

1 **Proceedings of the Town of Pine Lake Board Meeting held on December 20, 2006, at 6:30**
2 **P.M., in the Pine Lake Community Building, 5413 River Road, Fire Department Room**
3 **# 1.**
4

5 Notice of meeting was posted in three (3) locations within the Township of Pine Lake according
6 to Wisconsin Statutes. Meeting was also posted on www.townofpinelake.com
7

8 **PRESENT:** Chairman Jim Flory, Supervisors Richard Hunter, Brian Gehrig, Timothy
9 Oestreich, and Charlie LaHam, Treasurer Judith Ring and Clerk Cindy Skinner.
10

11 Chairman Flory called the meeting to order at 6:30 P.M. Motion by Richard Hunter to approve
12 the agenda, second by Charlie LaHam. Motion carried by voice vote of 5 ayes and 0 no.
13

14 Motion by Charlie LaHam to approve the minutes of the November 15, 2006, Town Board
15 Meeting, second by Brian Gehrig. Motion carried by voice vote of 5 ayes and 0 no.
16

17 Motion by Brian Gehrig to approve the minutes of the ~~November 15, 2006~~, December 4, 2006,
18 Town Board Meeting, second by Charlie LaHam. Motion carried by voice vote of 5 ayes and 0
19 no.
20

21 Treasurer's Report. Book Balance - 10/31/2006 - \$181,451.01. Receipts - \$120,425.45.
22 Disbursements - \$39,891.78. Book Balance - 11/30/06 - \$261,984.68. Checking Account -
23 \$120,959.89. Money Market Account - \$55,888.37. Peoples State Bank CD - \$64,632.31.
24 Mid-Wisconsin CD - \$20,504.11. Bank Balance - 11/30/06 - \$261,984.68.
25

26 Citizens Concerns. None
27

28 David Renaud from REI representing Dixie Nieuwenhuis and Dawn Eckert for approval of a
29 Certified Survey Map Land Division, part of the SE ¼, SW ¼, S19,T37N,R9E, Town of Pine
30 Lake, on Forest Lane. Plan Commission recommended approval. Motion by Tim Oestreich to
31 approve the above described Certified Survey Map, seconded by Jim Flory. Motion carried by
32 voice vote of 5 ayes and 0 no. Survey map was signed.
33

34 Terry Williams from the City of Rhinelander reviewed changes to the 2007 Contract for the
35 Uniform Dwelling Code Inspections. Added a permit fee for some additions that are larger than
36 existing structures in the amount of \$350. Added \$1.00 for the increase in the cost of state
37 seals. Added a charge for inspection of electrical as WPSC is now requiring inspections for
38 service upgrades. That amount is \$35.00. Added an early start permit fee for footings and
39 foundations only of \$32.50. In 2006, there were 12 new homes in the Town of Pine Lake with
40 an average of nine inspections per dwelling. Motion by Charlie LaHam to approve the 2007
41 contract for UDC Inspections as presented, second by Richard Hunter. Motion carried by voice
42 vote of 5 ayes and 0 no.
43

44 Operator's License Applications. Clerk Skinner reported on background checks and other
45 requirements for each applicant.

46 Steve Lurvey - Motion by Brian Gehrig to approve, second by Tim Oestreich. Motion carried by
47 voice vote of 5 ayes and 0 no.

48 Tracey A. Payne - Motion by Tim Oestreich to approve, second by Brian Gehrig. Motion carried
49 by voice vote of 5 ayes and 0 no.

50 Tara Layton - Motion by Charlie LaHam to approve, second by Tim Oestreich. Motion carried
51 by voice vote of 5 ayes and 0 no.

52 Wendy Swett - Motion by Tim Oestreich to approve, second by Charlie Laham. Motion carried
53 by voice vote of 4 ayes and 1 no (Brian Gehrig).

54 Alan Barbian - Motion by Richard Hunter to approve, second by Jim Flory. Motion carried by
55 voice vote of 5 ayes and 0 no.

56 Judy VanDyke – Motion by Richard Hunter to approve, second by Charlie LaHam. Motion
57 carried by voice vote of 5 ayes and 0 no.

58 Jacob Kuehn – not all requirements met, so Provisional License was requested until completed.
59 Motion by Charlie LaHam to approve a Provisional License, second by Richard Hunter. Motion
60 carried by voice vote of 5 ayes and 0 no.

61 Janey DeShaney – not all requirements met, so Provisional License was requested until
62 complete. Motion by Brian Gehrig to approve, second by Jim Flory. Motion carried by voice
63 vote of 5 ayes and 0 no.

64

65 Update on enforcing operator’s licensing. WTA attorneys were contacted to find out who was
66 responsible for enforcing the licensing law and was told that the local sheriff was the one to
67 contact. Cindy Skinner spoke with the sheriff and deputy in charge of checking local taverns,
68 etc. They don’t usually check for operator’s licenses but would be happy to do so if requested.
69 Clerk requested that it be done on a periodic basis more for keeping owners aware that there is
70 someone checking up on the regulations.

71

72 Spider Lake Road update. Bruce Mikkelson from the Boy Scouts and their attorney had been
73 contacted. Nothing as of meeting.

74

75 Parking of vehicles at community building and other Pine Lake property update. The
76 committee did not meet. The clerk had sent a certified letter to Sam Michel, but it was
77 returned to the clerk undelivered. Clerk to resend the letter by regular mail. Brian Gehrig and
78 Jim Flory to follow-up with signs.

79

80 Town Property and Liability Insurance. Charlie LaHam explained property insurance and
81 suggested \$1,000 deductible with a savings over three years to be \$1,050. He will contact the
82 insurance company to go ahead with steps to determine final amounts.

83

84 Balsam Prairie Mobile Home Park and personal property taxes and parking fees. County
85 informed town that it could not restrict Conditional Use Permit for personal property tax
86 collections. County approved the CUP with requirements of a cul-de-sac or turn around and
87 road widening per Matt Matteson after he had talked with Steve Ostermann prior to meeting.

88

89 Purchase of a tractor as a joint effort with the Hodag Snowmobile Club. Brian Gehrig
90 explained situation and suggested meeting with the snowmobile group to talk about options.
91 Richard Hunter suggested that John Stevens of the town crew be included. Highway
92 Maintenance Committee to meet with snowmobile club.

93

94 Plan Commission chairman increase in per diem pay. Motion by Brian Gehrig to increase the
95 Plan Commission chairman per diem from \$25 to \$50 and retroactive to January, 2006, second
96 by Jim Flory. Motion carried by voice for of 5 ayes and 0 no.

97

98 Pay increase for Alternate Chief Inspector. Motion by Charlie LaHam to increase pay by \$1.00
99 per hour from \$8.00 to \$9.00, second by Brian Gehrig. Motion carried by voice vote of 5 ayes
100 and 0 no.

101

102 Due to an oversight at the Budget Hearing earlier in the month, the Constable salary was not
103 increased with the other elected officials. Motion made by Jim Flory to pay the constable \$10
104 per animal taken to local animal shelter from April, 2007 through April, 2009, second by
105 Charlie LaHam. Motion carried by voice vote of 5 ayes and 0 no.

106

107 Appointment of Election Inspectors for 2007. Explained that new legislation has required a
108 change as to when inspectors are to be appointed. At the end of 2007, they will be reappointed
109 for the regular two year term. Education for the Chief Inspector will be good for these three
110 years only and then will return to a two year cycle. Clerk presented the following for

111 appointment: Elizabeth (Betty) Hargraves, Chief Inspector, and Pamela Werner, Registration
112 Deputy and Alternate Chief Inspector. Election Inspectors – Mary Haenel, Sieglinde (Rosalie)
113 Collins, Mary Johnson, Val Rhode, Elizabeth Schwarz, Rosalie Skinner, Jodie Stefonek, Joan
114 Stefonek, Marilyn Tober, Charlotte Wilcox, Beverly Wilmot, Carol Miller, William Miller. Motion
115 by Richard Hunter to appoint the above list, second by Charlie LaHam. Motion carried by voice
116 vote of 5 ayes and 0 no.

117
118 Increases to fees for Alcohol, Operator and Cigarette Licenses referred to the Ordinance Review
119 Committee.

120
121 Request from clerk to remove and dispose of old equipment (with hard drives removed) from
122 town hall storage room. Motion by Brian Gehrig to approve removal, second by Charlie LaHam.
123 Motion carried by voice vote of 5 ayes and 0 no.

124
125 Accident report. December 14, 2006, town truck was hit by another vehicle. Crew repaired
126 minor damage to the truck at cost of \$241.71. Brian Gehrig had strongly recommended that
127 Steve Biesik, driver of the truck, go in for a drug/alcohol test immediately due to regulations of
128 CDL license, which he did. Report came back negative. Suggestion made to have either a
129 written policy or checklist for drivers to use for procedures following an accident. Referred to
130 Highway Maintenance Committee to develop. Will incorporate same guidelines into Fire
131 Department.

132
133 Budget Resolution #3-2006 as read and made a part of these minutes to transfer \$13,774.37
134 from various accounts to balance the budget. Motion by Tim Oestreich to approve Resolution
135 #3-2006, second by Richard Hunter. Motion carried by voice vote of 5 ayes and 0 no.

136
137 Communications. Clerk shared costs incurred for September and November elections,
138 machine failure for third time and a lawsuit being filed against the state involving companies
139 selling the machines. Berkebill permit approved by county. Forest Crop withdrawals as
140 received from the state. Letter from Waste Management with increase per household for 2007
141 from \$5.34 to \$5.50.

142
143 Fire Department (Brian Gehrig) reported five fire calls and thirteen EMS calls.

144
145 Plan Commission (Tim Oestreich) reported that amended Subdivision Ordinance was finished
146 and zoning classifications were almost final.

147
148 Library report by Nancy Vevea. Overall circulation was up 5% but Pine Lake was down 1%.
149 Young adult program going very well. Outreach Program increased from 400+- to 680+-.
150 Wireless internet now on due to grant money received. Thanked board for their hard work for
151 Pine Lake.

152
153 County Supervisor – Matt Matteson thanked Nancy Vevea for her work on the library board.

154
155 Motion by Brian Gehrig to approve the November vouchers, second by Richard Hunter. Motion
156 carried by voice vote of 5 ayes and 0 no.

157
158 Next meeting set for Wednesday, January 17, 2007, at 6:30 p.m.

159
160 Motion by Charlie LaHam to adjourn, second by Brian Gehrig. Motion carried by voice vote of
161 5 ayes and 0 no.

162
163 Meeting adjourned at 8:25 p.m.

164
165 Submitted by
Cindy Skinner, Clerk