

TOWN OF MERTON
Annual Meeting April 22, 2024 Minutes

- Call to Order by Chairman Klink at 6:30 pm.
- Pledge of Allegiance
- Minutes of April 24, 2023, Annual Meeting. A motion to approve was made by Fleming/Herrick. Motion carried.
- Oaths of Office. Clerk Hann gave the oath of office to Town Supervisor #2 James Fleming, and Town Supervisor #4 James Olson.

Present: Chairman Klink, Supervisors Morris, Fleming, Herrick, and Olson, Attorney Tracy Murn, Treasurer Kempen and Clerk Hann. Absentee: DPW Director Paul Griffin. Also in attendance: Brett & Jenell Heath, Wendi Unger, Division Chief Sharp, Chief Bowen, Chief Paral, Planner Marilyn Haroldson, Chief Doug Gondek, Chief Wraalstad, Building Inspector Ken Nyhouse, Library Director Kaushalya Iyengar and Chief Bowen, Chief

Wendi Unger, CPA, Partner - Baker Tilly -Financial Audit Report for 2023:

Unger reviewed for the board on 2023 Financial Statement and the Reporting and insights from the 2023 audit. She referenced a hand out that was in the board packet.

- Audit Result: Objective of the audit was to express an opinion on the financial statements for the Town as of December 31, 2023. They have issued a Clean Unmodified Opinion on the financial statements for the Town. What that clean unmodified opinion means is that the information contained within the audited statements is materially accurate and all financial documents have been included in the packet. Accounting principles have been consistently applied with prior years.
- Unger was happy to say that there continues to be no material weakness within the internal controls and no audit adjustments which is a very positive result.
- Unger reviewed page 49 of the Financial Statements and summarized the revenues and expenses.
- Fund Balance was reviewed by non-spendable, restricted, assigned and unassigned.
- The Town Hall Library Operation is run through the Town hall and is reflected in the operations of a special revenue fund.
- The Town ARPA funds were reviewed for the Board.
- The Town's general obligation long-term debt totaled \$2.917 million due in annual installments through 2031 and the Town has the ability to borrow and pledge taxing authority equal to 5% of its equalized value or \$134 million if needed.
- Chairman Klink thanked Treasurer Kempen for all her work on the audit and thanked Wendi Unger for coming and the service their firm provides to the town.

Department Reports:

- Chief of Police for the Town of Oconomowoc, Kristen Wraalstad, did a review for the board. She stated things continue to go well in the Town.

- Ken Nyhouse, Town of Merton Building Inspector stated the department has had another busy year with new construction, remodels and accessory structures. There have been 767 inspection visits and 440 permits issued in 2023. Already this year there have been 118 permits issued. The department is continuing to evolve and to streamline the building permit process.
- Marilyn Haroldson, Town of Merton Planner, reported that she meets with residents, developers, land owners, businesses and works in cooperation for compliance with zoning. She has worked on Plan of Operations/Site Plans; Re-Zoning or Land Use Amendment Hearings; Several CSM for land divisions/ parcels combinations; Public Hearings for Conditional Use Permits; and the Stormwater Management MS-4 permit.
- Doug Gonek, Chief of the Lake Patrol for the Town of Merton reported about the Lake Patrol . The town received almost \$22,000 for law enforcement services for the 2023 boating season. He was asked about staffing for the Lake Patrol and he stated that it is hard to find people who want to do this job.
- Kaushalya Iyengar, Library Director for the Town Hall Library presented an annual report for 2023. She had 37,107 visitors to the library and 311 programs were offered. 20,550 were non-resident in the county and 6,144 were non-residents from other counties. Many services/programs are available at the Library.
- Brad Bowen, Chief for Western Lakes, Josh Paral, Chief for Merton Community Fire Department (now known as Village of Merton Fire Department), and Kajil Sharp, Division Chief for Hartland Fire Department did a joint report together. They reviewed their operational programs, call volume, staffing, training, collaboration with each other, public education and community involvement.
- Chairman Klink thanked all the crews for all their work.
- No public comment from the floor.

Set Date for Annual Meeting:

Chairman Klink asked for the dates to be set for the annual meeting in 2025. A motion to set the date for the Annual Meeting for 2025 to Monday, April 28, 2025 was made by Fleming/Olson. Motion Carried.

A motion was made to adjourn by Fleming/Herrick. Motion carried. Adjourn at 7:33 pm.

In March, 2025 the Annual Meeting date was reposted for April 21, 2025 for the Auditor to be available to present the audit for the board.

Donna Hann,
Town Clerk