

TOWN OF RIB MOUNTAIN

Town Board Meeting

April 3, 2018

Chairman Allen Opall called the April 3, 2018 regular meeting of the Rib Mountain Town Board to order at 6:02 p.m. at the Rib Mountain Municipal Center, 3700 North Mountain Road, Wausau WI. Supervisors present included Jim Legner, Gerry Klein, Fred Schaefer and Pete Kachel (*via conference phone*).

Also present were Administrator Gaylene Rhoden, Community Development Director Steve Kunst, SAFER Fire Chief Matt Savage, Streets and Parks Superintendent Scott Turner and Finance Director Nicole Dunbar.

On March 30 2018, 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 3-20-18 Regular Town Board– **Motion by Schaefer/Legner to approve the 3-20-18 Regular Town Board Minutes. Questioned and carried 5:0.**

Plan Commission– Community Development Director Kunst noted the March 28th Plan Commission meeting was canceled due to lack of a quorum and the next regularly scheduled meeting is Wednesday, April 11th.

Approval of Intern Employment Extension for Public Works Department – Streets and Parks Superintendent Turner indicated he would like to have the current Intern’s (Nathan Treadwell) employment extended to help him with filing and other projects at the Public Works building. The funds would come from the Public Works Department budget while maintaining funds to cover the annual GIS intern the Department shares with the Sanitary District.

**Note: Supervisor Klein stepped out of the meeting room.*

Motion by Legner/Schaefer to approve the intern employment extension for Public Works Department. Questioned and carried 4:0.

**Note: Supervisor Klein returned to the meeting.*

Approval of Personnel Policy Manual Revisions – Administrator Rhoden summarized changes to the Personnel Policy Manual as cleaning up references to the Clerk/Treasure positions as well as changes to the employee recognition program. Rhoden noted the Finance and Personnel Committee recommended the changes. **Motion by Schaefer/Legner to approve the changes to the Personnel Manual. Questioned and carried 5:0.**

Approval of Life Member Plaque for Lions Club Bike Shelter – Kunst noted the Rib Mountain Lions Club is interested in installing a 24”x18” bronze plaque at the bike shelter on the northwest corner of County HWY NN and County HWY R to recognize life members of the organization. **Motion by Schaefer/Legner to approve the Lions Club Bike Shelter Life Member Plaque. Questioned and carried 5:0.**

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Approval of Finance Director (Treasurer) to have Town Banking Authorization and to remove the prior Treasurer from the Town Banking Account – Administrator Rhoden noted the Town needs to approve new Finance Director Nicole Dunbar as being authorized to do Town banking for Time Federal, Abby Bank, CoVantage Credit Union and Marathon Savings Bank and removing former Finance Director, Jessica Troutman, from those accounts. **Motion by Schaefer/Klein to approve Finance Director, Nicole Dunbar, to have Town Banking Authorization at Time Federal, Abby Bank, CoVantage Credit Union, and Marathon Savings Bank and removing Jessica Troutman from those accounts. Questioned and carried 5:0**

Approval of Request for Proposals for Real Estate Brokerage Services – 2800 Martin Avenue – Kunst informed the Board the agreement with Chris Ghidorzi of High Point Financial to market the Town owned property at 2800 Martin Avenue expired at the end of February. Kunst noted he and Administrator Rhoden are scheduled to attend a retail trade show in Milwaukee in the coming weeks and have the opportunity to meet with a number of real estate professionals, so if the Town desired to seek another brokerage service the timing would be appropriate. **Motion by Klein/Legner to approve the request for proposals for real estate brokerage services for sale of 2800 Martin Avenue. Questioned and carried 5:0**

Approval of Operator License – **Motion by Klein/Legner to approve the Operator License for Amanda Larkin. Questioned and carried 5:0**

Reports/Minutes

Town Board – Supervisor Schaefer noted the Town needs to look at how it regulates and enforces regulations for political signs and directed staff to work with the Town Attorney on changes. Schaefer also expressed concern with CWED and directed staff to work with Weston and Marathon County to identify how local funds should be used and distributed. The Board discussed a potential sports orientated development interest in the metro area and expressed concerns over certain sites being considered.

Town Attorney – Attorney Dietrich noted he is working with the SAFER District on a lease agreement for the Rib Mountain Public Safety Building.

Town Administrator – A written report was provided. Administrator Rhoden also updated the Board on the Dog Park funding.

Community Development Director – A written report was provided. Kunst also noted the Building and Zoning Department set up a booth outside the election room to get input from the community on desired future housing concepts as well as general improvements the Town can make moving forward. Kunst indicated response levels were great.

Street-Parks Superintendent – A written report was provided. Turner informed the Board he is looking to try a new material similar to seal coating as part of general Town road maintenance. Turner also noted the Easter Egg Hunt was successful and a tornado drill is scheduled for next Thursday.

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Finance Director – Finance Director Dunbar noted she is getting acquainted with the position and working with interim Finance Director Pat Kluz.

Town Clerk – Written report was provided

Code Enforcement Officer – None.

Park Commission – Turner noted the next meeting will allow for reflection on the Easter Egg Hunt.

Finance & Personnel – Supervisor Klein noted the Committee met earlier in the evening.

Public Safety Committee – None

Public Works Committee – Turner indicated a need for a meeting in the near future.

Bicycle/Ped Committee – None

General Comments – Brent Jacobson spoke about running for the Wisconsin Assembly.

Adjourn - Motion by Kachel/Legner to adjourn at 6:45 p.m. Questioned and carried 5:0.

Submitted by
Intern Nathan Treadwell

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