

Town of Merton
PO Box 128
North Lake, WI 53064
Minutes of December 11, 2017

- Meeting Called to Order by Chairman Klink @ 6:30 pm
- Pledge of Allegiance led by Chairman Klink.
- Minutes of the November 27, 2017 Public Hearing, Meeting of the Electors & Town Board Meeting. A motion was made to approve minutes by Morris/Fleming. Motion Carried.

Present: Chairman Klink, Supervisors Fleming, Morris, Herrick, and Weber, Highway Superintendent Griffin, and Clerk Hann. Absent Attorney Chapman.

Also in attendance: Deputy Sykes, Gary Stippich, Michelle Redford, Scott Peterson & Jerry Hein.

Citizen Comments and Concerns: None

Old Business: None

New Business:

Consider/Act on Lake Country Municipal Court Budget. A resolution from Lake Country Municipal Court for their 2018 Budget was presented. A motion to approve the Lake Country Municipal Court Budget was made by Herrick/Fleming. Motion carried.

Consider/Act on Fire Contract with Stone Bank Fire Department. Clerk Hann present an attachment that was missing from the contract and stated that the payment date was updated to January 20th rather than the 1st day in January. A motion to approve the Fire Contract with Stone Bank Fire Department was made by Fleming/Herrick. Motion carried.

Consider/Act on Increasing the Permit Fee Schedule for Building and Related Permit Fees starting in 2018. A motion to approve the Permit Fee Schedule for Building and Related Permit Fees starting in 2018 was made by Morris/Herrick. Motion carried.

Consider/Act on Cell Phone Reimbursement Policy. Clerk Hann stated that it is recommended to have policies written down for documentation. Currently, certain employees who are on call 24 hours a day received a reimbursement to have their cell phones numbers used by Waukesha County and other Emergency Response Units. Discuss followed to see if others should be reimbursed for cell phones. A motion to approve Cell Phone Reimbursement Policy for Highway Superintendent and Assistant Highway Supervisor was made by Herrick/Fleming. Motion carried.

Consider/Act on Bad Debt Policy. Clerk Hann presented to the town board a written policy on bad debt write off. The treasurer and clerk are asking for the board to authorize the Treasurer and/or Clerk-Deputy Treasurer to write off uncollectable

accounts in an amount of \$0-\$25 and any accounts \$25 and above will need Town Board authorization for writing off the uncollectable account. A motion to approve Bad Debt Policy was made by Herrick/Fleming. Motion carried.

Consider/Act on Class “B” Beer and “Class B” Liquor Stone Bank Farm Market, LLC, Michelle Relford, Agent, d/b/a Stone Bank Farm Market, N68W33208 County Rd. K, Oconomowoc, 53066. Clerk Hann received an application for a new Class “B” Beer and “Class B” and currently there is a license available. A motion to approve Class “B” Beer and “Class B” Liquor Stone Bank Farm Market, LLC, Michelle Relford, Agent, d/b/a Stone Bank Farm Market, N68W33208 County Rd. K, Oconomowoc, 53066 was made by Herrick/Fleming. Motion carried.

Consider/Act on Election Officials Approval for 2018-2019 Election Years. A list of Election Officials was presented to the town boards. A motion to approve Election Officials approval for 2018-2019 Election Years was made by Morris/Fleming. Motion carried.

Consider/Act to do a Letter of Recommendation for NLMD to apply for a DNR Grant to do a study of Oconomowoc River. Chairman Klink explained that North Lake Management District is studying the river from Monches down to North Lake. A letter of recommendation was read to the town board. A motion to approve preparing a Letter of Recommendation for NLMD to apply for a DNR Grant to do a study of Oconomowoc River was made by Herrick/Fleming. Motion carried.

Clerk, Board, Highway and Attorney Reports

Morris attended a Lake Keesus Management District meeting and the Town’s Association will be having district meeting starting in 2018. Highway Superintendent Griffin asked if Lake Keese Management could give the town a key to the gate at the boat launch because he was contacted by Waukesha County Sheriff recently. Clerk Hann stated that Waukesha County will be mailing the tax bills this week and the office is ready for tax collection. The Auditors will be here this week to start the preliminary audit. Chairman Klink stated that he and Highway Superintendent Griffin will be having a meeting at the Arrowhead School District office to review Campus Road Addition.

Operator’s Licenses - Toll. A motion to approve the operator’s license for Toll was made by Fleming/Herrick. Motion carried.

Vouchers as Presented - A motion to approve the vouchers as presented was made by Morris/Fleming. Motion carried.

Adjourn - A motion to adjourn was made by Fleming/Herrick. Motion carried. Meeting adjourned at 6:59 p.m.

Donna Hann, Town Clerk