

**Minutes of the
February 5, 2024 Winchester Town Board Meeting**

Chairman Discianno called the meeting to order at 6:00PM on Monday February 5, 2024 at the Winchester Town Hall and via Zoom. Chairman Discianno, Supervisor Grimmer, Supervisor Newton, Treasurer Sell in attendance with Clerk Wainio participating via Zoom.

Supervisor Grimmer made a motion to approve the agenda at the discretion of the Chairman. The motion was seconded by Supervisor Newton and approved on a 3-0 vote.

Supervisor Grimmer made a motion to approve the minutes of January 8, 2024 regular monthly meeting... Mr. Newton seconded the motion which was approved 3-0.

Mr. Discianno made a motion to approve the Treasurer's report as given. Mr. Newton seconded the motion, and the motion was approved unanimously.

CLERK'S REPORT

Preparing for election season including training of chief inspectors, payroll reports and filings, posting the public hearing, preparing and filing W-2s, 1099s; filing Workman's Comp Audit; and reconciling the Fire Department's bank accounts

CHAIRMAN & SUPERVISORS REPORTS:

Chairman Discianno: Reminded everyone about the Wake Boat Hearing Saturday 2/10 a fundraiser for Winchester Volunteer Fire Fighter Matt Schmidt; both Vilas County and the Town are monitoring frost levels for weight restrictions on County & Town roads. Mr. Grimmer re-visited the idea of requesting the county to include County W in the list of roads with temporary weight restrictions in the future noting he does not want to let this slide. The front-end loader went in for installation of the broom attachment and angle blade. A severe oil leak was detected and will be repaired at a cost of approximately \$6300, but the Town will only be responsible for \$2100. Mr. Discianno sent a letter to the person accused of violating the Town Lighting Ordinance, Bill Sell made a trip to Green Bay to see how the build of the plow truck is progressing, hopefully it will be completed by the end of February. The new EMS District met and ironed out their By-Laws. Another meeting will be held 2/12 at the Boulder Junction Town Hall. Bill Sell provided Marion Body with specs for the new Fire Truck for additional pricing. No new information on the brusher repairs. Mr. Discianno provided Vilas County Zoning with the Town's comments regarding the requested Zoning change by Chuck Kramer for property off County K. The Wilderness Pedalers are applying for a grant to cover the cost of a feasibility study for 2 different routes to connect Presque Isle with Winchester. Due to the lack of snow, the Town Crew has only plowed 4 times so far. Last year they plowed 37 times during the season.

Supervisor Grimmer: The Broadband Committee is working with Brightspeed and Charter to determine if there is any way to include the addresses outside of the area currently covered in this project.

Planning Commission: Set up a task group to work on the Room Tax permitting and reporting processes.

Lakes Committee: Held a planning meeting with Jamie Van regarding the planned studies for the upcoming season and potential needs for the Lakes Associations to step up with financial assistance to the Town for this work.

Supervisor Newton: Attended the public hearing in Eagle River re. the re-zoning request by Mr. Kramer. The Zoning Committee is forwarding this request to the entire Vilas County Board with a recommendation to approve. Mr. Newton will work with the Fire Department Treasurer to obtain additional information on the Fire Department finances.

CORRESPONDENCE

Rick Clem supplied the Town with information regarding a continuing ed class his firm held for electricians to fulfill state requirements. A pavement seminar will be held in Green Bay by Wisconsin Asphalt Pavement Association. The Town of Tomahawk held an ATV Poker Run to help the businesses hurt by the lack of snow. Mr. Grimmer received an email requesting the status of Broadband upgrades.

PUBLIC COMMENT: None.

OLD BUSINESS

1) *Road/Lane name changes:* None to report.

2) *Building Maintenance Repair Projects:* Adams Generator of Hazelhurst contacted the Town re. maintenance of our generators. Mr. Discianno will contact Bo Jenness to see if he is interested in taking this maintenance over again. Mr. Jenness installed the generator at the Town Hall and was performing the maintenance until his business was purchased by Adams Generator. Recently Mr. Jenness left Adams Generator and is operating on his own again. Connelly Caretaking is proposing to continue grounds caretaking as before and adding care of the gardens at the library for an additional \$5,000. This

proposal will require a new contract be considered as an agenda item in the future. Ron Behnke will give the Town an estimate to install the additional sheet metal on the East side of the Town Garage.

3) *Information Technology Update:* Mr. Newton checked on the current Library Network Badger Link internet service. It is possible to purchase a wireless access point for the Community Room at \$250.00, which would allow us to cancel the current internet service with Brightspeed. Mr. Newton will contact Brightspeed to ascertain the cost of telephone service without the internet to determine the economic feasibility of this proposed change and verify that the new service will include outside internet access for the parking lot and garden.

4) *StarLink for the Town Hall, Fire Department & Transfer Site:* Mr. Discianno made a motion to purchase and install the equipment for a 30-day trial of StarLink internet for the Fire Department and Town meeting room only at this time. The purchase will be made utilizing the Town credit card and the cost will be reimbursed by a community donation. Mr. Newton will donate his time to install the equipment. Mr. Grimmer seconded the motion, and it was approved 3-0

5) *Turtle River Dam Repairs:* Janke Contractors provided Mr. Discianno with an estimate of almost \$30,000 to complete the necessary repairs. Half of the cost should be covered by Vilas County under the culvert/small bridge program. Mr. Discianno contacted Routsala Concrete of Ironwood for an additional estimate. Routsala will provide the Town with their bid.

6) *Town Website:* Mr. Newton contacted three different parties including our current vendor and feels WebWork Life is the best option and will improve the current site, but we need to be certain all the historical information is transferred. Mr. Discianno made a motion to contract with WebWork Life to revamp the Town website including transfer of all historical data including minutes currently on the website. Mr. Grimmer seconded the motion, and it was approved 3-0

7) *Town Logo Project with NLES:* Will hopefully have ideas by March. John will contact the school for suggestions of appropriate prizes. Dick Logan suggested possibly making a donation to the 8th grade class trip.

8) *Planning Commission applications:* One application was received from Michael J. Potts. Mr. Grimmer noted that he is not comfortable working with Mr. Potts and Mr. Newton indicated hesitancy since Mr. Potts was not available to answer questions. Mr. Discianno made a motion to not accept Mr. Potts application which was seconded by Mr. Grimmer and approved 3-0.

9) *New Conference Table and Chairs for Town Hall Meeting Room:* Mr. Discianno made a motion to bring in a sample heavier duty stackable chair like our current chairs and a table that can be configured in different ways for consideration and return the chair and or table if they are not acceptable. Mr. Grimmer seconded the motion, and it was passed on a 3-0 vote.

NEW BUSINESS.

1) *Culvert/Small Bridge Program by WisDOT:* Our road consultant Delmore will work with the Town on this project. Hopefully the Turtle River Dam/bridge will fit into this project and provide additional funding to assist in repairs/upgrades.

2) *Rural Insurance;* .There is a new agent in the area, but we are not in a position yet to make any changes.

3) *Minocqua Pest Control Renewal:* Mr. Discianno made a motion to renew the contract with Minocqua Pest Control for 2024 in the amount of \$1,539.00. Mr. Grimmer seconded the motion which was approved unanimously.

4) *Revisions to Employee Manual:* Mr. Grimmer made a motion to drop the first paragraph in 2023 draft revision 3 of the Employee Manual, but include paragraphs 2, 3, 4 and 5. If passed Mr. Grimmer will forward an updated version to the clerk to include in the Employee Manual. The motion was seconded by Mr. Newton and approved 3-0.

5) *Future Agenda Items:* Health Insurance costs, Connelly Caretaking, Recognition program, presentation by Jamie Van of Discovery Center, EMS District, Lighting Ordinance, Chairs & Table

Mr. Discianno made a motion to approve vouchers check #31006 dated 1/1/24 through Liability Check Quick Books Payroll service dated 1/31/24. Mr. Newton seconded the motion, and it was approved 3-0

Meeting adjourned at 7:59 PM

Respectfully submitted,
Joan Wainio, Town Clerk