

**Town of Pine River
Town Board Meeting Minutes
January 8, 2019**

Chairman Zeitz called the meeting to order at 7:12 p.m. All town board members were present.

The Pledge of Allegiance was said.

Minutes from the last meeting held December 4, 2018 were read by Clerk Herdt. Supervisor Breunig made a motion to accept the minutes; Supervisor Uttech seconded the motion.

The Treasurer's Report was given by Treasurer Oppen. Supervisor Uttech made a motion to accept the report; Supervisor Breunig seconded the motion.

There was a special town meeting held December 28th, 2018 at 9:00 AM to sign mBank loan and legal documents needed for the purchase of the fire truck.

Supervisor Breunig made a motion to layover making the decision to continue or discontinue using mBank as the Town of Pine River depository until we see how their service will be once things settle down for them regarding their buyout of Lincoln Community Bank. Supervisor Uttech seconded the motion.

Attorney Frokjer gave an update on the property at N1563 Big Eddy Road that did not obtain the required utility permit. He stated that our Utilities Ordinance does not list "double fees" as the charge of non-compliance but that we can charge \$100 a day. Chairman Zeitz made a motion to charge Public Service the \$250.00 permit fee plus four days at \$100 per day if they comply within a reasonable amount of time. Supervisor Breunig seconded the motion.

The County wanted us to pass a resolution prior to them okaying our wedding barn ordinance. The town board decided that since no other townships need to complete this added step, that we would not. The County should pass our ordinance as it stands.

Chairman Zeitz made a motion to have Darin Pagel continue as our town building inspector with the current rates including in part, \$500 stick, \$300 prefabricated; Supervisor Breunig seconded the motion and it was made unanimous by Supervisor Uttech.

Chairman Zeitz had a call from an individual wanting to put up a fence in the right-of-way on Bunker Hill so that snowmobilers could use that right-of-way. Since there is no reason that a trail needs to be there, the item was tabled. Chairman Zeitz made a motion that if the snowmobile club wants a trail on Bunker Hill, they would need to come to the board for approval; Supervisor Breunig seconded the motion.

Our town caucus is on January 17, 2019 at 7 PM. Incumbents are: Bill Zeitz, chairman; Dave Breunig and Steve Uttech, supervisors; Donna Oppen, treasurer; Amanda Herdt, clerk, and Hannah Zastrow, constable.

Chairman Zeitz drafted a Resolution of Nullification of Federal, State and County Administrative Rules on Nutrient Management Plans in the Town of Pine River, Lincoln County, Wisconsin. Chairman Zeitz made a motion to adopt the resolution and that it be sent to all parties listed on the resolution after January 15th 2019; seconded by Supervisor Breunig and made unanimous by Supervisor Uttech.

Chief Uttech gave the Fire Department and First Responder reports. There were no fire related calls but 13 responder runs since the last meeting. The total calls for 2018 are 29 fire and 80 EMS.

A note about our tax bills: the State of Wisconsin had no increase, Lincoln County had an increase of 1.7%, MAPS an increase of 2.9%, NTC an increase of 2.3%, and the Town of Pine River had a decrease of .8%.

Opportunity for public comment was given.

Invoices 14,544 through 14,606 were paid.

The meeting adjourned at 8:36 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Amanda Herdt". The signature is written in dark ink and is positioned above the printed name.

Amanda Herdt

**Town of Pine River
Town Board Meeting Minutes
February 5, 2019**

Chairman Zeitz called the meeting to order at 7:00 p.m. All town board members were present with the exception of Treasurer Oppen.

The Pledge of Allegiance was said.

Minutes from the last meeting held January 8, 2019 were read by Clerk Herdt. Supervisor Uttech made a motion to accept the minutes; Supervisor Breunig seconded the motion.

A brief Treasurer's Report was given by Chairman Zeitz.

The town caucus was held January 17; Attorney Frokjer chaired the meeting, Marilyn Zastrow and Kathy Gruetzmacher were the counters. The current incumbents were the only nominees.

As it stands currently, we will continue to use mBank as our depository.

Attorney Frokjer reported that Loretta Baughan received an email that Wisconsin Public Service will be sending payment of \$250 for the overlooked permit and \$400 for the fee of not having the permit prior to installing the line under our roadway. Wisconsin Public Service requested that we notify them in the future when we make changes to our zoning that would impact them.

Lincoln County and our wedding barn zoning was discussed. Lincoln County has not approved it.

Chairman Zeitz spoke with Golden Harvest's owner Timothy Conjurske regarding building in the Town of Pine River. They are currently involved with the City. Chairman Zeitz told of the availability of land in Pine River.

Congratulations to the road crew for keeping our roads clear.

Chief Uttech gave the Fire Department and First Responder reports. There was 1 fire related call and 6 responder runs since the last meeting.

Opportunity for public comment was given. Chairman Zeitz mentioned that he received a postcard saying faster internet is now in our area. Other residents received the same.

Invoices 14,607 through 14,647 were paid.

The meeting adjourned at 7:27 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Amanda Herdt".

Amanda Herdt

**Town of Pine River
Town Board Meeting Minutes
March 5, 2019**

Chairman Zeitz called the meeting to order at 7:00 p.m. via teleconference. All town board members were present with Chairman Zeitz phoning in.

The Pledge of Allegiance was said. Everyone stayed standing for a moment of silence for the Renken tragedy that occurred in our township.

Minutes from the last meeting held February 5, 2019 were read by Clerk Herdt. Supervisor Breunig made a motion to accept the minutes; Supervisor Uttech seconded the motion.

The Treasurer's Report was given by Treasurer Oppen. Supervisor Breunig made a motion to accept the report; Supervisor Uttech seconded the motion.

The Plan Commission will be holding their public hearing in May, at the earliest.

The upcoming spring election is April 2nd 2019; polls are open 7:00 a.m. through 8:00 p.m.

The April 2, 2019 Town Board meeting is moved to the Pine River Fire Department due to elections.

Pine River's Annual Meeting will be held April 20, 2019 at 1:00 p.m. at the Town Hall.

At the County Board Meeting on February 19, the Wedding Barn ordinance resolution was tabled.

Chairman Zeitz made a motion to accept mBank as our public depository; Supervisor Uttech seconded the motion.

Thanks went to our road crew for all the work that they did keeping roads clear in our record-breaking 60" of snow this February.

The Town of Pine River audit date will be scheduled and posted. Tentatively March 18th at 6 PM.

Chief Uttech gave the Fire Department and First Responder reports. There were 3 fire related calls and 6 responder runs since the last meeting.

Chairman Zeitz had a handout of former Congressman James Traficant's U.S. bankruptcy speech available for attendees.

Opportunity for public comment was given.

Invoices 14,648 through 14,695 were paid.

The meeting adjourned at 7:39 p.m.

Respectfully submitted,



Amanda Herdt

**Town of Pine River
Town Board Meeting Minutes
April 2, 2019**

Chairman Zeitz called the meeting to order at 7:00 PM. All town board members were present.

The Pledge of Allegiance was said.

Minutes from the last meeting held March 5, 2019 were read by Clerk Herdt. Supervisor Uttech made a motion to accept the minutes; Supervisor Breunig seconded the motion.

The Treasurer's Report was given by Treasurer Oppen. Supervisor Breunig made a motion to accept the report; Supervisor Uttech seconded the motion.

Chairman Zeitz thanked the Town of Pine River Fire Department for hosting this month's town meeting due to the spring election being held at the town hall.

The Annual Meeting will be held April 20, 2019 at 1:00 PM at the Town Hall.

The Town Audit was held March 18, 2019 at 6:00 PM. All 2018 transactions are accounted for.

The State of Wisconsin Administrative Code has changed for commercial buildings (including farms) that are having electrical updates or new installations. We can either perform the inspections ourselves or let the state handle them. Not responding to their letter by January 1st, 2020 will give the state jurisdiction. The town board chose to let the state handle the inspections.

Properties on Center Road were having substantial flooding problems. These issues will be addressed at our May meeting.

The annual Clean Sweep will be May 18, 2019 from 8:00 AM to noon at the Town Garage.

A public hearing to gain input and finalize the Town of Pine River Comprehensive Plan will be held on June 4, 2019 at 6:00 PM at the Town Hall.

On March 30th the Wisconsin Towns Association hosted a District meeting in Stevens Point; Attorney Frokjer, Supervisor Breunig, Supervisor Uttech and Clerk Herdt attended.

Chairman Zeitz made a motion to waive building permit fees, if due to catastrophic events; Supervisor Uttech seconded the motion with Supervisor Breunig making it unanimous.

Chief Uttech gave the Fire Department and First Responder reports. There were no fire related calls, but 6 responder runs since the last meeting.

There will be a Town road inspection on April 12, 2019 at 8:00 AM. Requests for bids for paving and seal coating will be published thereafter.

Opportunity for public comment was given. Dick and Stevie Martin thanked Brian Oppen and Steve Uttech for saving their home during the spring runoff. Brian Oppen explained the culvert issues that would need to be addressed to minimize the risk of flooding in the future. The issue will be on our May agenda.

Invoices 14,696 through 14,732 were paid.

The meeting adjourned at 7:59 PM.

Respectfully submitted,

Amanda Herdt 

**Town of Pine River
Town Board Meeting Minutes
May 7, 2019**

Chairman Zeitz called the meeting to order at 7:00 PM. All town board members were present.

The Pledge of Allegiance was said.

Minutes from the last meeting held April 2, 2019 were read by Clerk Herdt. Supervisor Uttech made a motion to accept the minutes; Supervisor Breunig seconded the motion.

The Treasurer's Report was given by Clerk Herdt. Supervisor Uttech made a motion to accept the report; Supervisor Breunig seconded the motion.

The culvert issues and flooding on Center Road and Riverview Avenue were discussed. Brian Opper explained possible solutions involving adding new culverts, removing un-needed culverts, removing trees and digging deeper ditches, and working with residents to create landscapes that would re-route the water. The town would utilize its workforce and equipment. Residents' culverts needing replacement would be purchased by landowners. All attending residents affected were open to the suggestions.

The town road inspection was done on April 19th instead of April 12th due to weather. The 2019 projects are: 1) Grind and pulverize with sheeps foot approximately .8 mile of Alder Road. 2) Repave approximately .8 mile of Alder Road to a compacted 2.5". (Town will complete the final grade and water). 3) Chip seal approximately 1 mile of High Ridge Road (starting at Hwy. G) with 3/8" aggregate and hot oil. 4) Chip seal approximately 1 mile of Shady Lane south of P with 3/8" aggregate and hot oil. 5) Chip seal approximately .8 mile of Shady Lane north of P with 3/8" aggregate and hot oil.

Bids were opened for the 2019 road projects. Paving bids were: RC Pavers \$93,235.20 and American Asphalt \$89,845.24. Supervisor Breunig made a motion to accept the American Asphalt bid on the 8/10th of a mile on Alder Road for the combined price with pulverizing and laying the 2.5 inch compacted pavement for \$89,845.24; Chairman Zeitz seconded and Supervisor Uttech abstained. Chip seal bids were: Farner's \$57,624 and Scott \$60,194. Chairman Zeitz made a motion to accept the bid for Farner's of 57,624; seconded by Supervisor Breunig and made unanimous by Supervisor Uttech.

Gravel prices per yard are: Meverden \$7.00 (we load), Peterson \$8.50 (they load), County \$5.36/ton (approximately \$8.36/yard). Chairman Zeitz made a motion to buy 3 thousand yards from Meverden that we load and, if needed, to purchase some from the County as well; seconded by Supervisor Breunig and made unanimous by Supervisor Uttech.

When things dry out, work will resume on closing the gravel pit.

The annual Clean Sweep will be May 18, 2019 from 8:00 AM to noon at the Town Garage.

Liquor license applications will be published by clerk.

Open Book will be July 19, 2019 2 PM – 4 PM and Board of Review July 26, 2019 4 PM – 6 PM.

Doug Sann gave the Fire Department and First Responder reports. There was 1 fire related call and 4 responder runs since the last meeting.

The Town Comprehensive Plan update was given by Loretta Baughan. The draft has been sent to the Department of Administration for an unofficial preliminary review. Their recommendation was to include a current land use map and a future land use map. Projected Public Hearing will likely take place in August or September.

Opportunity for public comment was given.

Invoices 14,733 through 14,785 were paid.

The meeting adjourned at 8:31 PM.

Respectfully submitted,

A handwritten signature in cursive script that reads "Amanda Herdt". The signature is written in dark ink and is positioned above the printed name.

Amanda Herdt

**Town of Pine River
Town Board Meeting Minutes
June 4, 2019**

Supervisor Breunig called the meeting to order at 7:00 PM. All town board members were present with the exception of Chairman Zeitz.

The Pledge of Allegiance was said. A moment of silence was held in memory of Chairman William Zeitz, who passed away on May 23rd.

Minutes from the last meeting held May 7, 2019 were read by Clerk Herdt. Supervisor Uttech made a motion to accept the minutes; Supervisor Breunig seconded the motion.

The Treasurer's Report was given by Treasurer Oppen. Supervisor Breunig made a motion to accept the report; Supervisor Uttech seconded the motion.

To fill the vacant Chairman roll, Supervisor Uttech nominated current Supervisor David Breunig as chairman; Clerk Herdt seconded. David Breunig resigned as supervisor to accept the chairman role. Chairman Breunig made a motion to fill the vacant roll of supervisor by appointment at the July 2nd meeting; seconded by Supervisor Uttech.

The Plan Commission will hold a public hearing on August 6, 2019 for the purpose of updating the public about the Town's 2019 Comprehensive Plan.

Lincoln County invited the Town to include our Comprehensive Plan with theirs. Chairman Breunig made a motion to stay out of the County's Plan and that we do not submit our plan to theirs; Supervisor Uttech seconded.

The Clean Sweep on May 18th had a good turnout.

A special meeting was held May 18th to purchase a new brush mower with a 16' boom for \$24,750.

Brian gave the road report.

Liquor licenses were granted to: Bill's Bar, Henrich's Club, Chism Trail Ranch LLC, and Sunset Hollow Ranch. The motion was made by Supervisor Uttech; seconded by Chairman Breunig.

Chief Uttech gave the Fire Department and First Responder reports. There were 4 fire related calls and 8 responder runs since the last meeting. The Fire Department open house will be September 21.

Opportunity for public comment was given.

Invoices 14,786 through 14,833 were paid.

Chairman Breunig made a motion to adjourn; seconded at 7:28 PM by Supervisor Uttech.

Respectfully submitted,



Amanda Herdt

**Town of Pine River
Town Board Meeting Minutes
July 2, 2019**

Chairman Breunig called the meeting to order at 7:10 PM. All town board members were present.

The Pledge of Allegiance was said.

Minutes from the last meeting held June 4, 2019 were read by Clerk Herdt. Supervisor Uttech made a motion to accept the minutes; Chairman Breunig seconded the motion.

The Treasurer's Report was given by Treasurer Oppen. Chairman Breunig made a motion to accept the report; Supervisor Uttech seconded the motion.

Center Road water issues are unresolved. A resident who was willing to participate in the plans to control the water by allowing the town to direct water to his property changed his mind about the solution. The board has been unable to contact him.

Loretta Baughan recommended having a \$50.00 fee for temporary permits of 180 days or less. Chairman Breunig made a motion to have a \$50.00 conditional use fee; Supervisor Uttech seconded.

At the Zoning meeting held prior to the town meeting, Alan and Mary Waid at W2801 Center Road requested a conditional use permit to have a pet crematorium in a building on their property. Per the Zoning Committee recommendation, Chairman Breunig made a motion to grant the permit as long as they follow the town's signage ordinances; Supervisor Uttech seconded.

Also at the Zoning meeting, KT Merrill LLC/Doug Smith requested a permit to build an addition to the back of the KFC building, expand the drive-up window area, adjust parking and lighting (lighting square footage would remain equal to what is currently being used and would be shielded) and place a new LED sign on the southeast corner. Prior to the Zoning Committee granting approval of his conditional use, a fence would be required to be placed to shield the neighboring property. The zoning administrator, chairman, and supervisors would schedule an inspection of the fence prior to giving approval for the expansions and renovations to the property. Chairman Breunig made a motion to approve the request with the same recommendations/conditions that the Zoning Committee placed prior to granting the request; Supervisor Uttech seconded.

Brian Oppen reported that roadwork is in process. Some gravel was received. Weed and grass clipping will start after the week of the 4th. Pit reclamation will continue as weather permits and time allows.

Town Open Book is scheduled for Friday, July 19th from 2 to 4 PM; Board of Review will be Friday, July 26th from 4 to 6 PM.

To fill the vacant supervisor roll, Supervisor Uttech nominated Ray Zastrow. Clerk Herdt nominated Loretta Baughan. Chairman Breunig seconded Ray Zastrow's nomination to fill what is left of the term to April 2021's election; Clerk Herdt made it unanimous since her nomination was not seconded.

Chief Uttech gave the Fire Department and First Responder reports. There were no fire related calls, but 6 responder runs since the last meeting. The new fire truck is slated to arrive mid-August.

Opportunity for public comment was given. Rose Hagedorn expressed concern in the way that the supervisor was appointed without having heard the names of the other people who were interested in filling the position or being able to hear something about the potential nominees; Clerk Herdt agreed. Clerk Herdt read a thank you from the family of Bill Zeitz for the plants for Bill's funeral, and also

noted that there is tax delinquent land on Hwy W for sale. Treasurer Oppen stated that she had requests from residents who wanted meeting minutes posted on the website.

Invoices 14,834 through 14,854 were paid.

The meeting adjourned at 7:50 PM.

Respectfully submitted,

A handwritten signature in cursive script that reads "Amanda Herdt". The signature is written in dark ink and is positioned above the printed name.

Amanda Herdt

**Town of Pine River
Town Board Meeting Minutes
August 6, 2019**

Chairman Breunig called the meeting to order at 7:00 PM. All town board members were present.

The Pledge of Allegiance was said.

Minutes from the last meeting held July 2, 2019 were read by Clerk Herdt.

The Treasurer's Report was given by Treasurer Oppen. Supervisor Uttech made a motion to accept the minutes and treasurer's report; Supervisor Zastrow seconded the motion.

The Town Hall furnace is needing replacement. The two quotes that Brian Oppen had requested earlier this year were: Podeweltz Repair Service \$2,985.00 and Merrill Sheet Metal \$4,250.00. Both quotes included the furnace and installation. Chairman Breunig made a motion to accept Podeweltz's quote to install a new furnace at the Town Hall; Supervisor Uttech seconded the motion and Supervisor Zastrow made it unanimous.

The Zoning Committee held their public hearing finalizing the Comprehensive Plan prior to the Town Board Meeting. Chairman Breunig made a motion to accept the 2019 Comprehensive Plan; Supervisor Uttech seconded the motion and Supervisor Zastrow made it unanimous.

The Open Book was held July 19th. The Board of Review was July 26th with no filed complaints.

Roadwork is still being completed by the contractors; it will not be done until late August. The Town has culverts that are slated to go in.

Supervisor Uttech gave a report of the July 18th Wisconsin Town's Association meeting at Schley. There will be a transportation increase of 10% for 2020 equating to \$239.00 more per mile than this year. Price per mile went from \$2,389.00 to \$2,628.00 per mile.

USDA Wisconsin Rural Development has funds available for low income housing, etc.

Chief Uttech gave the Fire Department and First Responder reports. There were seven fire related calls, and 12 responder runs since the last meeting. The new fire truck will arrive August 14th.

Opportunity for public comment was given. Treasurer Oppen reported that the Lincoln County Humane Society will continue to collect dog licenses on behalf of towns. Zoning Administrator Loretta Baughan had copies of the letter that she submitted to Representative Mary Felzkowski regarding the County not cooperating with us in regard to passing our zoning ordinances. Felzkowski requested that a letter be sent to her with our Board's signatures stating that it is an unnecessary burden to us. She wants to get legislators to eliminate the step of needing the County's approval. Baughan will talk to Attorney Frokjer regarding drafting the letter.

Invoices 14,855 through 14,904 were paid.

Supervisor Uttech made a motion to adjourn; Supervisor Zastrow seconded the motion and Chairman Breunig made it unanimous. The meeting adjourned at 7:33 PM

Respectfully submitted,  Amanda Herdt

**Town of Pine River
Town Board Meeting Minutes
September 3, 2019**

Chairman Breunig called the meeting to order at 7:00 PM. All town board members were present.

The Pledge of Allegiance was said.

Minutes from the last meeting held August 6, 2019 were read by Clerk Herdt. Supervisor Uttech made a motion to accept the minutes; Supervisor Zastrow seconded and Chairman Breunig made it unanimous.

The Treasurer's Report was given by Treasurer Opper.

The representative requesting the Wisconsin Public Service emergency contract did not attend.

There were no brush mower bids.

Podeweltz installed the new Town Hall furnace.

Attorney Frokjer will draft a resolution for the Board to adopt the Comprehensive Plan, as well as one for the Planning Committee. He will also write a letter to Mary Felzkowski expressing the concern for the process of towns needing County approval for their zoning ordinances.

Reimbursement for Loretta Baughan's mileages and hours were discussed. After the Zoning Ordinance update is complete, the Board will look into adjusting Permit fees to increase the amount of commission for the time spent on the Zoning Administrator duties. A motion was made by Supervisor Uttech, seconded by Supervisor Zastrow and made unanimous by Chairman Breunig to reimburse Loretta \$15.00 per hour for time spent on the Comprehensive Plan and the Zoning Ordinance updates as well as mileage at the IRS Federal rate; to be submitted monthly.

The Town currently charges \$13/yard for road gravel and \$15/yard for granite deliveries. Chairman Breunig made a motion to increase the amounts by \$1; Supervisor Uttech seconded and Supervisor Zastrow made it unanimous.

Roadwork is still being completed by the contractors. The Town did culverts and ditching.

Chris Simon asked if mandatory garbage pickup could be looked into again for the township; discussion followed. The Board decided to leave it as it is, due to the 2014 survey responses showing the majority of residents wanting to keep that decision for themselves.

Chief Uttech gave the Fire Department and First Responder reports. There was 1 fire related call and 8 responder runs since the last meeting. The new fire truck has arrived.

Opportunity for public comment was given; there was none.

Invoices 14,905 through 14,945 were paid.

Supervisor Zastrow made a motion to adjourn; Supervisor Uttech seconded the motion. The meeting adjourned at 8:06 PM.

Respectfully submitted,  Amanda Herdt