

**TOWN OF GENESEE  
REGULAR TOWN BOARD MEETING  
HELD AT THE TOWN HALL AND ZOOM  
FEBRUARY 12, 2024  
MINUTES**

Chairman Leair called the meeting to order at 6:00 p.m. Present were Chairman Leair, Town Board Supervisors Ross, Morris, Braun and Houston who attended via zoom. Also present were Administrator/Planner Herrmann, Public Works Superintendent Berg, Clerk Treasurer Majeskie, Dennis Michaelis Recreation Director, Scott Hettwer and Kevin Mickelberg Park Worker.

**Pledge of Allegiance**

The Pledge of Allegiance was said.

**Discussion – Results of the Speed Study on Highway 83 at the intersection of Highway 83 and CTH D, Also, the result of the speed study on Highway 83 East side of Genesee Depot**

Chairman Leair read the letter from the WisDOT. At Hwy 83 & D we will be keeping the speed limit the same. The WisDOT has concluded that the speed limit is appropriate. We will be looking to trim some trees that are in the WisDOT right-of-Way. This will increase the sight distance for traffic on CTH D. We will be looking into place “Intersection Ahead” warning signs in both directions on STH 83. STH 83 on South and east side of Genesee Depot. We will be extending the 25 MPH zone along the curve. (Please see attached for approximate sign locations). Chairman Leair responded back to WisDOT thanking them for doing the study. She also brought up the intersection warning signs on 83 and D. The major problem is entering the intersection from HWY D coming from the East. There is nothing blocking the view it’s just a bad spot to see vehicle’s coming from the North, with a bend in the road and cars coming at a high rate of speed.

**Discussion/Action-Preliminary Plat for Cardinal Court. The property is described as a part of the NE ¼ of Section 13 T6N R18E. (GNT 1489-982-008)**

Administrator /Planner Herrmann explained the subdivision will consists of six lots and one outlot ranging from 1.5 to 2.9 acres in size. The overall density complies with our Ordinance. There is some concern on two of the lots with ground water. The Town engineer will be involved in this as well. Morris made a motion to approve the preliminary plat subject to the Administrator/Planners recommendations, seconded by Ross. The motion passed 5-0.

**Discussion/Action – PFFW Summer Softball Tournament**

Carl Bertram was representing the tournament. The event is on August 17<sup>th</sup> 2024. There are some games scheduled very late considering there are no lights. Chairman Leair does not think that it would be safe. Mr. Bertram said he would shorten up the play so the games are done before sunset. Raised Grain Brewery will be selling beer. We check Id’s and issue a wrist band to show if they are of age to drink. The Town will order portable toilets. The Board is ok with them bringing in extra grills on pavement. There will not have a band. They will have music playing by the food at a reasonable volume with a JBL speaker. The Board and Park employees are ok with putting in snow fence to mark a 300-foot line and using some tents. He has volunteers to come back on Sunday morning to clean up the Park. They will provide the Clerk with a copy of the raffle license and proof of insurance, and a \$750.00 Bond. Cost of \$2,500.00. Ross made a motion to approve the tournament with the requirements listed above, seconded by Braun. The motion passed 5-0.

**Discussion/Action – Bids for new Bathrooms at Sunset Park**

Mickelberg showed the Town Board a PowerPoint about the Parks. The Park employees talked about Federal grants for the Parks. Chairman Leair said you need to check it out and get the paperwork. They also discussed the Parks being open in the winter and the lack of bathrooms was part of the reason the parks are closed. The Park employees discussed the new bathroom building and why they think we should have it in the Park. On February 7, 2024 the bids that we received were Ray Saddler Construction Co Inc. \$509,800.00, William Sackerson Construction Co Inc \$585,882.00 JH Hassinger Inc. \$513,574.00 and Absolute Construction Enterprises \$ 559,000.00. The bids were substantially higher than we thought. We have approximately \$230,000.00. The Board discussed option to come up with the extra money. Herrmann replied that we could borrow the money, look at the reserves to see if we can take it out of the general fund. Houston is very concerned about the money we are putting out for the DPW building and adding this building on top of the costs that we already spending scares him. Can we really afford it? Chairman Leair said if we can rent this out and make some money it would help. Herrmann asked if we were looking at renting out this building individually? Hettwer said it could be rented like the other shelters, or just as a concession stand. Conner Fischer said we are required to let the winner of the bid know within 30 days. The costs for the building do not include engineering and architectural fees outstanding for Fischer Fischer and Theis. Braun does not think that we should proceed until we decide how to pay for this. The Board would like to see if the lowest bidder can wait until we see how we can pay for this building. Houston would like to see a spread sheet on the finances.

#### **Discussion/Action Inventory/Assessment of bridges/culverts between 6 feet and less than 20 feet**

Chairman Leair said the only thing that Towns are responsible for is the inventory. Delmore consulting will go out and do all the work for us, getting all the paperwork filled out and sent in. The County will send the information to the State, the State will pay \$100.00 for each structure. That \$100.00 will go to Delmore consulting for their work. It will not cost the Town any money to get this done. Ross made a motion to have Delmore consulting do the work for us, seconded by Braun. The motion passed 5-0

#### **Reports –**

##### **Clerk Treasurer - Meri Majeskie**

##### **Discussion/Action - Bills to be presented. John Deer Utility Tractor and side Flail Mower**

The Board discussed the Tractor and the flail mower. We have not taken delivery of it and the company wanted us to pay it in full. Ross made a motion to pay half of the total price, seconded by Braun. The motion passed 5-0. Morris made a motion to approve the bills, seconded by Ross. The motion passed 5-0.

##### **Discussion/Action - Schultz Appraisal Update and one rescinded tax bill for 2023**

Schultz appraisal had charged an extra \$2,000.00 for having to go to court to represent us on a Board of Review case. He has removed that charge and, in the future, will notify us before and give us a price, if we have an attorney go along and represent the Town due to the additional work and time he has to spend with the attorney. We do have one rescinded tax bill that is being taken care of there was a fire and his tax bill was reduced on the advice of the State.

#### **Public Works Superintendent Mike Berg**

##### **Report**

##### **Discussion/Action - In Floor Heating for the aprons on the new DPW building**

Houston made a motion to approve the additional cost of \$10,951.04 to install the heated aprons to come out of the contingency under the Keller contract, seconded by Ross. The motion passed 5-0.

##### **Discussion/Action- Bills for the New DPW building to be approved; USA Fire Protection-**

**\$42,301.62, Workman Enterprises- \$9,000.00, Prager and Sons- \$3,135.60, Prager and Sons- \$13,851.90, Advanced Building Corporation- \$90,000.00, Mid-States Concrete- \$28,712.70, Mid-City Corp- \$35,563.50 and Mid-City Corp- \$7,380.00 and Keller- \$47,853.00.**

Ross made a motion to approve the bills listed above, seconded by Morris. The motion passed 5-0.

Ross made a motion to approve the additional bill for Butler Soil and Septic for \$45,000.00, seconded by Morris. The motion passed 5-0

**Discussion/Action - Additional Costs for the DPW Muck removal**

The Board discussed the problem of muck in the floor of the DPW building. Keller is working on drying out the floor so they can pour concrete. Paul Launer is concerned that if ground water or heavy rains comes the muck will settle and could cause cracking on the concrete floor. Devin from Keller Inc. thinks that if it gets dried out and compacted it will be fine. The Board decided take no action.

Deputy Steve Roblowski stopped by the Town Hall. The Board discussed vandalism at the Parks with him.

**Discussion/Action - Equipment and Hours for DPW - Buck Houston**

Houston discussed the equipment and employee hours and how the program for tracking works. Houston would like to see a complete set of all of the equipment with the age, serial number, hours on the machine. A full run down on all of the equipment. Houston does not want to spend any more money on equipment until he sees the list.

**Discussion/Action – Plow build for the Two New Plow Trucks**

The Town has used APRA funds to cover a large portion of the trucks. There is still \$67,000.00 additional Needed to pay for the plow build. The Board discussed the plows.

**Chairman – Sharon Leair**

**Update on WTA District 6 meeting**

The Wisconsin Towns association meeting was held in Merton. Herrmann and Braum attended. There was a speaker talking about the broadband programs, and the County Clerk who talked about the election changes. Chairman Leair also attended both of the WTA District 6 meetings. The mornings had the DOR BOR certification trainings.

**Update on Town Legislation**

The Urban Town's bill that we supported for Town's over 5000 population and the County zoning bill where Town's meeting certain criteria could get out of County zoning. The most opposition came from Waukesha County. The Urban Town's bill could still make it to the floor, but they took the guts out of the bill because of all of the opposition from the league of Municipalities.

**LCFR Fire Board – James Morris**

**Discussion Action – Update on LCFR**

The Chief is back working 20hr and next week 30 hrs. The new ladder truck will be \$500,000.00 and should be in service in about a month. There will be budget workshops, strategic planning, and updates by the Fire Board before the budget again this year. It appears there is an impasse that we are going to have to make the budget work within the CPI plus 2% from where we were. Are goal is to make sure we keep the staff. There is a lot of work to be done there. There are five open positions and they had sixteen people who made it on to the next review.

**Discussion/Action - RFP for Comprehensive Land Use Plan**

Herrmann is working on an RFP. He would like the Board to look and it and review when it is completed. This is required every 10 years.

**Discussion/Action - RFP for Hiring a new Accounting Firm**

We will need an RFP for hiring a new firm.

**Discussion/Action- Badger Materials Recycling Inc Annual Report**

The report is on file at the Town Hall. Ross made a motion to place the report on file, seconded by Braun. The motion passed 5-0.

**Discussion/Action - Extension of Administrator/Planner Contract and sick time payout**

Ross made a motion to approve the Administrator/Planner's contract through 2027 including the sick time Payout with Oconomowoc up to 960 hours that is used for health insurance or health costs splitting the cost At 50%, seconded by Morris. The motion passed unanimously. Oconomowoc would bill us our 50% as the money from the payout is used. The motion passed 5-0.

**Discussion/Action - Gas Cards for new fuel program unleaded**

We would like to join this program where you get fuel cards with an assigned number and it will track who Is putting the fuel in the vehicle and the miles on the vehicles. At the end of the month, you receive a report and you do not have to pay for State sales tax. This would be for unleaded only. The diesel fuel will be purchased in bulk and put in a tank at the DPW area. Ross made a motion to approve the gas cards, seconded by Braun. The motion passed 5-0.

**Discussion/Action - 2024 Billing rates for SEH Engineering**

Discussion. Herrmann says we will continue to use the engineers for anything that we can charge back. Berg will try to use the engineers less. Ross made a motion to approve the billing rates, seconded by Morris. The motion passed 5-0.

**Discussion/Action - Operator Permit applications**

None

**Discussion/Action - Minutes to be approved- Regular Town Board meeting 1-8-2024**

Ross made a motion to approve the minutes of 1/8/24, seconded by Braun. The motion passed 4-0. Morris abstained.

**Discussion/Action - Purchasing lands in the Town**

There was a parcel of land next to the Town hall that may come up for sale, would the Board be interested in purchasing any land? Discussion. The Board is not interested at this time.

**Correspondence**

None

**Adjourn**

Braun made a motion to adjourn, seconded by Ross. The motion passed 5-0. The meeting was adjourned at 8:22 p.m.

Respectfully submitted,

Meri Majeskie, WCMC  
Town Clerk Treasurer