

TOWN OF RIB MOUNTAIN

Town Board Meeting

October 3, 2017

Chairman Allen Opall called the October 3, 2017 regular meeting of the Rib Mountain Town Board to order at 6:11 p.m. at the Rib Mountain Municipal Center, 3700 North Mountain Road, Wausau, WI. Supervisors present included Pete Kachel, Fred Schaefer, Jim Legner and Gerry Klein.

Also present were Administrator Gaylene Rhoden, Community Development Director, Steve Kunst, Deputy Clerk Michelle Peter, Street/Park Superintendent Scott Turner and SAFER Fire Chief Matt Savage.

On September 29, 2017, copies of the meeting notice were made available to the media, Town Board, Town Attorney, and posted at the Rib Mountain Municipal Center and Town website.

Comments from the Public Related to Town Board Agenda Items – None

Approve Minutes of the 9/19/17 Regular Town Board Meetings – **Motion by Kachel/Legner to approve the minutes of the 9/19//17 Regular Town Board. Questioned and carried 5:0.**

Plan Commission: Minutes from the September 27, 2017 were available for review.

Robert Alexejun, applicant requests Conditional Use Approval for an outdoor display of product for sale at the property addressed 3404 Eagle Ave, Per RMMC Section 17.056(4)(d) – Outdoor Display, Pcl# 34.102807.08.02, Dkt# 2017-30 – Community Development Director Kunst stated Mr. Alexjun is seeking approval to display a hunting blind for sale along with a sign displaying only a telephone number. The blind would be displayed by the former Treu Foods location off of Eagle Ave. **Motion by Schaefer/Legner to approve the Conditional Use request for an Outdoor Display Use at the property addressed 3404 Eagle Avenue subject to the Plan Commission conditions outlined, in addition to the area be maintained by mowing measures and the request reviewed within one year. Questioned and carried 5:0.**

Tim Vreeland, applicant requests Certified Survey Map approval for the property addressed 7304 and 7306 Blueberry Ln, Pcl# 34.212807.12.09, Dkt# 2017-33 - Kunst stated the applicant is seeking a CSM approval for the splitting of an existing duplex with two dwelling units on a single parcel into two separate parcels. **Motion by Schaefer/Kachel to approve the Certified Survey Map for the property addressed 7304 and 7306 Blueberry Lane subject to the Town receiving a signed agreement between property owners for the shared use of well, septic and driveway. Questioned and carried 5:0.**

Presentation of 2016 Annual Audit – Kerber Rose, Audit Manager Jackie Nielson presented the 2017 Annual Audit review. She appraised the board of the Town's revenues, expenditures, other funding sources, which has netted the Town with a plus balance of \$987,485.

Ms. Nielson also showed the board the Town's balance sheet and detailed notes on all funds, which she broke down further in fund financial statements. She noted the Town's unassigned general fund balance is above the minimum fund balance requirements.

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In her closing remarks, Ms. Nielson cautioned the board about the retention of large amounts of uninsured cash. The Town should consider looking into obtaining collateral to fully insure all deposits are placed at various banking institutions for protection.

Approval of Recruitment for the Finance Director Position – Administrator Gaylene Rhoden stated Finance and Personnel recently met and it was their recommendation to separate the Finance Director/ Treasurer from the Clerk. **Motion by Schaefer/Klein to accept the Finance and Personnel’s recommendation and move forward with the recruitment of a Finance Director and seek the separation of the Clerk from the finance Director/Treasurer position. Questioned and carried 5:0.**

Approval to Contract with GovHR for Recruitment of Finance Director Position – Rhoden informed the board at the recent Finance and Personnel meeting, the committee reviewed the proposal for the hiring of GovHR for the recruitment of a Finance Director. **Motion by Schaefer/Legner to recommend the hiring of GovHR USA in the amount of \$15,000 for recruitment purposes. Questioned and carried 5:0.**

Approval of Resolution 17-07, Submittal of the WDNR Urban Forestry Grant for Tree Planting – Street Superintendent Turner informed the board the Town is applying for a WDNR Urban Forestry Startup Grant. A resolution is required to authorize a responsible party to submit and administer the grant. **Motion by Legner/Klein to approve Resolution 17-07 Submittal of the WDNR Urban Forestry Grant for Tree Planting. Questioned and carried 5:0.**

Approval of Operator License –None

Reports/Minutes

Town Board – No reports.

Other Agencies – Chairman Opall informed the board, Marathon County has agreed to pay \$1.2 million for county wide addressing project. The Convention and Visitors Bureau has been experiencing struggles within the organization. Currently trying to work through the issues. SAFER Fire Chief Savage stated that SAFER will be holding their budget hearing on October 10th. Savage reported at the recent Ragner Trail Run, the department transported 13 patients and treated many others at the medical tent. Most of the participants were suffering from dehydration. The department did not transport anyone from the boat races.

Town Attorney – No report. Attorney Terry stated Ruder Ware held a Fall Seminar last week and thanked Community Development Director Steve Kunst on his presentation. The board will convene into closed session after tonight’s board meeting.

Town Administrator –A written report has been provided. A ceremony will be held tomorrow morning for the Lion’s shelter.

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Community Development Director – A written report was included in the packet. The building department has received a couple single family permits recently.

Street-Parks Superintendent – A detailed report was provided. Rib Mountain Drive Phase II is moving along and should be completed by the end of October.

Code Enforcement Officer – None

Park Commission – Meeting scheduled for next week.

Finance Personnel – Items were covered earlier.

Public Safety Committee – None

Public Works Committee – Nothing to report. Supervisor Schaefer is requesting the vehicle count within Rib Mountain.

Bicycle/Ped Committee – Lion's shelter ribbon cutting tomorrow.

General Comments – None

Adjourn - **Motion by Kachel/Schaefer to adjourn at 6:57 p.m. Questioned and carried 5:0.**

Submitted by
Michelle Peter
Deputy Clerk

Note: These minutes are not to be considered official until acted upon at an upcoming regular meeting, therefore, they are subject to revision.