

**TOWN OF LEMONWEIR
MINUTES OF THE TOWN BOARD
Volume: [JUNE 2024]**

MONTHLY BOARD MEETING, Town of Lemonweir, Juneau County, State of Wisconsin, met on June 11, 2024. The meeting was called to order at 7:03 p. m., by chairman, John Burch. Supervisors present were: Robert L. Smith, Matthew Vaughan, Carl B. Miller and Guy Smith, Jr. The following notice regarding this meeting was published in the June 6, 2024, edition of the Star-Times and posted at the Town Hall, Walsh Grain Farms and Hamm Bros. and the town website:

**TOWN OF LEMONWEIR
MONTHLY TOWN BOARD MEETING
Tuesday, June 11, 2024
At the Town Hall (N3935 19th Ave)
7:00 p.m.**

- Call To Order
- Public Comments and Concerns
- Minutes of last meeting
- EDP Renewables-Juneau Solar Park Update Brief
- Approval of Successor Agent for Woodside Ranch, LLC
- Approval for Renewal of "Class "B" Liquor & Beer Alcohol Beverage License for Woodside Ranch Resort LLC—Michael C. Fadness, Agent
- Approval for Renewal of "Class "B" Liquor & Beer Alcohol Beverage License for Woodside Sports Complex LLC—Michael C. Fadness, Agent
- Approval of "Operator's" Licenses
- Discussion/Action on Assessor Contracts for 2025 Revaluation & Maintenance
- Discussion/Action on hiring Delmore Consulting
- Discussion/Action to Adopt #2024-06-11RD-4 Ordinance to Lower Speed Limit on Town Highways
- Road Report including--2024 road projects, mowing, culverts, and other road issues
- Fire Dept Report
- Ambulance Report
- Discussion/Action to adopt Record Retention Ordinance Chapter 15
- Administrator's Report--Office Operations, Payment Voucher, Correspondence & Zoning Permits
- Adjournment

Carin E. Leach, Town Administrator
(608) 847-4786
Publish 6/6/2024 JCST

PUBLIC COMMENTS were called for by the chair: Complaint called into Matt regarding the Winker place at N4931 17th Ave-number of cars.

MINUTES of the May 14, 2024 regular town board meeting and the May 28, 2024 Special Town Board meeting were approved as mailed on **motion** by Vaughan/Miller. All yes votes, motion carried.

EDP RENEWABLES-JUNEAU SOLAR PARK UPDATE BRIEF—Gunnar Doyle and new team member Maricarmen Martinez, Project Developer were present to give an update. An open house will be held again at the Lodge in Mauston on July 10, 2024 from 5:30pm-7:30pm. The

properties involved will get an invitation—this is open to the public. They hope to have the park design ready to be presented. They will have a short presentation along with FAQ. After this meeting the website will be updated with the material from the meeting.

Other updates included: ATC has given a 2027 commercial operations date due to supply chain demand which will push the project back to late 2026 construction start; a road study will be done this summer on Carrig Rd and other roads to be used as main construction routes—a road agreement will be forthcoming to be reviewed by the town board; the engineering permit application will be turned into the PSC in July with the other permit application filings targeted for October 2024; as of yet there is no confirmed buyer of the energy; Greg & Matt plan to attend the July 9th town board meeting.

APPROVAL OF SUCCESSOR AGENT FOR WOODSIDE RANCH, LLC: Woodside has appointed Michael Fadness as the successor agent for Woodside Ranch due to the former agent leaving their employ. A **motion** by Miller/Smith, Jr. to approve this appointment for Michael Fadness as the successor agent for Woodside Ranch. All yes votes, motion carried.

APPROVAL FOR RENEWAL OF “CLASS “B” LIQUOR & BEER ALCOHOL BEVERAGE LICENSE FOR WOODSIDE RANCH RESORT LLC—MICHAEL C. FADNESS, AGENT – All application forms as required by the state have been turned in and fees paid. There are no changes from last year. A **motion** by Smith/Vaughan to approve renewal of this license as applied for. All yes votes, motion carried.

APPROVAL FOR RENEWAL OF “CLASS “B” LIQUOR & BEER ALCOHOL BEVERAGE LICENSE FOR WOODSIDE SPORTS COMPLEX LLC—MICHAEL C. FADNESS, AGENT-- All application forms as required by the state have been turned in and fees paid. There are no changes from last year. A **motion** by Smith/Vaughan to approve renewal of this license as applied for. All yes votes, motion carried.

APPROVAL OF “OPERATOR’S” LICENSES—Michael Fadness – this was the only “Operator’s” license applied for at this time which is a renewal. A **motion** was made by Vaughan/Smith, Jr. to approve the “Operator’s” license for Michael Fadness. All yes votes, motion carried.

DISCUSSION/ACTION ON ASSESSOR CONTRACTS FOR 2025 REVALUATION & MAINTENANCE—after a brief discussion a **motion** was made by Miller/Smith to approve both the 2025 revaluation contract for \$48,500 (includes maintenance) and the 2026, 2027, 2028 maintenance contract for \$11,200 per year with Hart Appraisals, Inc. All yes votes, motion carried.

DISCUSSION/ACTION ON HIRING DELMORE CONSULTING—Chairman Burch asked the board to consider the Delmore Consulting proposal. The proposal consisted of four services—Road Review Service: comprehensive review of current Road system, 2-yr plan, develop plan to ensure longevity, maximize budget, review and adjust plans as conditions dictate, assist with government funding programs, complete with PASER ratings and entry into WISLR system with WISDOT, Bid Letting, WISLR Inventory Section Update, On Call service totaling \$14,800; Traffic Sign Inventory Assessment and Mapping: tangible database and written report of all signs with GPS coordinates and photo of each sign and priority list of Signs that need to be

addressed totaling \$9,800; Full Culvert Assessment Inventory and Mapping Service: Assess each individual culvert's condition, size, material type, water flow direction and blockage into an electronic database, locate buried culverts, GPS coordinates for each culvert, pictures of each culvert, interactive map with inventory by condition, priority list with action plan totaling \$12,500; Full PASER Rating Service: physically drive and rate each town road and update each road rating in WISLR with report and submittal confirmation to the Town Chair and Clerk totaling \$3,000.

Chairman Burch noted that he completed the 6'-20' culvert report. He asked if the board would want Delmore to come to a meeting and give a presentation before deciding. A **motion** by Vaughan/Smith to invite Delmore Consulting to schedule a presentation with the board. All yes votes, motion carried. John will contact Jeff Delmore to set this up.

DISCUSSION/ACTION TO ADOPT #2024-06-11RD-4 ORDINANCE TO LOWER SPEED LIMIT ON TOWN HIGHWAYS—as discussed previously in May a motion was mad to lower the speed limit to 35MPH on the stretch of 47th St that goes around the bluff. An ordinance is needed to be able to enforce this change and also includes the lowering the speed limit to 35MPH on LL Townline Rd which had been voted on last fall and has been signed already. It was questioned whether or not we needed a speed study. The reduction is 10 MPH therefore a speed study is not required. It was noted that we have done this on several other roads and there are individual ordinances for those roads. Signs will need to be ordered. A **motion** by Vaughan/Smith, Jr. to adopt #2024-06-11RD Ordinance to Lower Speed Limit on Town Highways including the bluff section of 47th St and LL Townline Rd. All yes votes, motion carried.

Ordinance #2024-06-11RD-4
ORDINANCE TO LOWER SPEED LIMIT ON TOWN HIGHWAYS

STATE OF WISCONSIN
Town of Lemonweir
Juneau County

The Town Board of the Town of Lemonweir, Juneau County, Wisconsin, has the specific authority under s. 349.11, Wis. stats., to adopt this ordinance.

The Town Board of the Town of Lemonweir, by this ordinance, adopted on proper notice with a quorum and by a roll call vote by a majority of the town board present and voting, provides the authority for the town to reduce the speed limits on certain town highways in the town as follows:

A. Pursuant to s. 349.11, Wis. stats., effective _____, 2024, speed limits on certain Town of Lemonweir town highways are reduced or modified as follows:

47th Street— from the intersection of 17th Avenue going east on 47th Street approximately 2.0 miles running through Sections 33 and 28 T16N R4E continuing north and west around the bluff to the intersection of 16th Avenue. To better insure the safety of the traveling public, the speed limit is reduced to 35 mph due to the sharp curves of the road and increases in vehicle and recreational traffic including numerous requests from the residents currently residing on this stretch of 47th Street,

LL Townline Rd-- from the Mauston/Lemonweir town line going south on LL Townline Road approximately 1.54 miles running through Sections 18 and 19 T15N R4E to the intersection of Mile Bluff Road. To better insure the safety of the traveling public, the speed limit is reduced to 35 mph due to the

increased semi-truck, farm equipment, light vehicle and recreational traffic from homes and businesses along this route,

B. Pursuant to s. 349.11 (5), Wis. stats., the town chairperson, or his or her designee, shall place appropriate traffic signs at the above-described locations on or before the effective date of this ordinance.

C. No person may operate any vehicle on the above-noted town highways, in violation of the above-noted speed limits. Any violation shall be subject to penalties under s. 346.60, Wis. stats.

This ordinance is effective on _____, 2024

The town clerk shall properly post or publish this ordinance as required under s. 60.80, Wis. Stats.

Adopted this 11th day of June, 2024
Lemonweir Town Board

/s/ _____, Chairman

Supervisors: /s/ _____ /s/ _____

/s/ _____ /s/ _____

Attest: /s/ _____, Town Administrator

Further discussion: Dave Anderson asked if the board would consider lowering the speed limit to 35MPH on 19th Ave from CTH N to Hwy 82 due to the amount of traffic now on this road. A **motion** by Vaughan/Smith, Jr. was made to reduce the speed limit from 45MPH to 35MPH on 19th Ave as requested. All yes votes, motion carried.

There are a number of 45MPH signs but no 35MPH signs. It was suggested that we look into resurfacing some of those signs.

ROAD REPORT including--2024 road projects, mowing, culverts, and other road issues—Dave will start mowing June 17th. Volling Ln is done; Scott Construction dug out 3in of gravel then wedged in culvert. Crack & dip fills are done. All are good except for Emerson Rd and there are imperfections on 19th Ave in the wedging. Steve from Scott will come and check out the spots in question with Dave. Chip seal was started on June 11th. Shouldering—Dave will check on recycled blacktop but noted that we can't use if it has big chunks—it would need to go through a crusher first. Grass should be mowed first before shouldering. Carl Miller will check on cost of 10-15 loads delivered (\$28/yd) 30 x 17yds + \$510 load)

K-L Townline Rd: bank removed on one-side and put on the other side; trees removed; needs to be shouldered in this area. Dave also had Scott wedge 20' at CTH N to shore up this area as chip seal wouldn't hold up here.

Rockwood Rd is washing out again—needs to be dug out to make a shoulder 30-60' near Bill Marose.

Morrissey Rd—Brian will get the culvert work done as soon as the water goes down.

Patch trailer—repair is not completed yet. Dave suggested the town rent the county's patcher until he can get ours done, however a board member will need to do the patching.

Complaints regarding the 19th Ave railroad tracks were heard from residents. Graewin's asked if Emerson Rd could be closed so that some trees could be taken down. They will let Dave know when so that barricades can be brought out.

FIRE DEPT REPORT—Lyndon Station Fire Dept sent a report regarding the fires calls they have responded to from Dec 2023-May 202. There were eight calls—4 vehicle crashes all I-90/94; 2-brush fires; 1-barn fire; 1-EMS assist. As part of our contract with LSFd we have to pay for water use in these fires. Tonight's vouchers include a bill for \$205.53 covers water charges for Jan-Apr 2024 for the above mentioned calls.

AMBULANCE REPORT—Liz Anderson reported that they have four position open and are interviewing 5 applicants. Chris Leopold has been working hard and needs some help with administration since Peterson's departure.

MAAA is participating in active shooter trainings.

Due to some traumatic calls some of the staff has needed mental health resources.

MAAA is now also responsible for care of the K-9 unit if needed and transport by ambulance to veterinary care.

The 115th Fire Fighter Squadron from Madison may land at Volk Field if needed in an emergency.

DISCUSSION/ACTION TO ADOPT RECORD RETENTION ORDINANCE CHAPTER 15:

*TOWN OF LEMONWEIR
CHAPTER 15
ORDINANCE TO ADOPT THE WISCONSIN MUNICIPAL RECORDS SCHEDULE*

*STATE OF WISCONSIN
Town of Lemonweir
Juneau County*

SECTION I – TITLE AND PURPOSE

This ordinance is entitled the Town of Lemonweir-Chapter 15-Ordinance to Adopt the Wisconsin Municipal Records Schedule. The purpose of this ordinance is to provide the legal custodian(s) of public records in the possession of the Town of Lemonweir with the authority to retain and destroy those records.

SECTION II – AUTHORITY

The Town Board of the Town of Lemonweir, Juneau County, Wisconsin, has the specific authority under ss. 60.83 and ss. 19.21 (4), Wis. Stats., to adopt an ordinance to address the management and destruction of public records.

SECTION III – ADOPTION OF WISCONSIN MUNICIPAL RECORDS SCHEDULE

The Wisconsin Municipal Records Schedule, as approved by the Public Records Board on August 27, 2018, attached hereto and incorporated herein by reference, is hereby adopted by the Town of Lemonweir Town Board as the Town's official record retention schedule.

SECTION IV – NOTIFICATION TO WISCONSIN STATE HISTORICAL SOCIETY

When a record has met the terms of the retention period, the record may be destroyed by the legal custodian of the record, provided the custodian has complied with the notification requirement set forth in s. 19.21 (4), Wis. Stats., to the Wisconsin State Historical Society.

SECTION V – CONFLICT

In the event of any conflict between the terms of this ordinance and any applicable state statute, the applicable state statute shall control.

SECTION VI – REVOCATION OF PRECEDING ORDINANCE

This ordinance hereby revokes and supersedes any prior resolutions or ordinances adopted by the town board relating to the retention and/or destruction of public records of the Town of Lemonweir.

SECTION VII – EFFECTIVE DATE

This ordinance shall become effective upon its publication and/or posting in the manner set forth in s. 60.80, Wis. Stats.

*Adopted this _____ day of _____, 2024.
By the Town Board of the Town of Lemonweir, Juneau County, WI:*

_____, *Chairman*
John J. Burch

_____, *Supervisor*
Robert L. Smith

_____, *Supervisor*
Matthew Vaughan

_____, *Supervisor*
Carl B. Miller

_____, *Supervisor*
Guy Smith, Jr.

*Attest: _____
Carin E. Leach, Town Administrator*

This ordinance was drafted by the WTA for use by towns to accompany the attachment (56 pages) General Records Schedule-Wisconsin Municipal and Related Records approved by the Public Records Board August 27, 2018 and expiring in August 27, 2028 for use by all units of Wisconsin Government at the Municipal level. This ordinance gives the town a guideline what records should be retained and which records can be destroyed. A **motion** was made by Vaughan/Smith, Jr. to adopt the retention ordinance as proposed. All yes votes, motion carried.

ADMINISTRATOR'S REPORT

Office Operations—Carin reported she has been in the office as much as she can in between family medical leave. Carin attended Board of Review and two Special Meetings were set up due to the 19th Ave road damages and a request from city administrator Daron Haugh. The speed limit ordinance and retention ordinances were revised to be adopted. Several zoning inquiries were also handled in addition to new state reporting for personal property and Maintenance of Effort (MOE) for emergency services-webinar attendance, short-term rental discussion with Avenue & Insights,

cemetery inquiries and transferring the cemetery accounts to municipal accounts; preparing the 2023 books for the auditor.

Showed receipts of \$55,059.20, and a balance of \$564,649.04 as of May 31, 2024, including \$100 in petty cash.

Correspondence:

1. FROM: Hart Appraisals, Inc.; RE: Woodside valuation-Pat talked with attorney today and is waiting on an appraisal. He would like to meet with the board once he gets the new information from Woodside.
2. FROM: Bank of Mauston; RE: Collateral Register—Current Face: \$1,255,000 as of 5/31/24
3. FROM: WisDNR; RE: MFL Transfer Order to continue MFL designation for Eric & Brianna Sanner S11T15NR4E Part of NENW Parcel #290180458 - 20 acres – no objections
4. FROM: Tostrud & Temp SC; RE: Engagement Letter for audit services for year ending 12/31/2023

The administrator presented bills in the amount of \$40,297.49, for payment. **Motion** by Vaughan/Smith to authorize payment. All yes votes.

ZONING-Permits issued to: Wade & Barb Johnson (deck); Kevin Ripp (shed); Randy & Joyce Johnson (shed)

Also noted was a storage container at Brandon Ruland's --W5373 Emerson Rd. Carin will review the ordinance regarding this issue.

ADJOURN - The meeting was adjourned on **motion** by Smith/Smith, Jr. at 8:30p.m. All yes votes.

APPROVED BY TOWN BOARD 7/11/2024

ATTEST:

Carin E. Leach
Carin E. Leach, Town Administrator

