Town of Milton

Meeting Minutes

2021

MINUTES OF THE TOWN OF MILTON
TOWN BOARD MEETING
January 13, 2021

Chairperson Ben Adank called the meeting to order at the Milton Town Hall, S2794 State Road 88, Fountain City, WI 54629 on January 13, 2021 at 6:00 p.m. with Supervisor Jeff Jandl, Supervisor Pam Jensen, Clerk Kalene Engel and Treasurer Jane Baures present. Also present were eight community members.

Informal Public Comment: None.

Bills: Bills were presented. Supervisor Jandl made a motion to approve payment of all bills submitted. Supervisor Jensen seconded the motion. No additional discussion. Motion passed 3-0.

Approval of Minutes: Clerk Engel distributed the draft minutes from the December 9, 2020 Town Board Meeting prior to the meeting. Supervisor Jandl made a motion to approve the minutes as presented; Supervisor Jensen seconded the motion. No discussion. Motion passed 3-0.

Buffalo County Land Division Ordinance: Buffalo County is proposing a land division ordinance to govern future land division, surveying and recording requirements. The proposed ordinance requires a certified survey map when land is being divided, but only applies to areas where remonumentation has been completed. Remonumentation in the Town of Milton is only partially complete, but is set to be completed in 2023. No action needs to be taken on the ordinance by the Town Board at this point. However, Buffalo County is seeking comments on the ordinance by February 26th and will hold a public hearing on it on March 5th.

Insurance Endorsement for Use of Town Hall: As a result of a request by Bridges Healthcare to use the town hall, the town's insurance agent, Steve Berger, recommended that the town purchase an insurance endorsement for additional coverage. The per year cost of the endorsement is approximately $200. Discussion was held on how the current and proposed use of the town hall provided a public benefit, justifying the cost. Future conversations regarding requesting reimbursement for costs associated with the usage of the town hall could be held. Supervisor Jandl moved to purchase the additional endorsement as recommended by the insurance agent. Supervisor Jensen seconded the motion. Motion passed 3-0.

Use of Town Hall by Bridges Healthcare: Bridges Healthcare, which is a free preventative healthcare service provided by Winona State students and staff, has requested to use the town hall once a week from January to the end of May. Bridges formerly provided services at the C-FC school facility, but cannot do so this year due to COVID. They propose to serve C-FC students at the town hall instead. Supervisor Jensen moved to allow Bridges to use the town hall as requested. Supervisor Jensen seconded the motion. Motion passed 3-0.

Routes to Recovery Grant: Clerk Engel reported that the Town received additional Routes to Recovery Funds (above and beyond the initial allocation) of approximately $1,000, which was

used for the new election machine. Supervisor Jensen thanked Clerk Engel for her efforts in pursuing the funding.

Operator's License Applications: Supervisor Jandl moved to approve the operator's license applications for Susan Ranieri and Teresa Jirovec. Supervisor Jensen seconded the motion. Motion passed 3-0. Supervisor Jensen moved to approve the operator's license applications of Megan Dawson and Emily Jandl. Chairperson Adank seconded the motion. Motion passed 2-0 with Supervisor Jandl abstaining.

Recycling/Garbage: The next meeting of BBCM Board is January 20, 2021.

Roads/Bridges:

- **Roadwork**: No update.
- **Update on encroachments on Indian Creek Rd:** The right-of-way litigation is proceeding slowly through the court system. The next step is a settlement conference. The Buffalo County Sheriff's Department plans to allow the litigation to settle before acting on the right-of-way. There is still a trailer parked very close to the roadway, within 6.5' of the road. The town attorney has sent a letter to Mr. Duellman, requesting removal of the trailer and advising him of his assumption of liability for any damages caused due by the trailer. Chairperson Adank will reach out to the Sheriff's Department again regarding the trailer.
- **Other roadwork:** None.

Announcements/Discussion Items: A Wisconsin Towns Association Unit Meeting will be held on January 18th. Topics that will be discussed include the Land Division Ordinance and use of county roads for ATV/UTV recreational use. The Fountain City Fire Association will hold its annual meeting on January 27th.

Adjournment: Supervisor Jensen moved to adjourn the meeting. Supervisor Jandl seconded the motion. No discussion. Motion passed 3-0. Meeting adjourned at 6:18 p.m.

Minutes by Kalene Engel, Town Clerk

MINUTES OF THE TOWN OF MILTON
TOWN BOARD MEETING
February 10, 2021

Chairperson Ben Adank called the meeting to order at the Milton Town Hall, S2794 State Road 88, Fountain City, WI 54629 on February 10, 2021 at 6:00 p.m. with Supervisor Jeff Jandl, Supervisor Pam Jensen, Clerk Kalene Engel and Treasurer Jane Baures present. Also present were four community members.

Informal Public Comment: In response to a public comment raised at a previous meeting regarding the status of remonumentation, Chairperson Adank reported that no portion of the township is 100% completed.

Bills: Bills were presented. Supervisor Jandl made a motion to approve payment of all bills submitted. Supervisor Jensen seconded the motion. No additional discussion. Motion passed 3-0.

Approval of Minutes: Clerk Engel distributed the draft minutes from the January 13, 2021 Town Board Meeting prior to the meeting. Supervisor Jensen made a motion to approve the minutes as presented; Supervisor Jandl seconded the motion. No discussion. Motion passed 3-0.

Fountain City Fire Association Update: The Association met two weeks ago and reviewed final figures for the new fire station. The budgeted amount for the fire station was $800,000; the total cost was $928,712.77. Some of the overage was due to items that were missed in the original estimate (such as an architect fee and furniture), but most of the overage was due to excavating and dirt work, some of it due to unexpected issues with a spring and culvert. The $102,000 in donations helped to reduce the overage, but the township will still need to adjust its budget to cover the extra $6,500 that was not budgeted in 2021.

Board of Review Training: Supervisor Jandl and Chairperson Adank agreed to attend Board of Review Training through the Wisconsin Municipal Clerk's Association. Clerk Engel will take care of the registrations.

Recycling/Garbage: The BBC&M Board met in January and continued its discussion with Jared Cyrus about having Waste Transport take over the operation of the site. Members of the committee still wanted to retain membership in the Buffalo County Recycling Program, but were interested in hiring Waste Transport to manage the site. Mr. Cyrus will review the budget numbers and submit a proposal in time for the board's April meeting.

Roads/Bridges:

- **Roadwork**: Paul Duellman fixed a yield sign near Kamrowski Road..
- **Update on encroachments on Indian Creek Rd:** Mr. Duellman moved his trailer back to 6.5' from the edge of the road, as requested by the Sheriff's Department. Clerk Engel and Supervisor Jensen reviewed all of the deeds in the town records and located one from 1953 that appears to be the deed for Indian Creek Road adjacent to Mr. Duellman's land. The deed grants a 3-rod road. Additional research regarding a Highway 35 relocation

must be completed to determine whether there was any change in the location of Highway 35 between 1953 and 1964.

- **Other roadwork:** Board members will discuss dates for the road survey at the March meeting.

Announcements/Discussion Items:

- There is an election on February 16, 2021.
- Buffalo County is working on drafting regulations for county ATV trails. They will be closing any trails from December 1st to April 1st. Townships who want to establish ATV trails can adopt their own timeframes. The county's regulations will be ready by April 1st.
- According to Mike Owecke, the state is dealing with Robert Fort regarding the condition of his property adjacent to Highway 35.

Adjournment: Supervisor Jensen moved to adjourn the meeting. Supervisor Jandl seconded the motion. No discussion. Motion passed 3-0. Meeting adjourned at 6:24 p.m.

Minutes by Kalene Engel, Town Clerk

MINUTES OF THE TOWN OF MILTON
TOWN BOARD MEETING
March 10, 2021

Chairperson Ben Adank called the meeting to order at the Milton Town Hall, S2794 State Road 88, Fountain City, WI 54629 on March 10, 2021 at 6:00 p.m. with Supervisor Jeff Jandl, Supervisor Pam Jensen, Clerk Kalene Engel and Treasurer Jane Baures present. Also present were two community members.

Informal Public Comment: None.

Bills: Bills were presented. Supervisor Jandl made a motion to approve payment of all bills submitted. Supervisor Jensen seconded the motion. No additional discussion. Motion passed 3-0.

Approval of Minutes: Clerk Engel distributed the draft minutes from the February 10, 2021 Town Board Meeting prior to the meeting. Supervisor Jandl made a motion to approve the minutes as presented; Supervisor Jensen seconded the motion. No discussion. Motion passed 3-0.

Board of Review Training: The Board of Review Training is not yet available, but Clerk Engel will register Supervisor Jandl and Chairperson Adank for it when it becomes available.

Recycling/Garbage: Buffalo County Recycling raised the per capita fee from $2 to $3. Last year it was raised from $1 to $2. Chairperson Adank anticipates that it will continue to be raised at least $1 per year, as the amount it would take to sustain the program is approximately $7 per capita. This is due to the higher than anticipated costs of the single stream recycling. Concerns over this increase has prompted some municipalities, including some of them involved in BBCM, to look at alternatives.

Roads/Bridges:

- **Spring Road Bans**: Paul Duellman put the road ban signs up on Monday.
- **Update on roadwork:** None.
- **Update on encroachments on Indian Creek Road**: A pre-trial conference was held today. Discovery and depositions may be scheduled. Additional research did not reveal any change in the location of Highway 35 between 1953 and 1964.
- **Other roadwork:** Board members will meet at the Town Hall on April 14, 2021 at 4pm for the Annual Road Survey.

Announcements/Discussion Items: Supervisor Jandl asked that the issue of ATV Trails be placed on the Annual and Town Board Meeting agendas.

Adjournment: Supervisor Jensen moved to adjourn the meeting. Supervisor Jandl seconded the motion. No discussion. Motion passed 3-0. Meeting adjourned at 6:10 p.m.

Minutes by Kalene Engel, Town Clerk

MINUTES OF THE TOWN OF MILTON
ANNUAL ROAD SURVEY MEETING
April 14, 2021

Chairperson Ben Adank called the meeting to order at the Milton Town Hall at 4:00 p.m. with Supervisor Pam Jensen present. Also present was Paul Duellman. Supervisor Jeff Jandl was absent.

Informal Public Comments: None

Discussion and Planning:

Budget: Chairperson Adank reviewed the Public Works budget of $136,705 and discussed how this number was established. The town is planning to spend $38,223 for snowplowing based on historical averages, summer maintenance of $55,427, and major road projects of $42,500. He also noted this year there is a new budget line item of $22,500 for future road projects.

Estimated Road Costs: Last year Commissioner Platteter reported that costs for reconstruction and preventative maintenance have remained relatively unchanged the last couple of years with reconstruction estimates at $170,000 per mile and chip seal at $16,000 per mile. Paul Duellman noted that Dunn Blacktop recently provided an estimate of $175,000 per mile for reconstruction. The town board agreed to use $16,000 for chip seal and $175,000 per mile as planning assumptions for this year.

TRIP Funding: Chairperson Adank noted that the town should be eligible for TRIP funding this year. The funds are designed to cover a portion of major road projects such as double-chip seal, reconstruction, bridge repairs, and other significant projects. Routine maintenance such as crack fill and chip seal are not covered. The board has up to six years to use the funds awarded this year towards a qualifying project, but the project has to be submitted this year and not change.

The board reviewed the multi-year road improvement plan and agreed that Canada Ridge Rd is still a priority TRIP project. Canada Ridge Rd is nearly 4 miles in length and the board discussed which phase should be done for TRIP project. The section from the town line towards Hensel Dugway towards Patzner Rd was identified as the priority. The board discussed submitting a 1 mile TRIP project with an estimated cost of $175,000 this fall.

To fund this $175,000 estimated project, the board discussed allocating most of the major road project budget for the next three years plus the new budget line item of $22,500 towards this project as follows:

- 2021 – Save $60,000 ($37,500 from major road budget plus $22,500 in current budget)
- 2022 – Save $50,000 ($27,500 from major road budget plus $22,500 in current budget)
- 2023 – Save $45,000 ($22,500 from major road budget plus $22,500 in current budget)

- 2023 – Complete project with savings and estimated $25,000 in TRIP funding

The town would prefer to do the project in one third sections. If funds are available in 2023, the town will plan to do about 1.25 miles of Canada Ridge Rd, but will commit to funding 1 mile for the TRIP project in 2023.

Bridge Maintenance Plan: Chairperson Adank reviewed the 2020 Bridge Inspections of Local Road Bridges Report provided by MSA. The recommendations include:

1. Herzberg Rd over BR Waumandee Creek
    a. Channel - Clean Box Culvert; Clean aprons, remove debris and small trees at inlet and outlet
    b. Cut Brush; inlet and outlet
2. Waumandee Creek Rd over Waumandee Creek
    a. Channel - Remove Debris; NW Corner of bridge. Remove sediment build up along E Abut.
    b. Deck - Clean and Sweep Deck/Drains;
3. Waumandee Creek Rd over Eagle Creek
    a. Deck - Clean and Sweep Deck/Drains; Along Both Edges
4. Kamrowski Rd over Mississippi River Trib
    a. Surface Repair Spalls; Patch spalls in AC over bridge
    b. Deck - Seal Surface Cracks; Seal Cracks in AC over bridge
    c. Substructure - Other Work; Tighten bolt at SW corner of new steel cap

The board agreed with the recommendations and will do this as part of the summer maintenance projects.

Other Preventative Maintenance: The board discussed additional preventative maintenance. Items discussed were adding blacktop to Hertzberg Rd, shaping and patching Canada Ridge Rd, and repairs on Henry Ln.

Town Hall Parking Lot: Paul Duellman had spoken with Dunn Blacktop and received a preliminary estimate of $23,365.45 to blacktop the parking lot project if it is done in May. Otherwise, the estimate would increase to over $25,118.37 because of extra hauling costs after May. Chairperson Adank will add this to the April town board agenda.

Road Inspection: The board did not do a road inspection.

Adjournment: Supervisor Jensen moved to adjourn. Chairperson Adank seconded the motion. No Discussion. Motion passed 2-0. Meeting adjourned at 5:02 p.m.

Minutes by Ben Adank, Town Chairperson

TOWN OF MILTON
ANNUAL MEETING MINUTES
April 20, 2021

Chairperson Adank called the meeting to order at the Milton Town Hall, S2794 State Rd 88, Fountain City, WI 54629 at 6:00 p.m. with eight residents of the Town of Milton present. One additional resident arrived during the discussion of the Town Hall agenda item.

Introduction: Chairperson Adank reviewed the format of the annual meeting.

Elector's Input on Agenda Items: None.

Approval of Minutes: Clerk Engel read the minutes of the May 27, 2020 Annual Town Meeting. Eugene Bagniewski, Jr. moved to approve the minutes as read; Jeff Jandl seconded the motion. No discussion. By a show of hands, the motion carried unanimously (8-0).

Annual Report: The 2020 Annual Report was distributed prior to the meeting and also posted on the town website. Chairperson Adank discussed the format and content of the report. He explained that the Board had designated money held in the savings account for different projects and those designations were shown on the account overview, but that they were not actually separate bank accounts. The overall holdings decreased from $489,736.93 on December 31, 2019 to $387,333.77 on December 31, 2020 primarily due to the payments on the fire truck and fire station. Jane Baures made a motion to approve the Annual Report and Eugene Bagniewski, Jr. seconded the motion. No discussion. Motion passed unanimously (8-0).

2020 Year in Review:

- **Town Hall:** The town hall was completed in November of 2019, so 2020 was the first full year that it was in use. During that time, the Board allowed it to be used for events that benefitted the public, including COVID testing and a COVID vaccine clinic, as well as for the Winona State University affiliated Bridges Health Care. Chairperson Adank has received positive feedback and compliments from the public. It has really become a community asset. Remaining work to be done at the town hall includes paving the parking lot and possibly adding a sidewalk to the back door and some rock edging.

- **Plan Commission/Comprehensive Plan:** The seven-member Plan Commission chaired by Kalene Engel completed the Comprehensive Plan last fall and it was formally adopted in November of 2020. The City of Fountain City is now using the completed plan as a model as it completes its plan.

- **Emergency Management**: There was nothing new to report regarding emergency management.

- **Remonumentation Project**: The remonumentation project which was originally supposed to occur in 2014 was restarted last year by the Buffalo County Board. The Town Board passed a resolution in 2020 to complete the remonumentation project, which included a payment to the County for a portion of the cost (consistent with what other

municipalities had paid for the project previously) of $60,000. Under the resolution, the Town would receive a credit for $10,000 previously paid to the County for the work. The County is working on creating a written agreement which would incorporate the payment schedule and a commitment to completing the remonumentation work in the Town of Milton by 2023.

- **COVID-19 Affects:** The Town of Milton received $620.20 for the Wisconsin Election Commission CARES Grant which was used on election expenses. Most of the $10,034.83 the township received for the Routes to Recovery Grant was used to supply takeout containers to the school for use in the school meal programs; the remainder was spent on cleaning and election equipment and supplies. The Town Board approved a remote meeting operation due to COVID, but, for the most part was able to meet in person.

- **Zoning**: The fire sign installation project was completed in the Spring of 2020.

- **Road Report:**

    - **Indian Creek Road Right-of-Way Issue:** The township became involved the right-of-way dispute regarding Indian Creek, but only to establish the legal right of way. Following an extensive record search, a deed to the area in question was located which provided that the road was 3 rods in width. The case is currently working its way through the courts.

    - **Discussion of major road projects in 2020:** The major road projects completed in 2020 include a culvert on Lower Eagle Valley Road, double chip seal on Schlawin Road, widening of Kennebeck Road, crackfilling in Henry Lane subdivision and maintenance for bridges 20' and under in length.

    - **Discussion of major road projects in 2021:** The Town Board met on April 14, 2021 for its Annual Road Survey. Average annual costs for roadwork includes approximately $38-40,000 for snowplowing, summer maintenance work of $55,000 and $42,500 for major road projects. The 2021 approved budget also contains a line item of $22,500 for future road projects. The township is in line to receive TRIP funding in 2021 and, based upon the multi-year road improvement plan, Canada Ridge Road is the priority TRIP project. Therefore, the Town Board created a plan to set aside the money needed to fund a mile of Canada Ridge Road using the money normally allocated for major road projects plus the additional future road project budget over a three-year period in order to accumulate the funds needed to fund the project, which would be completed in 2023.

    - **Other**: Eugene Bagniewski, Jr. complimented the Town Board on the great job it had done in maintaining the residential streets and asked whether weight restrictions could be placed on the roads to limit unnecessary heavy traffic on those roadways which could lead to advanced deterioration and the need for increased maintenance. Chairperson Adank stated that he would look into the matter.

- **Election Update:** There were four elections in 2020, three of which occurred during COVID, which presented additional challenges for election officials and resulted in a huge increase in absentee ballots. The air filtration system provided by Bays End/Jeff Jandl was helpful in alleviating some of the safety issues that working in a confined space in the midst of COVID presented. The election officials did a great job maintaining safety protocols and managing the elections. One issue that arose was the inability to route people out of a different door that they entered because we did not have a safe way to access the rear door, such as a sidewalk.

- **Recycling/Garbage:** Last year was the first full year of the Town of Milton's involvement in the BBC&M (Buffalo City, Belvidere, Cochrane & Milton) Waste and Recycling Center. The per capita investment has actually decreased and may be eliminated if Waste Transport decides to subcontract with BBC&M to take over the site. This issue will be discussed at a meeting on April 21, 2021.

- **Town Assessor/Attorney:** The current town assessor is Eric Kleven and the current town attorney is Robert Loberg. Pam Jensen made a motion to recommend that the town retain the services of Kleven and Loberg for another year. Jane Baures seconded the motion. No discussion. Motion passed 9-0.

- **Board of Review Recap (2020):** The 2020 Board of Review was slow, with no objections filed.

- **Fire Association/Fire Truck:** The building is complete and the final cost was $928,712.77, which is $128,000 over budget. The biggest cause of the overage was the excavation work, primarily due to problems with a spring that required the parking lot to be moved and other remediation efforts. The project received just over $100,000 in donations and recently received half of a $30,000 donation from Pilgrim's that had been previously pledged but not received. It is anticipated that the second half of the donation will be received in 2022. The used firetruck purchased by the association cost $130,000, so the net cost to the township will still come in under the $250,000 that had been allocated a couple of years ago.

- **ATV Trails:** Buffalo County passed an ordinance to allow county roads to be used as ATV Trails. For the Town of Milton, this ordinance only affects County Road G. Some local residents have expressed an interest in having town roads used as ATV trails and this will be discussed at the regular town board meeting.

- **License Fees**: Treasurer Baures reviewed the current dog license fees, as follows: $5 (neutered); $10 (not neutered) and $10 late fee. Clerk Engel reviewed the current alcohol license fees, as follows: $500 liquor license; $100 beer license; $10 operator's license; $7 background check fee and $5 provisional operator's license fee. No action on license fees was recommended or made.

- **Election Workers:** Clerk Engel reviewed the current compensation of election workers. They are paid $10/hour plus $5 for mileage with the Chief Inspector receiving an

additional $10 per shift worked. She stated that, although no election official had suggested that the hourly rate be increased, it has been some time since the amount had been raised and she felt it should be increased. Rich Bagniewski moved to increase the hourly rate to $12 per hour. Pam Jensen seconded the motion. Motion passed 9-0.

- **Discussion of Town Board Roles/Responsibilities:** Following the 2020 Annual Meeting, the check writing responsibilities shifted to the clerk and has been going well.

- **Compensation of Town Board:** Chairperson Adank reviewed the compensation for Town officers, as of April 2021:
    - Chairperson: $6,500 – effective April 2021 – increased by $1,000 in 2020
    - Supervisor: $2,000 – effective April 2015-increased by $350 in 2015
    - Treasurer $4,500 – effective April 2021-decreased by $500 in 2020
    - Clerk: $12,000 – effective April 2021 – increased by $2,000 in 2020

  No action was taken or recommended.

Adjournment: A motion to adjourn was made by Eugene Bagniewski, Jr. and seconded by Rich Bagniewski. Motion passed unanimously (9-0).

Meeting adjourned 6:56 p.m.

Submitted by Kalene Engel, Town Clerk

MINUTES OF THE TOWN OF MILTON
TOWN BOARD MEETING
April 20, 2021

Chairperson Ben Adank called the meeting to order at the Milton Town Hall, S2794 State Road 88, Fountain City, WI 54629 on April 20, 2021 at 7:00 p.m. with Supervisor Jeff Jandl, Supervisor Pam Jensen, Clerk Kalene Engel and Treasurer Jane Baures present. Also present were four community members.

Informal Public Comment: Jeff Jandl has received questions from residents about whether the school referendum will be paid off sooner since the school due to a perceived reduction of expenses as a result of COVID-19. Chairperson Adank suggested that he or the residents contact the school. He also asked what could be done about vehicles/campers with expired tags that were located in people's yards. Apparently other municipalities have ordinances prohibiting more than a certain number of such vehicles. Chairperson Adank will contact the town attorney to see what, if anything, can be done to address this issue.

Bills: Bills were presented. Supervisor Jandl made a motion to approve payment of all bills submitted. Supervisor Jensen seconded the motion. No additional discussion. Motion passed 3-0.

Approval of Minutes: Clerk Engel distributed the draft minutes from the March 20, 2021 Town Board Meeting and April 14, 2021 Road Survey Meeting prior to the meeting. Supervisor Jandl made a motion to approve the minutes as presented; Supervisor Jensen seconded the motion. No discussion. Motion passed 3-0.

Delinquent Taxes – Collection Processes: Treasurer Baures explained the delinquent tax collection process. Buffalo County is responsible for the collection of any delinquent real estate taxes; the township is responsible for the collection of personal property taxes and may charge a 1% per month interest chart. For this year, she has sent out collection notices to the two people who did not pay their personal property taxes. One has since paid the taxes; the other has not. Supervisor Jandl offered to reach out to the taxpayer. Chairperson Adank will check with Attorney Loberg as to what other conditions could be tied to the payment of personal property taxes.

New COVID Funding – American Rescue Plan: The Town of Milton is set to receive $51,798 from the American Rescue Plan Act. Monies can be spent in the following ways:

- To respond to the coronavirus pandemic or its negative economic impacts, including assistance to hospitals, small businesses, and nonprofits, or aid to impacted industries such as tourism, travel, and hospitality.
- To replace revenues lost caused by the coronavirus pandemic relative to revenues collected in the most recent fiscal year prior to the emergency, for the purposes of providing government services.
- To make investments in water, sewer, or broadband infrastructure.
- To provide premium pay of up to $13 per hour per worker, in addition to a worker's usual wage employed by the local government who perform essential work during the

pandemic, or to provide grants to eligible employers that have eligible workers who perform essential work.
- To transfer funds to private nonprofit organizations, tribal organizations, public benefit corporations involved in the transportation of passengers or cargo, or special-purpose units of state or local governments.

More guidance is expected to be issued in the future regarding the use of the funds. Discussion was held on possible uses of the funds. Ideas mentioned included the following:

- **Broadband**: yearly broadband payment; expansion of broadband to new residences or residences who do not already have broadband
- **Town Hall**: increasing access to the town hall by adding a sidewalk for rear door access and paving of the lot to eliminate barriers to access created by existence of graveled lot. During the past year, the town hall has been the site of multiple public service and health events (COVID testing, COVID vaccinations, free health care clinics staffed by university students (Bridges) and a community hotspot location, as well as the traditional town hall uses (meetings, elections). Bridges Health was displaced from its former location due to COVID concerns and has expressed an interest in continuing to use the town hall for its weekly health clinic and additional COVID vaccination clinics are expected to take place at the town hall in the future. The Town Board is also committed to offering the use of the town hall for public benefit/public service activities, for which easier access to the building will be beneficial.

Clerk Engel will continue to track any guidance issued by the federal government on allowable uses. Anyone with ideas regarding additional uses for the funds was encouraged to contact Clerk Engel.

Appointment of Assessor and Attorney: Supervisor Jandl moved to retain Eric Kleven as town assessor and Robert Loberg as town attorney. Supervisor Jensen seconded the motion. No discussion. Motion passed 3-0.

Election Worker Pay: Supervisor Jandl moved to increase the hourly election worker pay to $12. Supervisor Jensen seconded the motion. No discussion. Motion passed 3-0.

Board of Review & Open Book: Open Book will be held on April 29th from 4-6pm. The Board of Review will be held on May 6th from 4-6pm. Clerk Engel received the training materials and completed the training. Chairperson Adank and Supervisor Jandl will also complete the training prior to the Board of Review.

Recycling/Garbage: The BBC&M Committee will be meeting on April 21, 2021. One of the major topics which will be discussed is whether Waste Transport will be taking over the site as a subcontractor.

Remonumentation Project Update: Buffalo County will be preparing a written agreement to memorialize the agreement between the County and Town of Milton, so that work in the township can begin in 2022 and be completed by 2023.

Paving Town Hall Parking Lot: Paul Duellman received a bid from Monarch Paving for the parking lot. Because they have a temporary station set up in Nelson through May, the cost to pave the lot before mid-May would be $23,365.45. After that, the cost would go up to $25,118.37. The cost quoted is the cost to pave the entire lot, but not the driveway. Paving of the lot would, as noted earlier, improve accessibility and alleviate some of the safety issues for people with limited mobility/in wheelchairs. A suggestion was made that Monarch could possibly lay blacktop on the side of the building as a substitute for a sidewalk to allow access to the back door. Supervisor Jandl moved to go forward with the project to pave the lot at the quoted bid of $23,365.45 from Monarch Paving. Supervisor Jensen seconded the motion. No additional discussion. Motion passed 3-0.

Roads/Bridges:

- **ATV Trails**: Now that Buffalo County has passed an ordinance for the use of county roads by ATVs, Chairperson Adank wants to solicit feedback from town residents regarding the use of town roads by ATVs. Discussion was held on the logistics of signage, township liability, restrictions on dates/times and overall pros and cons. Chairperson Adank will reach out to Attorney Loberg to gather more information about the legal aspects of a township ATV ordinance. Clerk Engel will contact Steve Berger regarding the insurance aspects of allowing the use of town roads by ATVs. This issue will be placed on the agenda in future meetings for further discussion.

- **Update on roadwork including 2021 roadwork:** The Town Board met on April 14, 2021 for its Annual Road Survey. Average annual costs for roadwork includes approximately $38-40,000 for snowplowing, summer maintenance work of $55,000 and $42,500 for major road projects. The 2021 approved budget also contains a line item of $22,500 for future road projects. The township is in line to receive TRIP funding in 2021 and, based upon the multi-year road improvement plan, Canada Ridge Road is the priority TRIP project. Therefore, the Town Board created a plan to set aside the money needed to fund a mile of Canada Ridge Road using the money normally allocated for major road projects plus the additional future road project budget over a three-year period in order to accumulate the funds needed to fund the project, which would be completed in 2023.

- **Update on encroachments on Indian Creek Road**: A timeline of events going out to October 20th has been ordered by the judge in the lawsuit. If the matter is not resolved by then, additional dates will be scheduled.

Announcements/Discussion Items: None.

Adjournment: Supervisor Jensen moved to adjourn the meeting. Supervisor Jandl seconded the motion. No discussion. Motion passed 3-0. Meeting adjourned at 7:45 p.m.

Minutes by Kalene Engel, Town Clerk

TOWN OF MILTON
ANNUAL MEETING MINUTES
April 20, 2021

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Introduction: Chairperson Adank reviewed the format of the annual meeting.

Elector's Input on Agenda Items: None.

Approval of Minutes: Clerk Engel read the minutes of the May 27, 2020 Annual Town Meeting. Eugene Bagniewski, Jr. moved to approve the minutes as read; Jeff Jandl seconded the motion. No discussion. By a show of hands, the motion carried unanimously (8-0).

Annual Report: The 2020 Annual Report was distributed prior to the meeting and also posted on the town website. Chairperson Adank discussed the format and content of the report. He explained that the Board had designated money held in the savings account for different projects and those designations were shown on the account overview, but that they were not actually separate bank accounts. The overall holdings decreased from $489,736.93 on December 31, 2019 to $387,333.77 on December 31, 2020 primarily due to the payments on the fire truck and fire station. Jane Baures made a motion to approve the Annual Report and Eugene Bagniewski, Jr. seconded the motion. No discussion. Motion passed unanimously (8-0).

2020 Year in Review:

- **Town Hall:** The town hall was completed in November of 2019, so 2020 was the first full year that it was in use. During that time, the Board allowed it to be used for events that benefitted the public, including COVID testing and a COVID vaccine clinic, as well as for the Winona State University affiliated Bridges Health Care. Chairperson Adank has received positive feedback and compliments from the public. It has really become a community asset. Remaining work to be done at the town hall includes paving the parking lot and possibly adding a sidewalk to the back door and some rock edging.

- **Plan Commission/Comprehensive Plan:** The seven-member Plan Commission chaired by Kalene Engle completed the Comprehensive Plan last fall and it was formally adopted in November of 2020. The City of Fountain City is now using the completed plan as a model as it completes its plan.

- **Emergency Management**: There was nothing new to report regarding emergency management.

- **Remonumentation Project**: The remonumentation project which was originally supposed to occur in 2014 was restarted last year by the Buffalo County Board. The Town Board passed a resolution in 2020 to complete the remonumentation project, which included a payment to the County for a portion of the cost (consistent with what other

municipalities had paid for the project previously) of $60,000. Under the resolution, the Town would receive a credit for $10,000 previously paid to the County for the work. The County is working on creating a written agreement which would incorporate the payment schedule and a commitment to completing the remonumentation work in the Town of Milton by 2023.

- **COVID-19 Affects:** The Town of Milton received $620.20 for the Wisconsin Election Commission CARES Grant which was used on election expenses. Most of the $10,034.83 the township received for the Routes to Recovery Grant was used to supply takeout containers to the school for use in the school meal programs; the remainder was spent on cleaning and election equipment and supplies. The Town Board approved a remove meeting operation due to COVID, but, for the most part was able to meet in person.

- **Zoming**: The fire sign installation project was completed in the Spring of 2020.

- **Road Report:**

    - **Indian Creek Road Right-of-Way Issue:** The township became involved the right-of-way dispute regarding Indian Creek, but only to establish the legal right of way. Following an extensive record search, a deed to the area in question was located which provided that the road was 3 rods in width. The case currently working its way through the courts.

    - **Discussion of major road projects in 2020:** The major road projects completed in 2020 include a culvert on Lower Eagle Valley Road, double chip seal on Schlawin Road, widening of Kennebeck Road, crackfilling in Henry Lane subdivision and maintenance for bridges 20' and under in length.

    - **Discussion of major road projects in 2021:** The Town Board met on April 14, 2021 for its Annual Road Survey. Average annual costs for roadwork includes approximately $38-40,000 for snowplowing, summer maintenance work of $55,000 and $42,500 for major road projects. The 2021 approved budget also contains a line item of $22,500 for future road projects. The township is in line to receive TRIP funding in 2021 and, based upon the multi-year road improvement plan, Canada Ridge Road is the priority TRIP project. Therefore, the Town Board created a plan to set aside the money needed to fund a mile of Canada Ridge Road using the money normally allocated for major road projects plus the additional future road project budget over a three-year period in order to accumulate the funds needed to fund the project, which would be completed in 2023.

    - **Other**: Eugene Bagniewski, Jr. complimented the Town Board on the great job it had done in maintaining the residential streets and asked whether weight restrictions could be placed on the roads to limit unnecessary heavy traffic on those roadways which could lead to advanced deterioration and the need for increased maintenance. Chairperson Adank stated that he would look into the matter.

- **Election Update:** There were four elections in 2020, three of which occurred during COVID, which presented additional challenges for election officials and resulted in a huge increase in absentee ballots. The air filtration system provided by Bays End/Jeff Jandl was helpful in alleviating some of the safety issues that working in a confined space in the midst of COVID presented. The election officials did a great job maintaining safety protocols and managing the elections. One issue that arose was the inability to route people out of a different door that they entered because we did not have a safe way to access the rear door, such as a sidewalk.

- **Recycling/Garbage:** Last year was the first full year of the Town of Milton's involvement in the BBC&M (Buffalo City, Belvidere, Cochrane & Milton) Waste and Recycling Center. The per capita investment has actually decreased and may be eliminated if Waste Transport decides to subcontract with BBC&M to take over the site. This issue will be discussed at a meeting on April 21, 2021.

- **Town Assessor/Attorney:** The current town assessor is Eric Kleven and the current town attorney is Robert Loberg. Pam Jensen made a motion to recommend that the town retain the services of Kleven and Loberg for another year. Jane Baures seconded the motion. No discussion. Motion passed 9-0.

- **Board of Review Recap (2020):** The 2020 Board of Reviews were slow, with no objections filed.

- **Fire Association/Fire Truck:** The building is complete and the final cost was $928,712.77, which is $128,000 over budget. The biggest cause of the overage was the excavation work, primarily due to problems with a spring that required the parking lot to be moved and other remediation efforts. The project received just over $100,000 in donations and recently received half of a $30,000 donation from Pilgrim's that had been previously pledged but not received. It is anticipated that the second half of the donation will be received in 2022. The used firetruck purchased by the association cost $130,000, so the net cost to the township will still come in under the $250,000 that had been allocated a couple of years ago.

- **ATV Trails:** Buffalo County passed an ordinance to allow county road to be used as ATV Trails. For the Town of Milton, this ordinance only affects County Road G. Some local residents have expressed an interest in having town roads used as ATV trails and this will be discussed at the regular town board meeting.

- **License Fees**: Treasurer Baures reviewed the current dog license fees, as follows: $5 (neutered); $10 (not neutered) and $10 late fee. Clerk Engel reviewed the current alcohol license fees, as follows: $500 liquor license; $100 beer license; $10 operator's license; $7 background check fee and $5 provisional operator's license fee. No action on license fees was recommended or made.

- **Election Workers:** Clerk Engel reviewed the current compensation of election workers. They are paid $10/hour plus $5 for mileage with the Chief Inspector receiving an

additional $10 per shift worked. She stated that, although no election official had suggested that the hourly rate be increased, it has been some time since the amount had been raised and she felt it should be increased. Rich Bagniewski moved to increase the hourly rate to $12 per hour. Pam Jensen seconded the motion. Motion passed 9-0.

- **Discussion of Town Board Roles/Responsibilities:** Following the 2020 Annual Meeting, the check writing responsibilities shifted to the clerk and has been going well

- **Compensation of Town Board:** Chairperson Adank reviewed the compensation for Town officers, as of April 2021:
    - Chairperson: $6,500 – effective April 2021 – increased by $1,000 in 2020
    - Supervisor: $2,000 – effective April 2015-increased by $350 in 2015
    - Treasurer $4,500 – effective April 2021-decreased by $500 in 2020
    - Clerk: $12,000 – effective April 2021 – increased by $2,000 in 2020

  No action was taken or recommended.

Adjournment: A motion to adjourn was made by Eugene Bagniewski, Jr. and seconded by Rich Bagniewski. Motion passed unanimously (9-0).

Meeting adjourned 6:56 p.m.

Submitted by Kalene Engel, Town Clerk

MINUTES OF THE TOWN OF MILTON
SPECIAL TOWN BOARD MEETING
April 23, 2021

Chairperson Ben Adank called the meeting to order at the Milton Town Hall, S2794 State Road 88, Fountain City, WI 54629 on April 23, 2021 at noon with Supervisor Jeff Jandl, Supervisor Pam Jensen and Clerk Kalene Engel. Treasurer Jane Baures was excused from the meeting.

Consideration of Construction of Sidewalk from Parking Lot to Rear Door of Town Hall: Board members conducted a site survey of the proposed location for a sidewalk along the east side of the building and continuing on the south side of the building to the rear door. Board members also reviewed a quote from Turnbell Masonry in the amount of $1,470 for the construction of the sidewalk. Discussion was held on the need and justification for the sidewalk. As has been previously noted, the rear entrance is currently not handicapped accessible and is not being used. During the last four elections (all of which have occurred during the COVID-19 pandemic), we were required to use only one entrance for all voters, rather than allowing exiting voters to leave through the back door and walk on the south side of the building to the parking lot (thereby limiting potential exposure for people entering/exiting the building). The Town Hall has been used for numerous public health purposes during the last year, including COVID testing, COVID vaccinations and a weekly health clinic staffed by Winona State students called Bridges. The Bridges Program was displaced from its previous location (Cochrane-Fountain City Schools) due to COVID and the school's restriction on visitors. However, given the positive feedback and good turnout the program experienced in the town hall location, they have expressed a desire to continue providing services at the town hall. The increased traffic in the town hall includes people that do not reside in the township and elderly people, for whom accessibility is a heightened concern. In addition to the above uses, the C-FC Backpack Program was also (and still is) considering the use of the town hall and parking lot for food distribution purposes. For all of these reasons, making the town hall as accessible as possible, with respect to the parking lot and both entrances is a priority for the board.

Supervisor Jandl made a motion to approve the expenditure of up to $1,500 for the construction of a sidewalk from the parking lot to the rear entrance of the town hall. Supervisor Jensen seconded the motion. No additional discussion. Motion passed 3-0.

Adjournment: Supervisor Jensen moved to adjourn the meeting. Supervisor Jandl seconded the motion. No discussion. Motion passed 3-0. Meeting adjourned at 12:11 p.m.

Minutes by Kalene Engel, Town Clerk

MINUTES OF THE TOWN OF MILTON
BOARD OF REVIEW
May 6, 2021

Chairperson Ben Adank called the meeting to order at the Milton Town Hall, S2794 State Rd 88, Fountain City, WI 54629 at 4:00 p.m. on May 6, 2021.

Roll Call: In addition to Chairperson Adank, the following Board of Review members were present: Supervisor Pam Jensen, Supervisor Jeff Jandl and Clerk Kalene Engel. Also present was assessor, Eric Kleven.

Confirmation of Appropriate Board of Review Notice: Clerk Engel verified that the statutorily required Board of Review notices were provided in April.

Select Chairperson for Board of Review: Clerk Engel nominated Chairperson Adank to serve as the Chairperson of the Board of Review; Supervisor Jensen seconded the motion. No discussion. Motion passed 3-0, with Chairperson Adank abstaining.

Select Vice-Chairperson for Board of Review: Supervisor Jandl nominated Supervisor Jensen for Vice-Chairperson; Clerk Engel seconded the motion. No discussion. Motion passed 3-0, with Supervisor Jensen abstaining.

Verification of Mandatory Training: Clerk Engel noted that she had undergone the board of review training in April of 2021 and that the Affidavit of Training had been filed with the Department of Revenue. Supervisor Adank also did the training prior to the Board of Review.

Verification of Town Ordinance on Confidentiality: Chairperson Adank verified that the Town has an ordinance for confidentiality of income and expense information. The ordinance is Ordinance 11.

Review of new laws: Chairperson Adank and Assessor Kleven reviewed recent and anticipated law changes including ag use value and personal property taxation.

Filing and summary of Annual Assessment Report by Assessor's Office: This is no longer required and can be removed from future Board of Review agendas.

Report/Receipt of Assessment Roll: Assessor Kleven reported that the assessment roll was completed and appropriate reports filed. Clerk Engel received the assessment roll from the Assessor, completed the sworn statement and delivered it to the Chairperson Adank.

Review the Assessment Roll and Perform Statutory Duties: The Board of Review received the Assessment Roll and performed its statutory duties.

Error Under State Law: Assessor Kleven indicated that the following corrections of error were made under state law: none.

Open Book Changes: Assessor Kleven stated that there were no open book changes; any corrections were made prior to open book.

Taxpayer Examine the Roll: No taxpayers requested to examine the roll.

Consideration of Waiver of 48 Notice of Intent to File and Objection Due to Good Cause: The Board of Review did not receive any requests to waive the 48-hour notice.

Consideration of Waiver of Board of Review Hearing to allow property owner to appeal directly to district court: The Board of Review did not receive any requests from property owners to waive a Board of Review Hearing.

Requests to testify by telephone or submit sworn written statement: The Board of Review did not receive any requests for testimony via telephone or sworn written statement.

Subpoena requests: The Board of Review did not receive any subpoena requests.

Action on any other legally allowed/required Board of Review matters: The Board of Review did not receive any requests or have any other legally allowed/required actions to consider.

Review Notices of Intent to File Objection: The Board of Review did not receive any Notices of Intent to File Objection.

Proceed to Hear Objections Upon Proper Notice/Waiver: The Board of Review had no objections to consider.

Consider/Act on scheduling additional Board of Review Dates: There were no objections, so no additional hearings were scheduled. Next year's Open Book will be held on April 28, 2022 from 10 – noon electronically; in person meetings will be by appointment only. Board of Review will be held on May 5, 2022 from 3:30 – 5:30 p.m. at the Town Hall.

Adjourn: Supervisor Jensen moved to adjourn. Supervisor Jandl seconded the motion. No discussion. Motion passed 4-0. Meeting adjourned at 6:00 p.m.

Respectfully submitted,
Kalene Engel, Town Clerk

MINUTES OF THE TOWN OF MILTON
SPECIAL TOWN BOARD MEETING
April 23, 2021

Chairperson Ben Adank called the meeting to order at the Milton Town Hall, S2794 State Road 88, Fountain City, WI 54629 on April 23, 2021 at noon with Supervisor Jeff Jandl, Supervisor Pam Jensen and Clerk Kalene Engel. Treasurer Jane Baures was excused from the meeting.

Consideration of Construction of Sidewalk from Parking Lot to Rear Door of Town Hall: Board members conducted a site survey of the proposed location for a sidewalk along the east side of the building and continuing on the south side of the building to the rear door. Board members also reviewed a quote from Turnbell Masonry in the amount of $1,470 for the construction of the sidewalk. Discussion was held on the need and justification for the sidewalk. As has been previously noted, the rear entrance is currently not handicapped accessible and is not being used. During the last four elections (all of which have occurred during the COVID-19 pandemic), we were required to use only one entrance for all voters, rather than allowing exiting voters to leave through the back door and walk on the south side of the building to the parking lot (thereby limiting potential exposure for people entering/exiting the building). The Town Hall has been used for numerous public health purposes during the last year, including COVID testing, COVID vaccinations and a weekly health clinic staffed by Winona State students called Bridges. The Bridges Program was displaced from its previous location (Cochrane-Fountain City Schools) due to COVID and the school's restriction on visitors. However, given the positive feedback and good turnout the program experienced in the town hall location, they have expressed a desire to continue providing services at the town hall. The increased traffic in the town hall includes people that do not reside in the township and elderly people, for whom accessibility is a heightened concern. In addition to the above uses, the C-FC Backpack Program was also (and still is) considering the use of the town hall and parking lot for food distribution purposes. For all of these reasons, making the town hall as accessible as possible, with respect to the parking lot and both entrances is a priority for the board.

Supervisor Jandl made a motion to approve the expenditure of up to $1,500 for the construction of a sidewalk from the parking lot to the rear entrance of the town hall. Supervisor Jensen seconded the motion. No additional discussion. Motion passed 3-0.

Adjournment: Supervisor Jensen moved to adjourn the meeting. Supervisor Jandl seconded the motion. No discussion. Motion passed 3-0. Meeting adjourned at 12:11 p.m.

Minutes by Kalene Engel, Town Clerk

MINUTES OF THE TOWN OF MILTON
TOWN BOARD MEETING
May 12, 2021

Chairperson Ben Adank called the meeting to order at the Milton Town Hall, S2794 State Road 88, Fountain City, WI 54629 on May 12, 2021 at 6:00 p.m. with Supervisor Jeff Jandl, Supervisor Pam Jensen, Clerk Kalene Engel and Treasurer Jane Baures present. Also present were six community members.

Informal Public Comment: None.

Bills: Bills were presented. Supervisor Jandl made a motion to approve payment of all bills submitted. Supervisor Jensen seconded the motion. No additional discussion. Motion passed 3-0.

Approval of Minutes: Clerk Engel distributed the draft minutes from the April 20, 2021 Town Board Meeting, April 23, 2021 Special Meeting and May 6, 2021 Board of Review prior to the meeting. Supervisor Jensen made a motion to approve the minutes as presented; Supervisor Jandl seconded the motion. No discussion. Motion passed 3-0.

Operator's License – Lynette Sweazey: Board members reviewed the operator's license application materials for Lynette Sweazey. Upon a motion by Supervisor Jandl and a second by Supervisor Jensen, the board voted 3-0 to approve the license.

CCT Video Services Discussion: CCT subscribers recently received a letter stating that CCT was stopping video (TV) service because the provider who supplied them was dropping them and CCT could not find a similar service at a reasonable price. Last year CCT lost $70,000 on video service and they would have been forced to pass the significant additional costs of a new provider onto the consumers. Because there are so many other streaming options currently available for providing television/video services, they opted to eliminate the television services. Residents present expressed concern that subscribers were blindsided by the news and that residents were deceived about the services that CCT would provide, as the reason the broadband got passed was due to the desire for the television services. Additionally, there are rumors that CCT could not keep the video services because they did not upgrade their equipment, that broadband rates were going to be raised and that some members of the CCT Board of Directors did not know the video services were being dropped. Chairperson Adank clarified that the state grants and agreement with CCT involved broadband fiber installation and services, not video. Some of the residents present had already switched over to streaming services and actually noticed and improvement in services and reduction in cost; however, the consensus was that there were many residents who would benefit from additional help in understanding their options, as many people believe that their only option is to go back to satellite television. The consensus of those present was that it would be beneficial to have a special meeting to show and discuss the different options that people have for streaming services. During that meeting, the different types of streaming devices (smart tv, Roku, Firestick, etc.) can be demonstrated, as can different streaming packages. The special meeting was set for May 26th at 6:00 p.m.

New COVID Funding – American Rescue Plan: Additional guidance was released this week regarding the acceptable use of the $51,798 that the township will receive in American Rescue Plan funding. One of the acceptable uses is to support improvements to public buildings to assist with COVID-19 mitigation efforts. Since the town hall has been used as a COVID testing and vaccine site, as well as a health clinic, the need to improve the access to the town hall has become evident. The recently installed sidewalk will allow people to walk through one door and out the other for events such as elections, virus testing and vaccinations and health clinic, thereby reducing contact with others, particularly those entering the building. The soon-to-be paved parking lot is necessary to ensure the handicapped accessibility of the town hall from both entrances, particularly for the elderly and those in wheelchairs. For those reasons, the current plan is to use at least some of the American Rescue Plan monies for those projects.

Recycling/Garbage: Waste Transport will be subcontracting the operation of the BBCM site and retain the existing services and prices for the time being. For now, BBCM will remain a part of the Buffalo County Recycling Program. However, Waste Transport is working on a plan to operate the Buffalo County recycling site in Mondovi, as well as find a location for a recycling site in the southern part of the county.

Unkempt Properties Update: Last month someone asked if there was anything town could do for vehicles with expired tags that were sitting in resident's yards. Chairperson Adank did look into this issue and determined that the township could pass and ordinance that would address junk vehicles and debris. The board expressed interest in having Chairperson Adank bring a sample ordinance to the next meeting for discussion, so he will work with the town attorney to do so.

Requests for Use of Town Hall – Delegation of Authority to Chairperson: Over the past year, the town has received more requests from community or government groups to use the town hall for public purposes. For example, he recently received a request to use the town hall for a school board retreat. Due to the timing of the requests, it is not always feasible to wait until the next board meeting to grant approval. He suggested that the board delegate the authority to the chairperson to grant the use of the town hall for community groups to use. Supervisor Jandl moved to delegate the authority to approve the use of the town hall for community groups to use to the chairperson. Supervisor Jensen seconded the motion. No discussion. Motion passed 3-0.

Roads/Bridges:

- **ATV Trails:** Chairperson Adank reviewed Buffalo County ATV Ordinance and feels that it is a good place to start insofar as a town ATV ordinance is concerned. He suggested that the town make modifications to the county ordinance and then have a special meeting to get input from residents on the ordinance.

- **Update on roadwork including 2021 roadwork:** The town hall parking lot will be paved on May 13th and can be used next Friday for the COVID clinic. Paul Duellman has placed rock around the town hall and will bring additional dirt to complete the landscaping. He has removed the excess pea rock from Schlawin Road and it looks great.

- **Update on encroachments on Indian Creek Road**: The town's attorney has reached out to Mr. Duellman's attorney twice to discuss the deed which identifies the town road as a three rod road and has not received a response. It is anticipated that further action will occur at the next court date.

Announcements/Discussion Items:

- As a follow up to a question that came up at the last meeting, Chairperson Adank did confirm that the township can withhold a liquor license due to delinquent property taxes, but must have an ordinance allowing it to do so. The Board was not interested in pursuing such an ordinance at this time.
- As noted in the minutes approved at this hearing, there were no objectors at the Board of Review held on May 6, 2021.

Adjournment: Supervisor Jensen moved to adjourn the meeting. Supervisor Jandl seconded the motion. No discussion. Motion passed 3-0. Meeting adjourned at 6:47 p.m.

Minutes by Kalene Engel, Town Clerk

MINUTES OF THE TOWN OF MILTON
SPECIAL TOWN BOARD MEETING
May 26, 2021

Chairperson Ben Adank called the meeting to order at 6:00 p.m. at the Milton Town Hall, S2794 State Road 88, Fountain City, WI 54629 on May 26, 2021 at noon with Supervisor Jeff Jandl, Supervisor Pam Jensen and Clerk Kalene Engel. Treasurer Jane Baures was not present. Also present were 31 community members.

Chairperson Adank explained that the purpose of the special meeting was to be an informational session for people who wanted to learn more about video streaming services as an option to replace the television services currently provided by CCT (Cochrane Co-operative Telephone). Clerk Engel provided an overview of video streaming services, including the type of devices, broadband and subscriptions available. Clerk Engel, Chairperson Adank and Supervisor Jandl then demonstrated streaming devices, regular streaming services, navigation using a Smart TV and livestreaming services. Questions were asked and answered throughout the presentation.

Adjournment: Supervisor Jensen moved to adjourn the meeting. Supervisor Jandl seconded the motion. No discussion. Motion passed 3-0. Meeting adjourned at 7:02 p.m.

Minutes by Kalene Engel, Town Clerk

* The two handouts made available to attendees at the meeting are also available on the Broadband page of the Town of Milton website: https://townofmiltonwi.com/capx-broadband/.

MINUTES OF THE TOWN OF MILTON
TOWN BOARD MEETING
June 10, 2021

Chairperson Ben Adank called the meeting to order at the Milton Town Hall, S2794 State Road 88, Fountain City, WI 54629 on June 10, 2021 at 6:00 p.m. with Supervisor Jeff Jandl, Supervisor Pam Jensen, Clerk Kalene Engel and Treasurer Jane Baures present. Also present were nine community members.

Informal Public Comment: None.

Bills: Bills were presented. Supervisor Jandl made a motion to approve payment of all bills submitted. Supervisor Jensen seconded the motion. No additional discussion. Motion passed 3-0. An additional bill for Prairie Moon Insurance in the amount of $1,431 to Statewide was presented later. Upon a motion by Supervisor Jenson and second by Supervisor Jandl and unanimous approval by the board, that bill was also approved.

Approval of Minutes: Clerk Engel distributed the draft minutes from the May 12, 2021 Town Board Meeting and May 26, 2021 Special Meeting prior to the meeting. Supervisor Jensen made a motion to approve the minutes as presented; Supervisor Jandl seconded the motion. No discussion. Motion passed 3-0.

Annual Insurance Update: Steve Berger from Rural Insurance went through the town's insurance coverages, answered questions and made adjustments to amounts based upon input from the Board.

Scenic Valley Swimming Pool Request: Shaun Mann, on behalf of the Scenic Valley Swimming Pool Association, provided data on the pool's income and expenses to support a request for funding from the Town of Milton. Because the 2021 budget was approved in November with no allocation for the pool, the Board declined to take action. However, Mr. Mann was encouraged to have a member of the group come back to the Board in September, so that consideration could be made for inclusion in the 2022 budget.

Consideration of Alcohol, Operator's and Cigarette Licenses for the 7/1/21 to 6/30/22 licensing period

- "Class B" Intoxicating Liquor and Class "B" Beer Combination Licenses:
  - Supervisor Jensen made a motion to approve the issuance of a combination license to Bar Creations, LLC. Chairperson Adank seconded the motion. Motion passed 2-0, with Supervisor Jandl abstaining.
  - Supervisor Jandl made a motion to approve the issuance of combination licenses to Drift Inn, LLC, Mississippi Thuder Speedway, Inc. and Robert Fort, Jr. d/b/a Road House Bar. Supervisor Jensen seconded the motion. Motion passed 3-0.

- Operator's Licenses:
    - Supervisor Jensen made a motion to approve the issuance of operator's licenses to Katherine Halling, Mary Engler and Emily Jandl. Chairperson Adank seconded the motion. Motion passed 2-0, with Supervisor Jandl abstaining.
    - Supervisor Jandl made a motion to approve the operator's licenses of the following individuals, subject to receipt of all required training certifications: Robert Fort, Jr., Lynette Sweazey, Michelle Kalmes, Julie Bogstad, Nicole Weiss, Caitlin Ruble, Hailee Cisewski, Caitlin Kling, Shawn DuBois, Tina Presson, Jamie Isakson, Jessica Semling, Debra Hund Morem and Brandi Joswick. Supervisor Jensen seconded the motion. Motion passed 3-0.
- Cigarette License: Supervisor Jensen moved to approve the issuance of a cigarette license to Drift Inn, LLC. Supervisor Jandl seconded the motion. Motion passed 3-0.

Town Hall Improvements: Ron Speltz was consulted to give cost estimates on both the door to the town hall and the supporting columns (posts) in the front of the building. The issue with the door is that it has no closing mechanism/support, so when the wind gets ahold of it, it gets flung open against the column. As a result, the column on one side of the door is twisted and the door is dented. The cost to install a true handicap door with a push button is approximately $6,000. To install a door with a door closer would cost around $800, but the addition of the door closer may prevent the door from being handicap accessible. With respect to the columns, the cost to add an additional 4x4 post and wrap the columns with trim to match the rest of the building would be around $1,000. This amount could be funded out of the remaining budget for town hall projects. Supervisor Jandl made a motion to have Mr. Speltz perform the work on the posts and Supervisor Jensen seconded the motion. Motion passed 3-0.

New COVID Funding – American Rescue Plan: As Clerk Engel was preparing to file the paperwork to secure the ARP funding, she became aware of an issue with the town's DUNS number associated with a filing done by the "other" Town of Milton in Rock County, Wisconsin. Clerk Engel resolved the issue and has filed for the funding. Based upon the guidance for the funding issued thus far, it is believed that the parking lot and sidewalk would be covered, as being a necessary improvement to improve access to the town hall for its use, among other things, as a COVID testing and vaccine administration site and a health care clinic for Bridges Health.

Recycling/Garbage: The BBCM will meet next week to discuss a partnership with Waste Transport.

Unkempt Properties Update: The board reviewed the proposed ordinance drafted by Attorney Loberg. Supervisor Jandl indicated that the feedback he had been receiving on the issue was that people wanted to be able to control what was happening on their own property. Chairperson Adank reviewed the ordinance. The question of enforcement was raised and Chairperson Adank clarified that the town would respond to complaints, but would not seek out areas of concern. Clerk Engel noted that the existing Wisconsin Statute 342.40 already contained much of the language that was in the ordinance. Chairperson Adank will discuss the ordinance enforcement with Attorney Loberg and Clerk Engel will provide the board with copies of the existing statute. The matter will be revisited at the July meeting.

Roads/Bridges:

- **ATV Ordinance:** As a follow-up to a previous request by the Board, Attorney Loberg reviewed and made modifications to the county's ATV Ordinance so that it could be put in place in the Town of Milton, if approved by the Board. Notable suggested changes include a speed limit of 35 mph or the posted limit, whichever is lower as well as the hours of operation during the winter months. Chairperson Adank reviewed other highlights of the ordinance, noting that he would like to seek additional input from the public by way of a Special Town Meeting. Clerk Engel noted that a trail riders association was willing to pay for signs, but wanted responses from municipalities fairly quickly, so that the signs could be ordered. Supervisor Jandl will reach out to a trail riders representative to find out what will be put on the signs and whether it would be consistent with the proposed ordinance. A Special Town Meeting to get input on the ATV Ordinance was scheduled for July 14, 2021 at 6:00 p.m., with the regular board meeting to follow.

- **Updates on roadwork:** Paul Duellman did some patching on Henry Lane and will mow the weeds soon.

- **Pine Street Deed Inquiry**: As part of a land transaction between Rita Bechly and Steve Duellman, a request was received to deed back to Ms. Bechly an unpaved portion of dedicated town road which is adjacent to Ron Haney's Property in the Pine Subdivision. The road was originally deeded to the town by Rita's father. After consulting with Attorney Loberg, Chairperson Adank learned that the town could not simply deed the land back, even if it wanted to do so. If the town chose to discontinue the road as a town road, it would actually revert back to the current, adjacent landowners. Mr. Duellman reached out to Chairperson Adank on the morning of the meeting, indicated that he would like to pave the road to allow access to lots in the back, for which he claims he has interested buyers. Chairperson Adank will discuss the matter with Attorney Loberg and this matter will be placed on the July agenda.

- **Updates on Encroachments on Indian Creek Road:** No updates.

- **Other Roadwork:** Chairperson Adank received a request from a resident to look into getting a guardrail on Canada Ridge Road due to safety concerns caused by the removal of trees by a adjacent landowner. A bid for a guardrail is being requested; however, the anticipated cost of the guardrail is believed to be a much as it would cost to pave the same length of a road. A resident who has driven the roadway on a near daily basis for over 50 years does not believe that there are any safety concerns and also believes that it will not be possible to put a guardrail on the roadway.

Adjournment: Supervisor Jensen moved to adjourn the meeting. Supervisor Jandl seconded the motion. No discussion. Motion passed 3-0. Meeting adjourned at 7:47 p.m.

Minutes by Kalene Engel, Town Clerk

MINUTES OF THE TOWN OF MILTON
SPECIAL MEETING OF ELECTORS ON ATV/UTV ORDINANCE
July 14, 2021

Chairperson Ben Adank called the meeting to order at the Milton Town Hall, S2794 State Road 88, Fountain City, WI 54629 on July 14, 2021 at 6:00 p.m. with Supervisor Jeff Jandl, Supervisor Pam Jensen, Clerk Kalene Engel and Treasurer Jane Baures. Also present were 14 community members.

Presentation and Discussion of Proposed ATV/UTV Ordinance: Buffalo County recently adopted an ordinance allowing county roads to be used with ATV/UTV roads. Over the past few months, the township has also been working on developing a similar ordinance for township roads. The proposed ordinance was reviewed by the town board at the June meeting and posted on the town website for review by electors. Chairperson Adank explained that the proposed ordinance was similar to the Buffalo County ordinance, and noted the following highlights:

- The speed limit would be 35 mph or the posted speed limit, whichever is less;
- Operators must ride single file on the far right of the road, but not on the shoulders or adjacent landowner's land;
- Operators must carry liability insurance;
- Hours of operation would be one hour prior to sunrise and no later than 10pm, from April 1st through December 1st;
- Operators age 16 years or older must have a valid driver's license; youth age 12-15 with ATV/UTV safety certification can operate a vehicle if accompanied by an adult;
- All operators under age 18 must wear protective headgear; and
- The township oversee signage of the roads, but a trailriders club has already indicated that it would provide the signage;

Chairperson Adank noted that Buffalo County has asked all municipalities to report on the status of their respective ATV/UTV ordinances by August 1st, due to the fact that the club supplying the signage would like to get them ordered.

After asking for feedback on the ordinance, Chairperson Adank received the following suggestions:

- Eliminate the April to December time limits and allow travel year-round to accommodate ice fisherman.
- Clarify the section about the use of seatbelts to make it apply only to those vehicles that have seatbelts installed, as four-wheelers do not.

Discussion was also held on the ability to use ATVs/UTVs on state highways. Chairperson Adank stated that current law would only allow ATVs/UTVs to cross state highways to go from one "trail" to another "trail" located directly across the highway—it does not allow for travel on a highway (like snowmobile trails) to travel to a trail down the road. It would be up to a trailrider's group to secure permission from landowner for more trails that would allow more access.

Advisory Vote on Ordinance: Chairperson Adank called for an Advisory Vote on the adoption of the Ordinance, with the recommended two changes. All present voted in favor of adoption.

Adjournment: Supervisor Jensen moved to adjourn the meeting. Supervisor Jandl seconded the motion. No discussion. Motion passed 3-0. Meeting adjourned at 6:09 p.m.

Minutes by Kalene Engel, Town Clerk

MINUTES OF THE TOWN OF MILTON
TOWN BOARD MEETING
July 14, 2021

Chairperson Ben Adank called the meeting to order at the Milton Town Hall, S2794 State Road 88, Fountain City, WI 54629 on July 14, 2021 at 6:09 p.m. with Supervisor Jeff Jandl, Supervisor Pam Jensen, Clerk Kalene Engel and Treasurer Jane Baures. Also present were 14 community members, one of whom left after public comment.

Informal Public Comment: A question was raised as to whether a town board member was allowed to badmouth people in public. Because the alleged conduct was an interpersonal matter and did not relate to town business, Chairperson Adank halted further discussion on the issue, suggesting that the complainant express his opinion with his vote at the polls.

Bills: Bills were presented. Supervisor Jandl made a motion to approve payment of all bills submitted. Supervisor Jensen seconded the motion. No additional discussion. Motion passed 3-0.

Approval of Minutes: Clerk Engel distributed the draft minutes from the June 9, 2021 Town Board Meeting prior to the meeting. Supervisor Jandl made a motion to approve the minutes as presented; Supervisor Jensen seconded the motion. No discussion. Motion passed 3-0.

Consideration of License Applications: Supervisor Jandl moved to approve the issuance of an Operator's License to Paul Sweazey. Supervisor Jensen seconded the motion. Motion passed 3-0. Supervisor Jandl moved to accept the surrender of the "Class B" Intoxicating Liquor and Class "B" Beer Combination License from Drift Inn, LLC on July 31, 2021 and to the license to MAD Enterprizes, LLC effective August 1, 2021 upon the payment of the proper fees to the township. Supervisor Jensen seconded the motion. Motion passed 3-0.

Update on American Rescue Plan Funding: Clerk Engel reported that the first half of the American Rescue Plan Funds of approximately $27,500 was received in late June. More guidance on the use of the funds has been issued and she believes that the sidewalk and parking lot improvements to the town hall should be allowable uses due to the need for improved access to the town hall for the many health clinics that have been held there since the COVID outbreak. Additionally, according to a calculator issued by the Wisconsin Towns Association, we have an additional $14,000 in lost revenue for 2021 and would have additional lost revenue of another $30,000 during the next three years. More information is needed on how to report the expenditures to make sure they qualify.

Town Hall Improvements (action item): No action was taken, pending further clarification of what will be covered with American Rescue Plan Funds.

Recycling/Garbage: Discussions are continuing regarding a takeover of the County portion of the BBCM recycling program by Waste Transport and the garbage collection at the BBCM site. The decision hinges upon whether Waste Transport can get a permit to erect a building at the BBCM location. Buffalo County is also in discussions with Waste Transport about taking over the county program.

Unkempt Properties Ordinance: Because there are a number of state statues that already deal with junked vehicles and other issues covered in the proposed statute, the Board declined to take action.

Roads/Bridges:

- **ATV/UTV Ordinance:** Supervisor Jandl moved to approve the proposed ATV/UTV Ordinance Proposed if Section 3.7 was removed and section 3.11 was modified to require seatbelt use only on vehicles on which seatbelts were installed. Supervisor Jensen seconded the motion. No additional discussion. Motion passed 3-0.

- **Updates on roadwork:** Paul Duellman removed dirt on Canada Ridge Road and used it to fill in around the town hall, after which he seeded it down. Mowing was done last month and patching of blacktop will be done in the upcoming weeks.

- **Update on Pine Street**: Chairperson Adank clarified that Pine Street is a town road, so whether it is paved or not, people can use the road. The town has the option to pave the road, not pave the road or discontinue the use of the road entirely. Steve Duellman indicated that he would like to develop the area for lots for houses (12-15 lots) and already has people interested in purchasing some of the lots; therefore, he has an interest in using the currently unpaved portion of Pine Street. Based upon the survey markers that were placed, Ron Haney is concerned that the road would abut his property line, with no road right of way. Chairperson Adank indicated that he would like to see the development plan before deciding what to do with the road. Currently, Mr. Duellman wants to remove trees and brush so he can access the lot which seemed acceptable to Mr. Haney. However, to allow the Town Board to understand what Mr. Duellman would like to do with Pine Street right now, a special meeting is needed to view the site and proposed workplan. The special meeting will occur on August 11, 2021 at 5:00 p.m. at W1140 Pine Street to review Mr. Duellman's proposed plans.

- **Updates on Encroachments on Indian Creek Road:** No updates.

- **Other Roadwork:** None.

Buffalo County Unit and Wisconsin Towns Association Annual Convention: The Buffalo County Unit Meeting is July 19 2021 at 6:30 p.m. at the Cross Town Hall. Chairperson Adank will be attending, as our township is due to receive LRIP funding next year. The Wisconsin Towns Association Convention is October 10-12th at the Kalahari in Wisconsin Dells. Chairperson Adank will be nominating Clerk Engel for the Outstanding Clerk Award.

Announcements/discussion items: None.

Adjournment: Supervisor Jensen moved to adjourn the meeting. Supervisor Jandl seconded the motion. No discussion. Motion passed 3-0. Meeting adjourned at 6:41 p.m.

Minutes by Kalene Engel, Town Clerk

MINUTES OF THE TOWN OF MILTON
SPECIAL MEETING
AUGUST 11, 2021

Chairperson Ben Adank called the meeting to order outside Mr. Ron Haney's home at S1140 Pine Street, Fountain City, WI at 5:00 p.m. with Supervisor Pam Jensen and Supervisor Jeff Jandl present. Also present were 8 community members.

Discussion of proposed brush clearing and tree removal on unpaved town road: Mr. Steve Duellman showed the board where he would like to clear brush and remove trees in the unpaved town road right of way from Pine St. to the end of the unpaved town road. Mr. Haney, who owns land that abuts to the unpaved town road, agreed with the project including clearing brush and trees on the north side of the town road opposite his property and up to 60 feet from the flags in the ground on Mr. Haney's property line.

Mr. Duellman said that he would do the work at his expense and will communicate any changes outside the agreed upon parameters of the project to the board. It was noted during the discussion that the project would only include brush and tree removal. Bringing in crushed rock or paving the road are not included in this project and could be considered at a future town board meeting when Mr. Duellman has a map of his proposed development. Chairperson Adank again noted that the Town of Milton will not be paying for any of the brush clearing or tree removal work, and that it will be done at Mr. Duellman's expense.

Supervisor Jensen moved to allow Mr. Duellman to clear the brush and trees in the unpaved portion of the town road right of way at Mr. Duellman's expense. Supervisor Jandl seconded the motion. No Discussion. Motion passed 3 to 0.

Adjournment: Supervisor Jensen moved to adjourn. Supervisor Jandl seconded the motion. No Discussion. Motion passed 3-0. Meeting adjourned at 5:15 p.m.

Minutes by Ben Adank, Town Chairperson

MINUTES OF THE TOWN OF MILTON
TOWN BOARD MEETING
August 11, 2021

Chairperson Ben Adank called the meeting to order at the Milton Town Hall, S2794 State Road 88, Fountain City, WI 54629 on August 11, 2021 at 6:00 p.m. with Supervisor Jeff Jandl, Supervisor Pam Jensen and Clerk Kalene Engel present. Also present were 5 community members. Treasurer Jane Baures was absent with prior notice to the Chairperson.

Informal Public Comment: None.

Bills: Bills were presented. Supervisor Jandl made a motion to approve payment of all bills submitted. Supervisor Jensen seconded the motion. No additional discussion. Motion passed 3-0.

Approval of Minutes: Clerk Engel distributed the draft minutes from the July 14, 2021 Special Meeting and Town Board Meeting prior to the meeting. Supervisor Jensen made a motion to approve the minutes as presented; Supervisor Jandl seconded the motion. No discussion. Motion passed 3-0.

Agreement with MNSCU/Winona State University for Town Hall Use: Bridges Health Clinic, which is a student-staffed free health care clinic, would like to continue using the town hall during the 2021-22 school year and beyond. The clinic had previously been located at the school, but moved to the town hall after COVID prevented them from using the school. The arrangement has worked well for them and has been well received by the community. Their plan would be to use the town hall every Thursday from August to May and to coordinate with Buffalo County Health to continue providing COVID-related services. Supervisor Jensen moved to approve the agreement; Supervisor Jandl seconded the motion. No discussion. Motion passed 3-0.

Approval of Assessor Contract: Supervisor Jandl moved to approve the renewal contract with Kleven Property Assessment, LLC. Supervisor Jensen seconded the motion. No discussion. Motion passed 3-0.

Consideration of License Applications: Supervisor Jandl moved to accept the surrender of the "Class B" Intoxicating Liquor and Class "B" Beer Combination License from Robert Fort, Jr. and to issue the license to Road House Bar & Grill, LLC effective August 11, 2021. Supervisor Jensen seconded the motion. Motion passed 3-0.

American Rescue Plan: Clerk Engel reported that the first ARP report is due at the end of October, but that the reporting portal is not yet active. She will be attending a seminar at the Towns Association Convention and hopes to receive more guidance on how to report and what expenses are acceptable. Paul Duellman will reach out to the folks who paved the parking lot to try and get the bill.

Remonumentation Update: Sonja Hansen from Buffalo County reached out to Chairperson Adank to enter into a formal contract about the remonumentation project. He provided her with the resolution that the township passed last year and she will be working on an agreement which

incorporates the information in the resolution for the board's consideration. The plan is to have the project start this fall and be complete by the end of 2023.

Recycling/Garbage: No report.

Roads/Bridges:

- **Driveway Permit Process:** Chairperson Adank is working on bringing forward a more formal process for issuing driveway permits. Currently, if a person wants to build a house they must obtain a zoning permit from the County. However, the County will not issue a permit until the town approves a driveway permit. The current driveway permit process is ad hoc and a more uniform process is needed. Paul Duellman mentioned that both the County and Town of Belvidere have permit forms that could be used as a model for an application for a permit. Chairperson Adank plans to have something for the Board to review at the September meeting.

- **Pine Street:** A meeting was held at 5:00 p.m. to discuss the work that Steve Duellman would like to do on the unpaved portion of Pine Street. To summarize, the Board approved the following: Steve Duellman will be clearing out trees and brush in an area up to 60' to the north of the property line of Ron Haney (towards the racetrack). Mr. Haney's property line is currently marked with a stake.

- **Updates on Encroachments on Indian Creek Road:** The town commissioned a survey and the certified survey map using the deed establishes Indian Creek Road as a three rod road. This information was sent to Steve Duellman's attorney for review. A summary judgment action is also being pursued.

- **Other Roadwork:** The ATV Route signs are starting to be posted. Supervisor Jandl believes they will be installed by the end of the weekend.

Announcements/discussion items:

- The ribbon cutting for the Fountain City Fire Department is on September 25, 2021. The town's final payment for the town hall/firetruck should be between $27,000 and $28,000.
- The population of the Town of Milton increased 5.4% or by 29 residents between 2010 and 2020. By comparison, Buffalo County's population increased only 1.2% and the State of Wisconsin's population increased by 3.8%.

Adjournment: Supervisor Jensen moved to adjourn the meeting. Supervisor Jandl seconded the motion. No discussion. Motion passed 3-0. Meeting adjourned at 6:22 p.m.

Minutes by Kalene Engel, Town Clerk

MINUTES OF THE TOWN OF MILTON
TOWN BOARD MEETING
September 8, 2021

Chairperson Ben Adank called the meeting to order at the Milton Town Hall, S2794 State Road 88, Fountain City, WI 54629 on September 8, 2021 at 6:00 p.m. with Supervisor Jeff Jandl, Supervisor Pam Jensen, Clerk Kalene Engel and Treasurer Jane Baures present. Also present were seven community members.

Informal Public Comment: None.

Bills: Bills were presented. Supervisor Jandl made a motion to approve payment of all bills submitted. Supervisor Jensen seconded the motion. No additional discussion. Motion passed 3-0.

Approval of Minutes: Clerk Engel distributed the draft minutes from the August 11, 2021 Special Meeting and August 11, 2021 Town Board Meeting prior to the meeting. Supervisor Jensen made a motion to approve the minutes as presented; Supervisor Jandl seconded the motion. No discussion. Motion passed 3-0.

Update on Tri-Community Meeting: Chairperson Adank attended the Tri-Community Meeting on September 2nd. This is a quarterly meeting that has been held for a number of years involving the town boards of Belvidere, Cochrane and Buffalo City. Chairperson attended Belvider BC and Cochrane Tri Commnity meeting last Thursday. One discussion item was funding of the summer baseball and softball programs which, in the past, had traditionally been funded by the Fountain City and Cochrane-Buffalo City. This summer, the programs were combined and run by the Pirate Youth Athletic Association. To fund the program in the future, PYAA is proposing that each municipality pay a per participant fee. Also discussed was the Scenic Valley Swimming Pool. Different funding scenarios were presented to absorb the approximately $25,000 cost of running the pool. Chairperson Adank distributed the proposals to the other board members for review prior to upcoming budget discussion. ATV ordinances were also discussed. All participating municipalities will be allowing ATV on town roads, but each ordinance is a bit different. Milton will host the next Tri-Community Meeting on January 20, 2022 at 7:00 p.m.

Consideration of Redistricting Resolution: Following the receipt of census numbers, Buffalo County was required to propose a redistricting plan. The plan that they proposed includes no changes to the districts. Having received the County's plan, the township is required to provide input on the plan and voting wards. Since the township's population does not exceed 1,000, the statute does not require voting wards. Therefore, the proposed resolution indicates agreement to leaving things as is. Supervisor Jandl moved to pass the proposed Resolution Regarding Ward Plan; Supervisor Jensen seconded the motion. No discussion. Motion passed 3-0.

American Rescue Plan Update: Clerk Engel reported that the first ARP report is due at the end of October.She will be attending a seminar at the Towns Association Convention and hopes to receive more guidance on how to report and what expenses are acceptable.

Discussion of High School Pollworker Pilot Project: The Wisconsin Elections Committee is seeking a mix of urban and rural jurisdictions to participate in a pilot project to recruit and train high school pollworkers. The proposed curriculum is more intensive that traditional election training. Clerk Engel reached out to the school to see if a credit could be awarded for any high school students who participated in such a program. She will also be participating in an conference call about the program in the near future.

Update on Remonumentation: No update since the last meeting when it was reported that Buffalo County is still working on an agreement.

Recycling/Garbage: No updates.

Pending litigation in Buffalo County Case No. 20-CV-77, Town of Milton v. Steven J. Duellman and Steven J. Duellman d/b/a North Central Wood Products: Following receipt of the survey commissioned and paid for by the town, the attorneys engaged in settlement negotiations, resulting in a proposed settlement for the board to consider. The survey suggests that the road was constructed closer to Duellman's property than reflected in the deed, meaning the road right-of-way extends even further onto Duellman's property. State law provides that if a town road is used for a certain time period, even if the legal description does not match the actual location, the actual location prevails. Under the proposed settlement (1) both parties would agree that the center line of the existing town road is the legal centerline (2) within 30 days of the execution of the agreement, Mr. Duellman will remove the wood fence and sign that are currently located within the road right-of-way and (3) the town would provide a quit claim deed for the property that lies north of the road right-of-way to Mr. Duellman. Attorney Loberg does not believe a quit claim deed is necessary, nor possibly allowed, and feels an agreement would be sufficient to establish the boundaries. Supervisor Jensen moved to approve the agreement in principle, but giving Attorney Loberg authority to make changes as needed to achieve the intended purpose of retaining a 3 rod road where the road now lies and confirming that anything north of the right-of-way belongs to Mr. Duellman. Supervisor Jandl seconded the motion. No additional discussion. Motion passed 3-0. Ben will mention to Loberg about landowner on other side. Questions were raised as to how modifying the legal description of the roadway in the location of the survey might affect the legal descriptions of landowners adjacent to and east and west of the surveyed location. Chairperson Adank will discuss this issue with Attorney Loberg.

Roads/Bridges:

- **Driveway Permit Process:** Chairperson Adank does not have a proposed permit for the board to review just yet.

- **Updates on roadwork:** Paul Duellman plans to replace the final culvert on Lower Eagle Valley Road in October. Currently he is working on patching some of the roads.

- **Pine Street:** Steve Duellman has been clearing trees near the roadway, but has not yet cleaned up the debris. Ron Haney expressed concern that gravel would be placed on the cleared spot, which is 20' from Mr. Haney's line. Chairperson Adank noted that Mr. Duellman only had permission to get in and clear out a path for the purpose of moving gaining access to his lots. He does not have permission to lay gravel or anything else.

Chairperson Adank will reach out to Mr. Duellman to address the need to clear the debris.

- **Other Roadwork:** An informational meeting on LRIP/TRIP funding will be held at the end of September/early October. As part of the application process, the town will obtain preliminary estimates for the Canada Ridge Road project. However, the regular bid process must be followed when awarding the project.

Announcements/discussion items: None.

Adjournment: Supervisor Jensen moved to adjourn the meeting. Supervisor Jandl seconded the motion. No discussion. Motion passed 3-0. Meeting adjourned at 6:28 p.m.

Minutes by Kalene Engel, Town Clerk

MINUTES OF THE TOWN OF MILTON
TOWN BOARD MEETING
October 13, 2021

Chairperson Ben Adank called the meeting to order at the Milton Town Hall, S2794 State Road 88, Fountain City, WI 54629 on October 13, 2021 at 6:00 p.m. with Supervisor Jeff Jandl, Supervisor Pam Jensen, Clerk Kalene Engel and Treasurer Jane Baures present. Also present were six community members.

Informal Public Comment: Eugene Bagniewski, Jr. reported that old shingles were dumped on Genos Drive and near Paul Duellman's property. He contacted the Sheriff's Department but they are not actively investigating the complaint. Eugene also inquired as to the minimum lot size in the township. Chairperson Adank indicated that zoning was handled by Buffalo County, but he believed the minimum size was 1 acre. There were several questions about the ATV Ordinance, the answers to which are as follows: (1) the speed limit is the lesser of 35 miles per hour or the posted speed limit; (2) town roads are open for ATV use but state highways are not; (3) in the Town of Milton, ATVs are allowed year-round; and (4) ATVs can be driven one hour prior to sunrise and until 10:00 p.m.

Bills: Bills were presented. Supervisor Jandl made a motion to approve payment of all bills submitted. Supervisor Jensen seconded the motion. No additional discussion. Motion passed 3-0.

Approval of Minutes: Clerk Engel distributed the draft minutes from the September 8, 2021 Town Board Meeting prior to the meeting. Supervisor Jensen made a motion to approve the minutes as presented; Supervisor Jandl seconded the motion. No discussion. Motion passed 3-0.

Update on American Rescue Plan Funding: Clerk Engel did preliminary calculations on the ARPA funding which indicated that the township would have lost revenue in excess of the approximately $54,000 ARPA funding. What this means is that the ARPA funding can be used on any legitimate governmental purpose and would not be limited to the handful of categories that must be more specifically tied to COVID. The reporting period for towns has been pushed back to April and the federal government still has not issued any final guidance.

2022 Budget Update: Preliminary budget calculations for 2022 have begun. Revenues and expenses for 2021 are on track. The public works expenditures are lower due to the need to save for the Canada Ridge Road project. The remonumentation numbers have decreased because Buffalo County wants to spread the payments over a longer period of time. For 2022, we plan to establish a reserve account for a fire truck, as the Fire Association has indicated that they will be buying a new truck within the next couple of years. The remaining amount due on the fire station is in flux, as the final invoice came in much higher than anticipated based upon previous accountings and donations.

Consideration of application for Ryane Hansen: Supervisor Jensen moved to approve the Operator's License Application of Ryane Hansen. Chairperson Adank seconded the motion. No discussion. Motion passed 2-0. Supervisor Jandl abstained.

Consideration of additional 2021 expenditures: Discussion was held on possible uses of the ARPA funds. Previously, the board had discussed replacing the front door with a handicapped accessible door and adding a closer to the back door. Ron Speltz had provided a quote for the projects of around $6,600. Supervisor Jandl moved to approve an expense of up to $7,000 for the handicap accessible door and door closer. Supervisor Jensen seconded the motion. No additional discussion. Motion passed 3-0. Other items that were discussed, but not acted upon, include a storage shed, a cement pad and walkway for the shed, a keypad entry for the back door, new Town of Milton signs marking the border of the township and a driveway sign for the town hall. Chairperson Adank and Clerk Engel will gather more information on these additional items.

Update on Remonumentation: The county is still reviewing the proposed agreement. As noted earlier, they want to extend the contract by one year and lower the yearly cost accordingly. The town is requesting the signature of the entire county board on the agreement as well as language that would require the county to return all funds paid if the project is not completed by the deadline.

Recycling/Garbage: No updates

Update on Indian Creek Road litigation: The only remaining item that needs to be finalized for the settlement is to work out the correct legal description. Chairperson Adank spoke with Attorney Loberg about the right-of-way questions for other landowners on the roadway and was told that the settlement agreement will only affect the property that is involved in the lawsuit. Once the agreement is signed, Mr. Duellman will have 30 days to remove the fence/sign.

Roads/Bridges:

- **Discussion about LRIP:** Chairperson Adank is attending a meeting tomorrow to go through the LRIP project for 1.25 miles on Canada Ridge Road.

- **Driveway Permit Process:** Chairperson Adank put together a sample permit application and permit procedures documents for the board to review. The documents were a combination of the applications from Buffalo County and the Town of Belvidere. Belvidere charges $75 for a driveway permit and imposing a fee is something that the board can consider next month when it considers adopting the permit and process.

- **Updates on roadwork**: Paul Duellman will be purchasing some blacktop and gravel for Kennebeck Road. He also fixed Guenther Road and completed the final yearly mowing.

- **Pine Street:** Chairperson Adank spoke to Steve Duellman following the last meeting regarding the brush piles. Mr. Duellman stated that he planned to haul the brush piles out once he was done clearing. Concerns were raised about what Mr. Duellman was hauling into his land and burying. Chairperson Adank said that the town's concern centers around the roadway, not private property. Chairperson Adank plans to check in every few weeks.

- **Other Roadwork:** None.

Change Meeting Date: Chairperson Adank will be out of town on November 10th and would like to move the meeting to the 9th. Supervisor Jensen moved to change the November meeting date to November 9th. Supervisor Jandl seconded the motion. No discussion. Motion passed 3-0.

Announcements/discussion items: None.

Adjournment: Supervisor Jensen moved to adjourn the meeting. Supervisor Jandl seconded the motion. No discussion. Motion passed 3-0. Meeting adjourned at 6:55 p.m.

Minutes by Kalene Engel, Town Clerk

MINUTES OF THE TOWN OF MILTON
TOWN BOARD MEETING
NOVEMBER 9, 2021

Chairperson Ben Adank called the meeting to order at the Milton Town Hall, S2794 State Road 88, Fountain City, WI 54629 on November 9, 2021 at 6:00 p.m. with Supervisor Pam Jensen, Clerk Kalene Engel and Treasurer Jane Baures present. Supervisor Jeff Jandl was absent. Also present were five community members.

Informal Public Comment: None .

Bills: Bills were presented. Supervisor Jensen made a motion to approve payment of all bills submitted. Chairperson Adank seconded the motion. No additional discussion. Motion passed 2-0.

Approval of Minutes: Clerk Engel distributed the draft minutes from the October 13, 2021 Town Board Meeting prior to the meeting. Supervisor Jensen made a motion to approve the minutes as presented; Chairperson Adank seconded the motion. No discussion. Motion passed 2-0.

Approval of 2022 Budget: Supervisor Jensen made a motion to approve the 2022 Budget (attached). Chairperson Adank seconded the motion. No discussion. Motion passed 2-0.

Update on American Rescue Plan Funding: The estimate from Ron Speltz for a stick built shed is 10' x 14' is $13,400, which includes $840 for a slab; $530 for dirt work, a 4' door at $1,200, $6,700 for material and the rest for labor. The finished shed would have the same siding and would match the town hall. Discussion was held on other alternatives, including a prebuilt shed (for around $4,000) or storage container (at an unknown cost). No action was taken at this time. With respect to the already approved handicapped accessible door, Ron Speltz indicated that he was still waiting for parts.

Report on Small Community Forum Including Discussion of Prairie Moon: Chairperson Adank and Clerk Engel attended the Small Community Forum that was hosted by the City of Fountain City. There were several representatives from state entities associated with economic development. One of the issues that arose was that the Prairie Moon Museum could possibly be made more of a destination location. Clerk Engel will invite Marj Kammueller to a future meeting to talk about the history and current operation of the museum.

Report on .gov domain: The town's domain name is **www.townofmiltonwi.com.** We have applied for a .gov address for more security and are working with our website provider to change the domain name over. E-mail addresses will also be set up.

Update on Remonumentation: Buffalo County was agreeable to the sunset plan to have the project completed by 2025; however, they will not be able to have the contract signed before the end of the year. If this occurs, we would need to do a budget amendment to move the funds into another category.

Recycling/Garbage: No updates

Update on Indian Creek Road litigation: An agreement has been agreed to by all parties and the town has signed our portion of the agreement. The town is waiting for Mr. Duellman to sign his part of the agreement.

Roads/Bridges:

- **Discussion about LRIP:** There was an LRIP meeting last month. Chairperson Adank completed the LRIP request form and it will be voted on at the next meeting on November 15th. The approximate amount of LRIP funding is $14,900.

- **Driveway Permit Ordinance:** A draft of the ordinance was distributed in advance of the meeting. Supervisor Jensen moved to approve the ordinance. Chairperson Adank seconded the motion. No discussion. Motion carried 2-0. The town attorney recommended that we review and update the Roadway Ordinance and will have that available next month for consideration.

- **Updates on roadwork**: The culvert on Lower Eagle Valley Road is complete and looks great. The town paid $31,385.09 to Buffalo County in January of 2019 for the bridge petition.

- **Pine Street Subdivision:** An orange fence has been erected on the south side of the subdivision. Questions have been raised about the paving of the roadway. Chairperson Adank has indicated that the Town Board would want to see a plat of the area first.

- **Other Roadwork:** None.

Announcements/discussion items: None.

Adjournment: Supervisor Jensen moved to adjourn the meeting. Chairperson Adank seconded the motion. No discussion. Motion passed 2-0. Meeting adjourned at 6:31 p.m.

Minutes by Kalene Engel, Town Clerk

MINUTES OF THE TOWN OF MILTON
TOWN BOARD MEETING
NOVEMBER 9, 2021

Chairperson Ben Adank called the meeting to order at the Milton Town Hall, S2794 State Road 88, Fountain City, WI 54629 on November 9, 2021 at 6:00 p.m. with Supervisor Pam Jensen, Clerk Kalene Engel and Treasurer Jane Baures present. Supervisor Jeff Jandl was absent. Also present were five community members.

Informal Public Comment: None .

Bills: Bills were presented. Supervisor Jensen made a motion to approve payment of all bills submitted. Chairperson Adank seconded the motion. No additional discussion. Motion passed 2-0.

Approval of Minutes: Clerk Engel distributed the draft minutes from the October 13, 2021 Town Board Meeting prior to the meeting. Supervisor Jensen made a motion to approve the minutes as presented; Chairperson Adank seconded the motion. No discussion. Motion passed 2-0.

Approval of 2022 Budget: Supervisor Jensen made a motion to approve the 2022 Budget (attached). Chairperson Adank seconded the motion. No discussion. Motion passed 2-0.

Update on American Rescue Plan Funding: The estimate from Ron Speltz for a stick built shed is 10' x 14' is $13,400, which includes $840 for a slab; $530 for dirt work, a 4' door at $1,200, $6,700 for material and the rest for labor. The finished shed would have the same siding and would match the town hall. Discussion was held on other alternatives, including a prebuilt shed (for around $4,000) or storage container (at an unknown cost). No action was taken at this time. With respect to the already approved handicapped accessible door, Ron Speltz indicated that he was still waiting for parts.

Report on Small Community Forum Including Discussion of Prairie Moon: Chairperson Adank and Clerk Engel attended the Small Community Forum that was hosted by the City of Fountain City. There were several representatives from state entities associated with economic development. One of the issues that arose was that the Prairie Moon Museum could possibly be made more of a destination location. Clerk Engel will invite Marj Kammueller to a future meeting to talk about the history and current operation of the museum.

Report on .gov domain: The town's domain name is **www.townofmiltonwi.com.** We have applied for a .gov address for more security and are working with our website provider to change the domain name over. E-mail addresses will also be set up.

Update on Remonumentation: Buffalo County was agreeable to the sunset plan to have the project completed by 2025; however, they will not be able to have the contract signed before the end of the year. If this occurs, we would need to do a budget amendment to move the funds into another category.

Recycling/Garbage: No updates

Update on Indian Creek Road litigation: An agreement has been agreed to by all parties and the town has signed our portion of the agreement. The town is waiting for Mr. Duellman to sign his part of the agreement.

Roads/Bridges:

- **Discussion about LRIP:** There was an LRIP meeting last month. Chairperson Adank completed the LRIP request form and it will be voted on at the next meeting on November 15th. The approximate amount of LRIP funding is $14,900.

- **Driveway Permit Ordinance:** A draft of the ordinance was distributed in advance of the meeting. Supervisor Jensen moved to approve the ordinance. Chairperson Adank seconded the motion. No discussion. Motion carried 2-0. The town attorney recommended that we review and update the Roadway Ordinance and will have that available next month for consideration.

- **Updates on roadwork**: The culvert on Lower Eagle Valley Road is complete and looks great. The town paid $31,385.09 to Buffalo County in January of 2019 for the bridge petition.

- **Pine Street Subdivision:** An orange fence has been erected on the south side of the subdivision. Questions have been raised about the paving of the roadway. Chairperson Adank has indicated that the Town Board would want to see a plat of the area first.

- **Other Roadwork:** None.

Announcements/discussion items: None.

Adjournment: Supervisor Jensen moved to adjourn the meeting. Chairperson Adank seconded the motion. No discussion. Motion passed 2-0. Meeting adjourned at 6:31 p.m.

Minutes by Kalene Engel, Town Clerk

MINUTES OF THE TOWN OF MILTON
HEARING ON 2022 BUDGET
November 9, 2021

Chairperson Ben Adank called the meeting to order at the Milton Town Hall, S2794 State Road 88, Fountain City, WI 54629 on November 9, 2021 at 5:45 p.m. Six community members were present.

Presentation and discussion of the proposed 2022 Town of Milton Budget: Chairperson Adank and Clerk Engel presented the proposed 2022 town budget. Discussion was held on the budget.

Adjournment: Pam Jensen moved to adjourn the meeting. Rita Bechly seconded the motion. No discussion. Motion passed 6-0. Meeting adjourned at 5:49 p.m.

Minutes by Kalene Engel, Town Clerk

MINUTES OF THE TOWN OF MILTON
SPECIAL MEETING OF ELECTORS
November 9, 2021

Chairperson Ben Adank called the meeting to order at the Milton Town Hall, S2794 State Road 88, Fountain City, WI 54629 on November 19, 2021 at 5:49 p.m. Six community members were present.

Resolution to approve tax levy: Proposed Resolution No. 2021-02 to approve the 2021 tax levy was presented and reviewed. Pam Jensen moved to adopt the proposed resolution. Paul Duellman seconded the motion. No discussion.
6 Town electors voted aye
0 Town electors voted nay
0 Town electors abstained
Motion to adopt resolution passed.

Adjournment: Paul Duellman moved to adjourn the meeting. Rita Bechly seconded the motion. No discussion. Motion passed 6-0. Meeting adjourned at 5:49 p.m.

Minutes by Kalene Engel, Town Clerk

MINUTES OF THE TOWN OF MILTON
TOWN BOARD MEETING
December 8, 2021

Chairperson Ben Adank called the meeting to order at the Milton Town Hall, S2794 State Road 88, Fountain City, WI 54629 on December 8, 2021 at 6:00 p.m. with Supervisor Pam Jensen, Supervisor Jeff Jandle, Clerk Kalene Engel and Treasurer Jane Baures present. Also present were seven community members.

Informal Public Comment: None.

Bills: Bills were presented. Supervisor Jandl made a motion to approve payment of all bills submitted. Supervisor Jensen seconded the motion. No additional discussion. Motion passed 3-0.

Approval of Minutes: Clerk Engel distributed the draft minutes from the November 9, 2021 Budget Hearing, November 9, 2021 Meeting of Electors and November 9, 2021 Town Board Meeting prior to the meeting. Supervisor Jensen made a motion to approve the minutes as presented; Supervisor Jandl seconded the motion. No discussion. Motion passed 3-0.

Discussion of Prairie Moon Museum: Marj Kammueller provided the following information on the Prairie Moon Museum:

- It was built in 1927 and used as a dance hall until 1955. From 1955 until 1979, it was Herman Rusch's museum. Between 1979 and 2014, it was a dog kennel.
- In 2014, the museum was purchased by the Kohler Foundation (Ruth Kohler).
- Kohler Foundation spent a lot of money fixing up the museum and, as is typical for them, gave it away to a non-profit (in this case, the Town of Milton).
- There is an agreement that governs the relationship between the Town of Milton and Kohler Foundation regarding the Prairie Moon. If the Town of Milton ever doesn't want to own the property, it will go back to the Kohler Foundation and they will find another non-profit. Per the agreement, the Town of Milton and Fountain City Historical Society were supposed to maintain the property completely. Instead, the Town of Milton pays the insurance on the property and the Friends of the Prairie Moon 501(c)(3) arranges and pays for the care of the property.
- The Friends of the Prairie Moon has a large endowment fund which has allowed it to make improvements to the property over time, including repairing the flooring, painting and adding new windows and doors. Possible future improvements in 2022 include handicap accessible walkways and a prairie grass garden. The endowment fund is large enough that the interest could be used to pay for the upkeep on the museum.
- Prior to COVID, the museum was a stop for bus tour companies. Although there is no way to track the number of visitors, Marj believes they have had more visitors in the last two years (during COVID) that ever before. She feels this is because the museum is a safe place (outside and spread out). They receive $400-600 in donations each year.
- The museum (building) is open by appointment only. It contains a room dedicated to Herman Rusch, an antique fire truck, a whitetail deer and more sculptures by Fred Schlosstein. It is used for an annual quilt show. There's no hot water or heat/air conditioning. The toilet is an outdoor non-flushing toilet.

- The C-FC has always planted all the flowers in spring and also rakes the place in the fall. Friends of the Prairie Moon donates $600 for this labor. Cyrus Lawn & Landscape mows the grass at a cost of around $2,000 per year.
- The electricity is turned off and water drained on October 1st each year. Both are turned back on May 2st. CFC FFA has always planted all the flowers in spring. They turn off electricity and drain water 10/1 and 5/1. The electricity costs $50 per month from May 1st to October 1st, plus the hookup fee.
- Each year, the museum gets grants from the Kohler Foundation (around $2,000) and the RDK Foundation (Ruth D. Kohler). Ruth died in October, so it is unknown what future grants will be.
- Two documentaries and an a thesis were done with the Prairie Moon as the subject.
- Herman Rusch's granddaughters still visit the museum.
- Friends has not recently tried to offer events or programming at the Prairie Moon.
- Members of the town board plan to tour the museum in the spring.

Discussion of Request for Representative for C-FC School Advisory Team on Community Development: Sol Simon, a teacher at C-FC, former council member for the City of Fountain City and member of the C-FC School Advisory Team, is interested in talking with local town leaders and county officials about expanding housing opportunities in the area. The meeting will take place at C-FC School on January 18th at 3:30 p.m. in the High School Library. Chairperson Adank and Supervisor Jensen are interested in attending the meeting.

Citizen Request for Approval of Streetlight on Turton Drive: John Kafer, a resident who lives on Turton Drive, has requested to be allowed to place a street light on Turton Drive. Previously, there was a street light at that location, but a former resident had it removed. Mr. Kafer and his neighbor (Conrad) will pay for the light, installation and ongoing electrical costs/maintenance, so there will be no cost to the Town of Milton. Mr. Kafer has spoken the neighbors who would be affected by the light and they are all in favor of having the light. Riverland Energy will install the light, but needs permission from the town to do so. Chairperson Adank stated that this issue will be placed on the January 2022 agenda for approval. That will give any residents who may be opposed to the light and opportunity to come forward before or at the January meeting.

Appointment of Election Officials for the 2022-2023 Term: Supervisor Jandl moved to appoint the following individuals as election officials for the 2022-23 term: Jackie Killian, Beverly Engel, Penny Schmidtknecht, Nicki Adank, Emma Adank, Carri Renchin-Proulx, Sharon Kamrowski, Stephanie Foust, Michelle Huling-Halvorsen, Hale Madsen and Lee Bailey. Supervisor Jensen seconded the motion. No discussion. Motion passed 3-0.

Consideration of Operator's License Application of Mackenzie Robbins: Supervisor Jensen moved to approve the issuance of an Operator's License to Mackenzie Robbins. Chairperson Adank seconded the motion. No discussion. Motion passed 2-0, with Supervisor Jandl abstaining.

Discussion of Town Hall roof concerns: In November, Chairperson Adank reached out to Rural Mutual Insurance about possible hail on the roof. The inspector found no damage to the roof; however, he did find exposed, unse aled nails, which the inspector felt should be sealed to

prevent leakes. Chairperson Adank called Steve Duellman, who built the town hall, and he declined to caulk the nails, noting that he had been doing roofing for 40 years and has never caulked nails. Chairperson Adank then spoke to Ron Speltz about caulking the nails when he was here to do the handicapped accessible door.

American Rescue Plan Expenditures: The handicapped accessible door will be installed next Wednesday by Ron Spelz. Chairperson Adank ordered an programmable electronic keypad for the rear door that will connect to our wi-fi, to make it more convenient to grant access to the building for non-profit/community groups, as we have seen an increase in requests.

Report on .gov domain: Finalizing the .gov domain remains a work in progress. This will hopefully be resolved by the end of the year.

Update on Remonumentation: No update. The County Board Meeting is later this month.

Recycling/Garbage: The County has requested municipalities who participate in the county recycling program to sign the Contract to Designate Recycling Responsible Unit as Buffalo County. Supervisor Jandl moved to approve and sign the contract. Supervisor Jensen seconded the motion No discussion. Motion passed 3-0

Update on Indian Creek Road litigation: A final settlement agreement and deed has been signed, filed and recorded for the Indian Creek Road litigation. Total expenses incurred by the town for the litigation to have Steve Duellman move his sign and fence out of the road right-of-way including legal, survey and other fees, was $13,426.57.

Roads/Bridges:

- **Discussion about LRIP:** Chairperson Adank submitted the Canada Ridge Road project for LRIP funding. The project involved 125 miles of roadway at a total cost of $205,000. The application for LRIP funding is only for a portion of the hot mix. The expected LRIP allocation is $15,000. The County will be filing applications with the state for the funding; the Town of Milton should receive notification in the spring.

- **Roadway Ordinance:** The drafting of the Driveway Ordinance (approved during the November 2021 meeting) prompted Attorney Loberg to suggest that the existing roadway ordinance be updated. Copies of the proposed Ordinance 2021-23 were distributed to board members in advance of the meeting. Highlights of the ordinance include a requirement for a four rod road (66'), with 2" of blacktop to a width of 22 feet. Supervisor Jandl made a motion to repeal the existing roadway ordinance, Ordinance #1. Supervisor Jensen seconded the motion. No discussion. Motion passed 3-0. Supervisor Jandl made a motion to pass the proposed roadway ordinance, Ordinance 2021-23: Ordinance to Establish Road Construction Standards. Supervisor Jensen seconded the motion. No discussion. Motion passed 3-0.

- **Updates on roadwork**: The first snowfall happened yesterday.

- **Pine Street Subdivision:** Cleanup of the trees that were felled has not occurred. Steve Duellman informed Chairperson Adank that he was waiting for someone to take some of the wood for firewood. Chairperson Adank informed Mr. Duellman that he wanted the debris cleaned up before the end of the year. Chairperson Adank noted that the town board will be monitoring Mr. Duellman's adherence to his previous promises regarding the work done in the subdivision and will be exercising extreme caution in future dealings should previous promises not be followed.

- **Other Roadwork:** None.

Announcements/discussion items: None. Supervisor Jensen inquired whether the mobile home and fence next to the Road House Bar had the proper permits. Chairperson Adank suggested that she contact Buffalo County Zoning.

Adjournment: Supervisor Jensen moved to adjourn the meeting. Supervisor Jandl seconded the motion. No discussion. Motion passed 3-0. Meeting adjourned at 6:56 p.m.

Minutes by Kalene Engel, Town Clerk