

**NOTICE: DRAFT MINUTES - subject to change, pending final approval by the Town Board**

**TOWN OF WALWORTH REGULAR BOARD MEETING**

**THURSDAY, FEBRUARY 22, 2018 BOARD MEETING @ 5:00 PM**

**W6741 BRICK CHURCH ROAD, WALWORTH, WI**

- 1) PLEDGE OF ALLEGIANCE
- 2) CHAIRPERSON ROWBOTHAM CALLED THE MEETING TO ORDER @ 5:00 PM
- 3) ROLL CALL - DAVID ROWBOTHAM, STEVE SANTELER, BILL PEARCE, MARIE BAKER AND ERIC STERKEN – Present; 0 audience member(s)
- 4) MEETING PROPERLY POSTED - Yes
- 5) AMEND AGENDA/APPROVE AMENDMENTS(S) – No Amendments
- 6) APPROVE MINUTES OF JANUARY 9, 2018 BOARD MEETING – Santeler motion to approve minutes as presented/Pearce 2<sup>nd</sup>; carried 3-0
- 7) PLAN COMMISSION REPORT – No February meeting
- 8) PUBLIC COMMENTS – None
- 9) SHERIFF LIAISON – SERGEANT JOSH STAGGS [jstagg@co.walworth.wi.us](mailto:jstagg@co.walworth.wi.us) – out of town
- 10) NEW BUSINESS
  - A) Amend Policy For Board/Plan Commission, Committee Members Meeting With Persons/Constituents Individually Outside Of Meetings – Santeler motion to approve amended policy/Pearce 2<sup>nd</sup>; carried 3-0
  - B) Short Term Rental Procedure – Discussed briefly
  - C) Notification Policy for Ordinance/Resolution Violation(s) - Santeler motion to approve/Pearce 2<sup>nd</sup>; carried 3-0
  - D) Pay Cycles – Leave them as they are now and for the Board leave quarterly and wait to see if ETF is ok with that otherwise pay Board semi- annually
- 11) UNFINISHED BUSINESS:
  - A) Town Of Walworth Emergency Management Plan 2017 - Leave on Agenda
  - B) Fire Department And Emergency Medical Services Contracts - Board will put questions together - Leave on Agenda
  - C) Public Nuisances Ordinance No. 12-12-17 Fees - Leave on Agenda
  - D) Amend Fee Schedule - Leave on Agenda
  - E) Citation Ordinance - Leave on Agenda
  - F) Room Tax - Leave on Agenda
- 12) TOWN HALL FACILITY, EQUIPMENT AND VEHICLES – Everything is good
- 13) ETZ REPORT: No Meeting
- 14) BOARD REPORTS
  - A) CLERK-TREASURER’S REPORT– DISCUSSION & APPROVAL – Pearce motion to approve report/Santeler 2<sup>nd</sup>; carried 3-0
  - B) SAFETY UPDATE (Santeler) – DISCUSSION & MONTHLY REPORT – Report was emailed to the Board.
  - C) BRICK CHURCH CEMETERY REPORT and ROAD CONDITIONS (PEARCE & STERKEN) - DISCUSSION OF PROJECTS & STATUS OF CEMETERY AND ROADS – Sterken is meeting with contractors to see what to do on road work and waiting to hear back on TRID Grant, Pearce announced receiving Six Corners Road Letter of Understanding from Kikkoman, Sterken is ok to post road weight limits on Monday, February 26.
- 15) FUTURE AGENDA ITEMS – District Administrator Doug Parker and Leave on Agenda items above

- 16) SCHEDULE NEXT REGULAR MEETING: Tuesday, March 13, 2018 @ 5:00 PM
- 17) REVIEW AND APPROVE BILLS FOR PAYMENT – Pearce motion to approve bills as presented excluding Segal Refund Check wait for letter from Bank/Santeler 2<sup>nd</sup>; carried 3-0
- 18) ADJOURNMENT – Santeler motion to adjourn @ 6:10 pm/Pearce 2<sup>nd</sup>; carried 3-0

MINUTES SUBMITTED BY: Marie Baker, Clerk/Treasurer

DATED: March 13, 2018

APPROVED:

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David J. Rowbotham, Chairperson