

TOWN OF WOODRUFF
REGULAR TOWN BOARD MEETING
MINUTES
January 24, 2017

This Regular Town Board Meeting was noticed according to State Statute 19.84. Posted as required by law, news media notified. Board members present were Chairman Michael Timmons, Supervisors George Zoch, Shirley Jacoby and Barry Seidel, Jr. Ed Richardson was excused. Also present were Clerk Kim Albano, Police Chief Leonard Drewsen, Road Crew Chief Michael Pockat, James D. Rein ~ Wilderness Surveying, Jeremy Ceranski and Abbey McEnroe~ Lakeland Times.

Chairman Timmons called the meeting to order at 6:00 p.m.

Motion by Zoch; seconded by Seidel, to approve the agenda with the order of the agenda items at the Chair's discretion. All board members present voted aye; Motion Carried.

Motion by Jacoby; seconded by Zoch to approve the minutes of January 10, 2017 Regular Town Board meeting as corrected. All board members present voted aye; Motion Carried.

WELCOME AND INTRODUCTION OF GUESTS None

CORRESPONDENCE Clerk Albano read correspondence from Security Health Care regarding an error in communication to employees related to the deductible explaining that a new letter would be distributed with the correct deductible amounts. Albano also advised that there will be a credit by March for the overages being charged on the Security Health invoices.

ITEMS FOR DISCUSSION/POSSIBLE ACTION

1. THE WEST ½ OF LOT 3 AND ALL OF LOTS 4 & 5 BLOCK 1 OF ROSE BROWN'S FIRST ADDITION TO THE VILLAGE OF WOODRUFF BEING PART OF GOV'T. LOT 1 SECTION 1, T39N, R6E- REQUEST FOR TOWN TO TAKE OWNERSHIP James Rein of Wilderness Surveying advised the board that his client, Jeremy Ceranski, is interested in dedicating a four foot wide strip of sidewalk to the Town of Woodruff in order to do a boundary reconfiguration for three existing parcels by certified survey map. Approximately one foot of his strip is currently part of town right-of-way. Rein advised that by deeding the four foot sidewalk to the town, it won't be encroaching on the property. Chairman Timmons stated that he did not know why the town would want to take this four foot strip of land off the tax rolls. Timmons advised that he shared the information with the Department of Transportation due to State Highway 47 being their jurisdiction, although the Town of Woodruff does still own the property. Timmons also had concerns with the confusion of the mapping of the remaining sidewalk, platted in the 1970's, and recommended the board wait to act until they had all the answers. The board reviewed the map. Discussion followed. Motion by Seidel to accept the survey as platted by Wilderness Surveying and that the Town of Woodruff will take ownership by accepting the Quit Claim Deed from the property owner for the out lot that is created by the offset indicated by the certified survey map. Seconded by Jacoby. All board members present voted aye; Motion Carried.
2. SALT SHED UPDATE Nothing to report at this time. No action taken.
3. MID LAKE ROAD UPDATE Nothing to report at this time. No action taken.
4. STREET LIGHT AT TOWN HALL ENTRANCE- UPDATE Timmons stated that Shawn Tingley of Wisconsin Public Service placed a new red stake marking the appropriate location of the light pole on town property, which is at the edge of the town parking lot. It had been originally marked to be

located on DOT right-of-way. Discussion followed. Motion by Seidel to approve placement of the light pole as presented by the location of the red stake. Seconded by Jacoby. All board members present voted aye; Motion Carried.

5. EMC INSURANCE DRIVER SAFETY PLAN RECOMMENDATIONS Chairman Timmons advised that after the audit, he received an e-mail recommending the departments complete a best practices guide for fleet safety for development plan. Timmons advised that the departments comply with all of the recommendations, except for checking driver's licenses annually and keeping written records that match the insurance company's paperwork. Discussion followed. Motion by Seidel to authorize Chairman Timmons to sign stating that we have a plan in place and offer the insurance company to inspect the plan at anytime. Seconded by Zoch. All board members present voted aye; Motion Carried.
6. EMPLOYEE HANDBOOK Timmons advised that the handbook had been distributed to the board for review. Jacoby and Seidel would like to review performance bonuses in the future. Timmons stated that the handbook is a work in progress and can be changed at anytime. Motion by Zoch to approve the employee handbook with the changes approved at the Regular Town Board meeting on January 10, 2017 and with the addition of an approval date of January 24, 2017. Seconded by Seidel. All board members present voted aye; Motion Carried.
7. FUTURE AGENDA ITEMS Salt Shed, Mid Lake Road, Cyber Insurance, Squad Bids.
8. PUBLIC COMMENT RELATED TO ABOVE AGENDA ITEMS None
9. ADJOURNMENT Motion by Zoch to adjourn. Seconded by Jacoby. All board members present voted aye; Motion Carried. Meeting adjourned at 7:00 p.m.

/s/Kim Albano
Town Clerk

Approved: ____ February 14, 2017 ____