

**MINUTES OF THE OCTOBER 5, 2020 TOWN BOARD MEETING
TOWN OF WINCHESTER, VILAS COUNTY**

Pending Approval from the Town Board

Chairman Discianno called the meeting to order at 7:00 PM on Monday October 5, 2020 at the Winchester Municipal Building. Attending were Chairman Discianno, Supervisor Brownwell, Supervisor Wainio, Clerk Wainio, Treasurer Sell via Zoom; Emily Heald of the Discovery Center, Rolf Ethun representing the Lakes Committee, Phil Harris of Presque Isle, town residents both in person and via Zoom along with reporter Brian Jopek via Zoom.

Supervisor Brownwell moved to accept the agenda at the discretion of the Chair, seconded by Supervisor Wainio. The motion was approved 2-0.

Minutes of the September 7 regular board meeting and September 16th special meeting were approved 2-0 on a motion made by Supervisor Wainio, seconded by Supervisor Brownwell.

Supervisor Wainio motioned to approve the Treasurer's report as given by Treasurer Sell after correcting the printed date from September 7 to October 5, 2020. Chairman Discianno seconded the motion which was approved 3-0.

SUPERVISOR REPORTS:

Supervisor Brownwell

Transfer Site: Supervisor Brownwell presented \$100.00 in disposal fees including the \$30 start-up bank to Clerk Wainio for Treasurer Sell to deposit, and apologized for any inconvenience caused due to the fact that Eagle Waste removed the electronics bin earlier than expected.

Lakes Committee: Emily Heald is on the agenda for presentation of the Discovery Center report.

Library: After serving 7 years Nancy Johnson has resigned from the Library Board. A replacement is being sought to fill her spot. The Library Board submitted their 2021 budget request to Supervisor Brownwell and reported the new copier is on back-order.

Town Park: Will be winterized by the town crew and closed for the season this month.

Chairman Discianno reported the Lions Club conceived a 5 year plan for improvements their club would like to make to the Winchester Town Park:

- 1) Add pea gravel under the playground equipment
- 2) Work with the Discover Center to repel geese from the area
- 3) Replace the permanent grills
- 4) Pain the old pavilion
- 5) Install fans in the new pavilion
- 6) Enclose the new pavilion with roll-up doors

Supervisor Wainio

Fire Department: The department continues to answer calls as needed and will be participating in training required under SPS 330 in October.

The Planning Commission completed a draft ATV/UTV ordinance in September which will be sent first to the Town attorney for review and then to the DNR and State Patrol before being returned to the Town Board for consideration. The joint Papoose Lake ordinance with Presque Isle is under review.

Chairman Discianno

Vilas County Highway Commissioner Nick Scholtes will be retiring in a few weeks, but has assured Chairman Discianno that county will perform tree clearing in the right-of way North and South of the Town Hall as discussed. Troy Schalinske will take over the commissioner responsibilities temporarily.

Repaving of County W from Hwy 51 to County K will start this week with millings being stored during the work by the Winchester garage.

Fahrner has completed the contracted crack sealing on Winchester town roads.

The Nuisance Violation at 7763 Townsite Rd has been resolved.

The town's Cub Cadet mower was repaired by Don Melzer and is ready to go.

Correspondence: Additional correspondence has been received by the Town regarding the proposed ATV/UTV ordinance along with a letter from Mike Bantz complimenting Chairman Discianno for his civic mindedness in improving the aesthetics of the town.

Old Business

- 1) *No road/lane changes*
- 2) *Town Garage:* Chairman Discianno received 3 estimates to pour cement entryways for the overhead and entry doors: 1) Aili Concrete of Hurley \$15,730.00 2) MB Concrete \$19,220.00 3) Baeseman

Construction \$16,850.00. Chairman Discianno will contact the contractors to verify these prices will be held until 2021 when the work will be done.

A&B Construction will return November 9th to complete the Sand Shed.

3) *Snow Guards and Roof Repairs E.S Building.*: Badger Seamless Gutters will be installing the gutters on Tuesday October 6th. Since the Town Board is not aware what company installed the membrane roof on the Fire Dept. drive-through bay, Chairman Discianno requested a rep from CustaFoam inspect it after receiving a referral from Nick Scholtes of the Vilas County Highway Dept. Upon inspection it was determined that a percentage of the repair work needed is because of things that were not done properly. Time and materials for roof patching alone is \$6,431.00; just installation of snow guards is \$8,606.00. Supervisor Brownwell asked how many snow guards were included in the quote. Chairman Discianno was not sure of the exact count and Supervisor Brownwell commented that based on his personal experience we need to be sure there are adequate snow guards or they will be ineffective. After discussing the warranty effects of having a contractor other than the original installer make any repairs, the Board will make further attempts to find the installer. Supervisor Wainio made a motion to table discussion, seconded by Chairman Discianno. Motion was approved 3-0.

4) *Transfer of Liquor License*: Clerk Wainio discussed the status of our available liquor licenses with a Wisconsin Department of Revenue Alcohol Licensing agent and determined that none of Winchester's liquor licenses are considered "Reserve Licenses", and therefore are not transferrable to another Town. Phil Harris, the Presque Isle businessman desiring the license indicated he felt that our interpretation was not correct. Supervisor Brownwell motioned to table discussion, Supervisor Wainio seconded and the motion passed 3-0.

5) *Maintenance Agreement with Bike Trails Inc. (BTI)* No response has been received from Attorney Greg Harrold since the letter was sent to BTI. Dale White informed Chairman Discianno BTI only meets quarterly so there has been no action.

6) *Bike Trail*: Due to drainage problems caused by the installation of the bike trail at the Brunell/old Town Shed Road crossing, BTI agreed to the installation of a 6'6" French drain to be installed by our Town Crew. BTI purchased the stone required, we will bill them for the time spent by the crew for installation of the drain. Dale White informed Chairman Discianno that BTI will be adding more driveway signs along the trail. In response to our direction to install a stop sign on the trail at the northwest corner of Hwys K&W, BTI will put a stop sign at the north end of Smokey's parking lot. Both Supervisors Brownwell and Wainio insisted that the stop sign must be located at the road intersection. Supervisor Brownwell reiterated the request for the stop sign was placed 4 months ago, and the Board should not act on any additional requests from BTI including the request for a crossing at Papoose Lake Road until the existing problems are resolved. Changes made by BTI to Eugene Schellinger's business entrance at Brunell Road need to be corrected and the location of signage like stop signs in the right-of-way need to be addressed before Winter. Additional problems with maintenance of the bike trail need to be addressed. Chairman Discianno will contact Dale White to determine who is in charge of the maintenance crew. Due to the lack of action on the part of BTI and the liability incurred by the Town by the missing stop sign, Supervisor Wainio made a motion to have the town crew install a stop sign on the bike trail at the northwest corner of Hwys W & K. Chairman Discianno seconded the motion with a 3-0 vote to approve.

7) *Brunell and Strebe Roads crack sealing*: Pitlik & Wick's representative Jake advised Chairman Discianno that the work would be done in the next couple of weeks.

8) *Community Building use during COVID-19 alerts*: Due to the current increase in virus cases, Librarian Betty Forster reconsidered her desire to re-open the Library on a limited basis, so no action is necessary at this time. Supervisor Wainio requested that the Library Board present the Town Board with a written plan before the Community Building is re-opened to include number of persons allowed in the building at any time and what procedures will be used to sanitize the facilities, equipment and periodicals.

9) *Comprehensive Lake Management Plan*: All Board members reviewed the written plan since its presentation in September, so Supervisor Brownwell made a motion to approve the plan. Supervisor Wainio seconded the motion. Approval was 3-0.

10) *Offer to Repaint Old Town Garages*: Chairman Discianno has not received a response from Amy Kobussen. Supervisor Brownwell motioned to table discussion, seconded by Supervisor Wainio and approved 3-0.

New Business

1) *Discovery Center Aquatic Invasive Species work & 2021 funding request*: Emily Heald reported on the work done in 2020 despite the difficulties due to COVID-19 and presented a draft contract for the 2021 project. Supervisor Wainio made a motion to approve the \$15,000 contract with the North Lakeland Discovery Center for 2021. Supervisor Brownwell seconded the motion. The motion was approved 3-0.

- 2) *Broadband Committee*: Supervisor Brownwell made a motion to advertise for 5 volunteers to serve on a Broadband Committee. Chairman Discianno seconded the motion which was approved 3-0.
- 3) *ATV/UTV Ordinance*: Supervisor Wainio reported that the Planning Commission completed work on the draft ordinance. Planning Commission Chairman Jay Woolf will forward the draft to Town Attorney Greg Harrold for his legal review after which it will need to go through review and approval by the Wisconsin Department of Resources, Vilas County Sheriff Department and Wisconsin State Patrol before being returned to the Town Board of the Town of Winchester. At that time the Planning Commission will conduct a public hearing and present the ordinance to the Town Board for its decision.
- 2) *Joint Papoose Lake ordinances with Presque Isle (P.I.)*: Supervisor Brownwell made a motion to send P.I. Joint Ordinance 505 and 506 to the Planning Commission for review and revision. Chairman Discianno seconded the motion which was approved 3-0.
- 4) *Relocation of Fuel Tank at Town Garage*: The current fuel tank needs to be moved and its containment must be replaced. The Town Crew will make a recommendation as to the new location and they are requesting an additional 1,000 gallon tank with containment. If purchased the new tank will be used for on-road diesel leaving the old smaller tank for off-road diesel. Supervisor Brownwell motioned to table the discussion for more information. Supervisor Wainio seconded, motion approved 2-0.
- 5) *Bike Trail Crossing at Papoose Lake Rd and Cty W*: Supervisor Wainio moved to table the request due to additional information needed including signage on Papoose Lake Rd. Supervisor Brownwell seconded. Approved 2-0.
- 6) *Island View Road Turnaround*: Once the overhead power line is buried, the Town Crew will cut the encroaching tree. Since there are questions on the actual right-of way location, Supervisor Brownwell made a motion to have the property surveyed before any work is done. Supervisor Wainio seconded and the motion was approved 3-0.
- 7) *Zoom Use for Annual Meeting*: With the understanding that the only persons allowed to vote or make motions at a Town Meeting be physically present and qualified voters, Supervisor Wainio made a motion to transmit the meeting via Zoom for those not wishing or able to physically attend. Supervisor Brownwell seconded the motion. Motion approved 3-0.
- 8) *Future Agenda Items*: Internet hook-up at Town Garage and purchase of computer for Town Crew use, ability to use our Christmas Lights or potential to sell if not, purchase and installation of heat tapes in the gutters and downspouts to be installed on the south end of Fire

Chairman Discianno moved to adjourn to public participation at 8:36PM. Supervisor Wainio seconded, approved by all.

The meeting was reconvened at 9:08PM on a motion by Chairman Discianno, seconded by Supervisor Brownwell and approved 3-0.

Supervisor Wainio made a motion to approve vouchers QB Payroll 9/1/20 through EFT0787 totaling \$45,748.79. Supervisor Brownwell seconded the motion, approved 2-0

At 9:10 PM Chairman Discianno made a motion to go into closed session under SS19.85(1)(g) conferring with legal counsel with respect to litigation in which it is or is likely to become involved..

At 9:40PM the meeting was reconvened to open session.

Upon reconvening it was reported that on a motion made by Supervisor Brownwell, seconded by Chairman Discianno with approval of 2-0-1 abstention of Supervisor Wainio the Town Board will send Attorney Harrold a copy of the August 4th letter to the editor of the Lakeland Times to determine if any slander was committed.

The meeting was adjourned at 9:40PM

Respectfully submitted,
Joan Wainio, Town Clerk