**TOWN OF LOWELL**

**Dodge County, WI**



Chairman - John H. Schmitt

Supervisor - Gregory J. Caine

Supervisor - David W. Huebner

Clerk – Kim Mann

Treasurer - Marty Stanton

Constable - Michael H. Rennhack

TOWN OF LOWELL BOARD MEETING MINUTES

NOTICE is hereby given that a Town Board Meeting for the Town of Lowell in the County of Dodge, State of Wisconsin, for the transaction of business as is by law required or permitted to be transacted at such meeting, will be held:

Wednesday January 10, 2024 @ 7:30 P.M.

Town Office Building located at W8906 W. O’Sixteen Road – Reeseville, WI

1. Call to Order: Meeting was called to Order by Chairman, John Schmitt @7:30 P.M.
2. Pledge of Allegiance
3. Roll Call:

 Chairman John Schmitt, X Treasurer Marty Stanton, X

 Supervisor Greg Caine, X Clerk Kim Mann, X

 Supervisor Dave Huebner, Excused Public Works Howard Vredeveld, X

1. The Meeting was acknowledged as posted according to the State Statutes.
2. Approve Agenda: Supervisor Caine made a motion to approve the agenda with moving #11 after #7 and 2nd by Chairman Schmitt. Motion carried with 2-Yeas, 0-Nays voted.

 6. Public Input: (Public is limited to two minutes) No Public Input. Three town residents were in attendance.

 7. Road, Maintenance & Safety Issues: Public Works Howard discussed his Report with the Board Members for December 2023 & January 2024. Howard checked roads and salt and sanded bridges when needed. Also worked on cleaning the trucks and doing maintenance on them. Put the wing on Truck #3. Took a pipe to Jerry B. to be straightened out for the wing on the truck.

1. Planning Commission Report and Recommendations: Supervisor Caine made a motion to Approve the Conditional Use Permit for the Farmette for James Cook. Also discussed about contacting Lukasz from General Engineering to Hire him. Clerk Mann is sending a email to Lukasz for a Phone Conference with Lukasz, Chairman Schmitt and Clerk Mann before the February 13th,2024 Board Meeting.

1. Read and/or Adopt the Minutes:

Motion to Approve the December 5th, 2023 Minutes with changes was made by Supervisor Caine, Chairman Schmitt seconded the motion. Motion carried with 2-Yeas, 0-Nays voted.

1. Discuss & Approve Hiring & Wages for Part-Time Public Works Employees for Snow Plowing:

The Employee Hourly Rate Sheet was presented to the Board Members with Discussion on a Hourly Rate for New Part-Time Public Works for Snow Plowing. Supervisor Caine made a motion to approve a $18.00 Hourly Rate with a CDL or No CDL and 2nd by Chairman Schmitt. Motion carried with 2-Yeas, 0-Nays voted. Also a Snow Emergency Policy was voted on for the Town of Lowell. Supervisor Caine made a motion to Adopt a Snow Emergency Policy for 2” of Snow or more Chairman Schmitt seconded the motion. Motion carried with 2-Yeas, 0-Nays voted.

1. Discuss & Approve Jessie Fenner to do Fax & Computer Lines in the Office:

Jessie Fenner discussed with the Board Members about what needs to be done in the Office and also presented the Board Members with Documents about Blink and showed pictures to the Board Members. Supervisor Caine made a motion to approve Jesse Fenner help us with the Office Equipment and Security Cameras. Seconded by Chairman Schmitt. Motion carried with 2-Yeas, 0-Nays voted.

1. Possible Approval of Operator’s License for Brittany Sproule:

Board Members reviewed the Application for Brittany Sproule. Supervisor Caine made a motion to Approve the Operator’s License for Brittany Sproule, Chairman Schmitt seconded the motion. Motion carried with 2-Yeas,0-Nays voted.

1. Discuss & Approve Fee Schedule for Town of Lowell:

The new Fee Schedule Effective Date 01/01/2024, Zoning Pemit & land Division Application was updated with the New Clerks Information. Supervisor Caine made a motion to Approve the New Fee Schedule Effective 01/01/2024, the motion was seconded by Chairman Schmitt. Motion carried with 2-Yeas, 0-Nays voted.

1. Discussion of Beaver Dam Fire and EMS Contract:

Chairman Schmitt discussed the New Beaver Dam Fire and EMS Contract with the Board Members and the Public that was at the Board Meeting.

1. Discussion of 5 Year Road Plan:

This was Tabled until March.

1. Possible Proposed & Approval of Land Division for James Cook Parcel ID# 032-0914-0534-000:

Supervisor Caine made a motion to Approve the Resolution 2024-1 for James Cook Parcel ID# 032-0914-0534-000 seconded by Chairman Schmitt. Motion carried with 2-Yeas, 0-Nays voted.

1. Treasurer’s Report:

The Treasurer’s report was reviewed. Talked about the Deposits for the month. Also discussed the Projected Income for 2024 for the Town of Lowell.

1. Approve Bills:

Checks were checked and bills were reviewed. Supervisor Caine made a motion to pay the Town of Lowell Bills for $145,790.99 seconded by Chairman Schmitt. Motion carried with 2-Yeas, 0-Nays voted.

 Supervisor Caine made a motion to pay the 2023 Tax Settlement for $510,401.06 seconded by Chairman

 Schmitt. Motion carried with 2-Yeas, 0-Nays voted.

 Supervisor Caine made a motion to pay the Ayres Bills for the amount of $6,506.16 seconded by Chairman

 Schmitt. Motion carried with 2-Yeas, 0-Nays voted.

 Supervisor Caine made a motion to pay the Bobolink Bridge Bill to DOT for the amount of $710.27 seconded

 By Chairman Schmitt. Motion carried with 2-Yeas, 0-Nays voted.

1. Transfer of Monies:

Supervisor Caine made a motion to transfer money from Account #165 to Account # 210 for the amount of $15,000.00 for Bobolink Bridge. Seconded by Chairman Schmitt. Motion carried with 2-Yeas, 0-Nays voted.

Supervisor Caine made a motion to transfer money from Account #867 to Account #028 for $510,401.06 for the 2023 Tax Settlement Bills. Seconded by Chairman Schmitt. Motion carried with 2-Yeas, 0-Nays voted.

Supervisor Caine made a motion to transfer money from Account #149 to #028 in the amount of $77,874.58 seconded by Chairman Schmitt. Motion carried with 2-Yeas, 0-Nays voted.

Supervisor Caine made a motion to transfer money from Account #867 to #028 for the amount of $17,500.00 seconded by Chairman Schmitt. Motion carried with 2-Yeas, 0-Nays voted.

1. Meeting Notices/Events

 (The Board may be in attendance at any or all of the following, for the gathering of

 Information about a subject over which it has decision making ability).

 Wednesday January 17, 2024 Dodge County Unit Meeting @ 7:30 P.M.

 Dodge County Administration Building 127 E. Oak St. Juneau

 Friday, February 2, 2024 WISCONSIN TOWNS ASSOCIATION DISTRICT MEETING

 Tuesday, February 6, 2024 Plan Commission Meeting @ 7:30 P.M.

 Tuesday, February, 13, 2024 Town of Lowell Board Meeting @ 7:30 P.M.

1. Board Announcements:

Clerk Mann discussed with the Board Members on what Reports have been submitted and Clerk Mann will be working on Year End Tax Forms for 2023 starting in January 2024.Asked the Board Members when our Annual Meeting will be in 2024. Discussed the Mileage Rate is 0.67 going forward in 2024 for Board Members. Annual Meeting will be April 16th, 2024

 22. Chairman’s Announcements:

 23. Adjourn:

 Supervisor Caine made a motion to adjourn the meeting at 9:52 P.M. Seconded by Chairman Schmitt. Motion carried.

By Kim Mann, Clerk