
Town Of Grantsburg 2-8-2024, 6 pm

Town Board Meeting Minutes

Call to Order

A meeting of the Town Board of the Town of Grantsburg was held at the Town Hall on 2-8-2024. Attendees included Town Board Chairman Dana Shultz, Town Board Supervisor Scott DeRocker, Town Board Supervisor Marian Nelson, Deputy Clerk/Treasurer Toni Carter, Town Clerk/Treasurer Terri Knode, Duke Tucker Water Commissioner and Snowplow Operator Eric McKinley. Seven citizens were also in attendance. Chairman Shultz called the meeting to order at 6:00 pm.

Pledge of Allegiance

Chairman Shultz asked everyone in attendance to stand and recite the Pledge of Allegiance.

Approval of Agenda Order

Supervisor Nelson made a motion to approve the agenda order. Supervisor DeRocker seconded the motion. Motion carries.

Approval of Last Month's Meeting Minutes

Supervisor Nelson made a motion to approve last month's meeting minutes. Supervisor DeRocker seconded the motion. Motion carries.

Citizen Input

Supervisor Nelson stepped away from the Board table to speak as Citizen Nelson. She informed all that there will be a refugee resettlement meeting at the BrowTine Bar on 2-15-2024 at 6pm. She encouraged those interested to attend.

Water Commission Update

Duke Tucker/Town of Grantsburg Water Commissioner presented his update to the Board. The update will be filed in the February folder.

Seasonal Snowplow Position and Road Maintenance Position Update Review revised job description and employee handbook

Chairman Shultz presented an update to the employee handbook. The update was about modifications to the employee handbook by the Town Board. The Supervisors reviewed the update and thought it should be added to the revised employee handbook. Chairman Shultz made a motion to approve the revised job description and employee handbook with the update added. Supervisor Nelson seconded the motion. Motion Carries.

Comprehensive Plan Commission Update

Review and sign Appointment of Town of Grantsburg Comprehensive Plan Commission

Chairman Shultz, Supervisor DeRocker and Supervisor Nelson reviewed and signed the Appointment of Town of Grantsburg Comprehensive Plan Commission.

Sign Resolution to add Terri Knode as a signer for the Town of Grantsburg checks

Chairman Shultz, Supervisor DeRocker and Supervisor Nelson reviewed and signed the Resolution to add Clerk/Treasurer Terri Knode as a signer for the Town of Grantsburg checks. Chairman Shultz made a motion to adopt this resolution. Supervisor DeRocker seconded the motion. Motion carries.

Discuss wi.gov email

Town Clerk/Treasurer Terri Knode updated the Town Board that we now have a wi.gov email. She has been working with Ken Busby/Clerk from the Town of Scott. The new email addresses will be clerk@tn.grantsburg.wi.gov for Terri Knode,

treasurer@tn.grantsburg.wi.gov for Toni Carter,

Chair@tn.grantsburg.wi.gov for Chairman Shultz,

Super1@tn.grantsburg.wi.gov for Supervisor DeRocker and

Super2@tn.grantsburg.wi.gov for Supervisor Nelson.

Discuss changing to Munibit web site management

Town Clerk/Treasurer Terri Knode asked the Board to consider changing from JB Systems for our web page support to Munibit. The customer service at JB Systems is suboptimal. We do not receive responses to our emails. The admin page for the website is not user friendly. Supervisor Nelson made a motion to change from JB Systems to Munibit for our web site management. Chairman Shultz seconded the motion. Motion carries.

Discuss 2024 Clerks Institute through UWGB for Terri Knode

Town Clerk/Treasurer Terri Knode would like to attend the online Clerks Institute offered by UWGB on July 15th through July 19th. There are scholarships available and she will apply for one to help with the cost. Supervisor DeRocker made a motion to approve the request for Terri Knode to attend the Clerks Institute. Supervisor Nelson seconded the motion. Motion carries.

Correspondence Review

Clerk/Treasurer Terri Knode reviewed the correspondence received in the last month. This correspondence will be filed in the February folder. Chairman Shultz stated that he received a request from a citizen to make an exception to the road restrictions so he could have gravel brought to his house. The Town Board discussed this and decided that due to the unseasonably warm weather it would not be good for the roads. They declined the exception for the Citizen.

Clerk/Treasurer Financial Report/Payment of invoices

Deputy Clerk/Treasurer Toni Carter read the Town of Grantsburg financial report. The report is on file in the February folder. Supervisor DeRocker made a motion to accept the financial report and for the payment of this month's invoices. Supervisor Nelson seconded the motion. Motion carries.

Next month agenda items

Approve time allowance for the Town Board to discuss legal issues with our Legal Counsel

Road projects for this year

Date and details for Spring Clean-up event

SLFRF Allocation discussion

Review the Budget

Road Maintenance Position Equipment and pick up truck

Annual meeting reminder

Closed session to discuss legal issues

Adjournment

Supervisor DeRocker made a motion to adjourn the meeting at 7:20 pm. Supervisor Nelson seconded the motion. Motion carries.

Respectfully submitted, Terri Knode, Clerk/Treasurer, Town of Grantsburg