

Regular Town Board Meeting
MINUTES
Town of Armstrong Creek
Armstrong Creek, WI 54103
April 12, 2021

Chairperson Barbara Barker called to order the Regular Monthly Board Meeting
at 6:00 p.m. on April 12, 2021.

Present

Chairperson Barbara Barker, Supervisor Bonnie Pycrz, Clerk/Treasurer Chris Frydrych and newly-elected Supervisor Bob Janczewski were all in attendance.

The first item of business was the swearing in of the newly-elected town board officials. Chairperson Barker read each individual oath to first Robert Janczewski, Bonnie Joe Pycrz, and Christine Frydrych. Bonnie Pycrz administered the oath to Barbara Barker and each elected official repeated the oath.

1) Approval of Agenda

- Chairperson Barker asked for a motion to approve the April 12, 2021 agenda. Bonnie Pycrz made that motion and Barbara Barker seconded. Motion was carried.

2) Approval of Minutes

- Bonnie Pycrz made a motion to approve the minutes from the March 15, 2021 Regular Town Board Meeting and Barbara Barker seconded that motion. Minutes were approved.

3) Citizens Input

- No citizens input

4) Communications

- Chris reported that she received a letter reminding each town that aside from the Potawatomi grant associated with their festival, the tribe has a website where any town can go to apply for money. Bonnie explained that the tribe has money allotted for donations and this is what the letter refers to.

5) Treasurer's Report

- Chris Frydrych gave the treasurer's report. It was reported that March receipts were \$6,234.64 and March disbursements were \$27,024.35 leaving a balance in the General Fund of \$88,219.12. Bonnie Pycrz made a motion to accept the treasurer's report and Barbara Barker seconded that motion. Treasurer's report was accepted and approved.

6) Profit & Loss Report

- Chris submitted the March 2021 Profit and Loss Budget Report to each board member. Bonnie made a motion to accept the Profit & Loss Report and Barbara Barker seconded that motion. Motion carried.

7) Application for Culvert Grant

- Steve Kircher and Chris Collier from Trout Unlimited were scheduled to attend today's meeting to explain the grant process for replacing the culvert on Engelking Road. They were unable to attend today and would try to attend the May meeting. The grant deadline is in September.

8) Road Work on Private Property

- Gerry Gudowicz asked if the town would do some road work for him. Barbara Barker reported she consulted with the WTA and they said doing work for private owners was not allowed. It was stated that any service that would take business away from private enterprise is not allowed.

9) ITDRC/Project Connect

- Samantha Smith and Rebecca Livick presented ideas on their goal to create free public internet access for those who do not have it available to them. They will be working to bring this to areas in Armstrong Creek. They brought information to the board for approval to go ahead with their plans. Bonnie made a motion to fill out the paperwork to get this plan in the works. Barbara Barker seconded that motion. Motion carried.

10) Rescue Squad Update

- Tom Kessel was scheduled to discuss rescue squad updates. He was not present.

11) Permission to David Kowalkowski

- James reported that Dave Kowalkowski requested permission to bore under Fatla Road for a sap line. Dave is still doing research regarding the feasibility of this, and when he gets all the facts he will report back to the board with his findings regarding the specific method he wants to use to proceed with the project. Chairperson Barker made a motion to give permission to David Kowalkowski to bury a sap line under Fatla Road with the stipulation that he pay for all costs incurred with that project. Bonnie seconded the motion. Motion carried.

12) Sale of Town Property

- Bonnie made a motion to rescind all previous motions regarding the sale of land on South Hilbert Drive, and recommended discussion regarding the sale will be held at the annual meeting on April 20, 2021. Barbara Barker seconded that motion. Motion carried.

13) AARP Grant

- Bonnie reported that because of time restraints, she made changes to the original grant request to replace windows in the Community Center, to now consist of making the two front doors of the Community Center automatic and handicap accessible, to replace the concrete ramp in the front of the building, and to add a concrete sidewalk to the west side of the building. The amount will be approximately \$15,000 and she will submit that before the deadline.

14) Potawatomi Grant

- Bonnie recommended we make a decision regarding what we would use the \$10,000 grant for and then put together a proposal to explain our plans, which would then be submitted to the Potawatomi with our request. Members of the Board would be required to attend the Festival and set up a display. Ideas for the money were discussed including a water supply to the garage or repairs to the garage roof. Those suggestions will be considered and a resolution listing our specific plans will be drafted and brought to the May meeting for discussion, after which a decision will be made in order to meet the May 28, 2021 application deadline.

15) 5-Year Road Plan

- James will continue to work on the plan and will try to have it finalized by the May meeting. He reported on several projects that are included in the plan and others that will be revised/added to complete it.

16) Update/Revision of Comprehensive Plan

- Barbara reported that she is working with Wally Leja to complete the revisions and will bring it up again at the May meeting.

17) Stanley Borzecki Road Update

- Chairperson Barker has been working with the Register of Deeds to find all facts regarding the ownership of the land before any decision can be made and will report on the matter at the annual meeting.

18) Updated Pay Sheet

- Bonnie updated the existing pay sheet to make it easier for town employees to record their hours and duties. A few adjustments will be made before it is finalized and used.

19) Welcome Signs

- James is working to come up with locations for new Armstrong Creek welcome signs. Ted Pasternak has submitted examples of his work for the signs. Prices for those would range from \$300 to \$600 depending on the materials used. Other ideas were suggested and a final decision will be made in the near future. Bonnie made a motion to pursue getting funds from various organizations to purchase welcome signs. Barbara Barker seconded that motion. Motion was carried.

20) Application for Town Credit Card

- Paperwork was given to the clerk to fill out and submit to the Laona State Bank requesting a credit card to be used for town purchases. Christine Frydrych and James Kowalkowski would be granted permission to use the card with specific guidelines including the clerk needing approval for purchases over \$200 and for the road boss that amount would be over \$600. It was decided there must be receipts for all purchases and the balance must be paid off every month.
- Chairperson Barker reported that the WTA suggested we come up with specific guidelines regarding use of the card and those will be drafted and brought to the next meeting for approval by the board.

21) Pay April Vouchers

- All vouchers were reviewed. Bonnie Pycrz made a motion to approve the April vouchers, and Barbara Barker seconded. Motion was carried and vouchers were approved for payment.

Portfolio's Discussion/Action

a) Roads and Equipment

- James Kowalkowski reported road limits are still in effect.
- James reported that the Wabeno truck will be going in for routine servicing and also replacement of the damaged seat.

b) Community Center

- Barbara reported on the progress of repairs on the building. Finding matching brick was a reason for a slight delay. Matching brick was found but in the meantime changing to "Smart siding" was brought up. There would be a savings in doing this and that savings could be utilized for upgrades to the electrical service in the building as well as other areas needing upgrading. Bids for electrical work, replacing other equipment, and replacing the concrete apron leading up to the front doors were some things that would be considered. More research will be done before a decision is made on any changes.
- Barbara Barker brought up the rental contract and suggested we go over it and make revisions. Discussion was held and it will be revisited again.

c) Garbage

- Schedule for Spring Cleanup was discussed. Bonnie will schedule a date with Great American Disposal for the spring cleanup on Memorial Day weekend.

d) Cemetery

- James reported the cemetery looks good and not much work is needed.
- Part-time worker Ron Danielczak asked if a certain weed killer could be used around the headstones, but it was decided that would not be approved.

22) The May 2021 Regular Town Board Meeting which will be May 17, 2021 at 6:00 p.m.

23) Motion to Adjourn made by Bonnie Pycrz seconded by Barbara Barker. Motion carried. Chairperson Barbara Barker adjourned the meeting at 7:30 p.m.