00 p.m. with two 15-minute breaks. Hours may be adjusted to accommodate workloads. **Motion by**

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Schaefer/Legner to approve the amendment. Questioned and carried 4:1 with Pete Kachel voting no.

Ownership of Gazebo on CTH “R” Trail – The Bicycle and Pedestrian Committee proposed locating a rest area or gazebo along the CTH “R” trail near the intersection of “R” and “NN”. As a structure located on Marathon County property, it needs approval from the County Highway Department. The County Highway Commissioner notified the Town it will not own or maintain the structure. In order for the project to move forward, there is a request for the Town of Rib Mountain to own the structure. **Motion by Schaefer/Legner to approve Town ownership of the gazebo on the CTH R trail. Questioned and carried 5:0.**

Operator License Applications – Attorney Kevin Terry commented on the background checks of the operator license applicants and recommended referral of Julie A. Lavake to the Town Chairman for an interview and to approve the other operator license applications. **Motion by Schaefer/Kachel to approve operator licenses for Nicole B. Bombagi and Nicholas G. Meyer with Julie A. Lavake being referred to the Town Chairman for an interview and approval of a license at his discretion. Questioned and carried 5:0.**

Payment of Bills and Approval of Journal Entries and Transfers – **Motion by Schaefer/Kachel to approve payment of general checks 40625 through 40737. Questioned and carried 5:0.**

Reports

Administrator Rhoden provided a written report. She noted a representative from Ehlers will be scheduled in January or February to discuss upcoming borrowing with the Town Board.

Fire Chief Paul Wirth provided a written report. The Rib Mountain Fire Department has been approved by the state as a Critical Care Paramedic service, required 1/1/13 for most interfacility transports.

Building Inspector Dan Dziadosz provided a written report on monthly permit activity. He commented on two meetings held with Marathon County and the WisDNR on Navigability and Shore land Zoning and the Gary Senner property issue regarding floodplain mapping. Dan updated the Board on the Sulzer house at 1602 Tulip Lane and the progress of the Rib Mountain Greenhouse.

Streets/Parks Superintendent Scott Turner provided a written report on town roads and crew activities. He attended the North Central Wisconsin Storm water Coalition meeting and a meeting of the Wausau Area Water Utilities. He extended an invitation of a holiday pot luck at the Public Works garage.

Clerk -Treasurer Patricia Jahns provided a written report noting taxes are being collected and the deadline for filing nomination papers is Wednesday, January 2, 2013.

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Committee / Commission Reports

The Park Commission supported the AECOM contract for the design of the east and west trails and for the bidding of the west trail at Doepke Trail.

Finance & Personnel Committee recommendations were acted on previously in this meeting.

The Public Safety Committee discussed animal control services and traffic concerns on Park Fern and Violet Lane.

The Public Works Committee discussed traffic concerns on Park Road, Fern Lane and Violet Lane with a consensus to use General Fund Balance to make the location more user friendly. Also discussed were logos on street name signs and rural property addressing. Staff will send a letter to properties that require addressing at the road due to shared driveways or obstructed view.

Public Comment Period – Resident Marilyn Mohr wished everyone a Merry Christmas and a Happy New Year. Resident Harlan Hebbe, Jr. requested review of stop signs at two intersections.

Adjourn – **Motion by Kachel/Legner to adjourn at 7:22 p.m. Questioned and carried 5:0.**

Patricia J. Jahns, MMC/WCPC/CMTW
Clerk/Treasurer