

**Minutes of the
January 3, 2022 Winchester Town Board Meeting**

Chairman Discianno called the meeting to order at 6:00PM on Monday January 3, 2022 at Winchester Town Hall and via Zoom. Attending in person were Chairman Discianno and Clerk Wainio. Supervisor Grimmer, Supervisor Whitney and Treasurer Sell attended via Zoom. Also in attendance were Gerry Arlen, Betty Forster, Cory Seigner, Galen Brownwell, Sulo Wainio, Cassie Lee and Lenelle Scholl.

Supervisor Grimmer made a motion to accept the agenda at the discretion of the chair. Supervisor Whitney seconded the motion which was approved 3-0.

Supervisor Grimmer made a motion to approve the minutes of the 12/6 and 12/14 meetings. Chairman Discianno seconded the motion, and it was approved 3-0.

Treasurer Sell presented her report which Mr. Discianno moved to accept as read. Mr. Grimmer seconded the motion. Motion to approve passed 3-0.

CHAIRMAN & SUPERVISORS REPORTS:

Chairman Discianno:

Transfer Site: Ron Behnke adjusted the post for the roof over the compactor bin.

Emergency Services Bldg. Ron Behnke also installed an outdoor electrical box on the road sign for use to light the flags. This will eliminate the extension cord across the parking lot. Rob Schmidt looked at the water heaters in the Fire Dept. bathrooms and checked the pressure tank for the well. Mr. Discianno will contact another plumber since Schmidt & Sons does not install pressure tanks.

New Mailboxes: Postmaster advised Mr. Discianno that their maintenance person would install the locks on the mailboxes Wed. 1/5 and will verify procedure to distribute keys to the boxholders.

Northwoods Review Newspaper: The video produced on Winchester is available to review on the newspaper's Facebook page.

Supervisor Whitney:

Fire Department: More donations were received and Chief Melzer has been monitoring the water leaks in the bathrooms in an attempt to determine their source. EMS Director Renee Melzer is working on offering a class to teach proper use of our AEDs for the public. The department responded to 4 emergency calls in November. The personnel issue was resolved at the December 14th general membership meeting by vote of the members.

.Mr. Whitney is working with the new electrician regarding LED lights for the fire station.

Transfer Site: Fees charged by neighboring towns will be discussed at the next regular meeting.

Lions Club & Bike Trails, Inc: Mr. Whitney thanked both for their offer to donate for tree lighting on the berm in front of the old garages.

Supervisor Grimmer:

Planning Commission: Did not meet in November nor will they meet in December due to the holidays. Mr. Grimmer will check with the members of the commission to determine who needs a handbook.

Library: Would like to send out a survey to determine additional services and programs desired by the public.

Broadband Committee: A proposal is expected from Lumen (previously CenturyLink) by mid-January. Minutes of the committee meetings are available on the Town website.

CORRESPONDENCE

Mr. Whitney received a telephone call from the Landfill Venture Group indicating inviting him to attend their meeting on 12/16 as the liaison from Winchester. The meeting was postponed to a later date.

Mr. Grimmer received telephone calls and emails regarding discontinuance of the "free store" at the Transfer Site. ATV/UTV use on town and county roads, making Broadband a priority, and recent "resignations" in the EMS division.

Mr. Discianno stated he had received similar correspondence as Mr. Grimmer.

The correspondence sent to the Town Supervisors regarding the Transfer Site "free store" along with copies of the signed petitions on the subject were also sent to Ms. Wainio who read the letter aloud and reminded the supervisors that all written correspondence needs to be given to the Town Clerk for preservation under the "Open Records Law".

PUBLIC COMMENT

Cassie Lee presented additional signatures received in support of continuing the "free store".

Old Business

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

4) *Peterbilt Patrol Truck:* Mr. Discianno moved on to discussion on the purchase of the patrol truck in order to accommodate Mr. Heinzen of JX Truck Center who was participating via Zoom. Mr. Heinzen explained that the truck that was specked out was simply the new model of the last truck purchased by the Town and answered

questions regarding availability and increase in the projected price. The Town Board will meet on January 10th with the Town Crew one more time before placing the order.

New Business

3) *Seal Coating Bids:* Kai Kampen of Northland Seal Coating was present in the audience, so Mr. Discianno chose to deal with this subject next. The only bids received came from Pitlik & Wick and Northland as follows:

	<u>Pitlik & Wick</u>	<u>Northland Seal Coating</u>
Town Park:	\$6,645 (including repairs)	\$2,844 (including repairs)
Library:	\$2,409	\$903 (without striping)
E.S. Bldg	\$11,637	\$23, 531
Transfer Site	\$2,344	\$2,282

The bids will be reviewed for possible action at the Special Meeting with the Town Crew regarding the Peterbilt Truck..

Old Business

2) *Telecommuter Forward Certification Resolution:* Mr. Discianno made a motion to approve the resolution in support of telecommuting opportunities. Mr. Grimmer seconded the motion which was approved 3-0.

3) *Maintenance/Repair Projects:* Chris from Northern Colors advised Mr. Discianno that we are on the schedule for painting the old garages as soon as the weather gets warm. Awaiting a proposal from Chuck Benson of CB Masonry on repairs to the façade of the bridge between North & South Turtle Lake. Bo Jenness the installer of the E.S. Bldg. generator is now working for Adams out of Hazelhurst and will get us a quote for the garage generator soon. As he began to explain during his Supervisor report, Mr. Whitney has found a new electrician who is proposing to retrofit the lights in the Fire station rather than replacing everything which will reduce the cost from \$3500 to \$1700 and will be available to do the work in 2-3 weeks. This electrician is also pricing out retrofits for the Town meeting room and Transfer Site. Mr. Whitney is also working on pricing epoxy coating for the Fire station floor, landscaping , irrigation, lawn mowing, other miscellaneous projects and will keep the board up to date monthly.

New Business

- 1) *Swear Joe Osfar in as member/chair of the Planning Commission:* Completed.
- 2) *Swear Jim Logan in as member of the Planning Commission:* Completed.
- 4) *Sign Ordinance:* Supervisor Grimmer made a motion to adopt the updated Sign Ordinance #2022-01. Chairman Discianno seconded the motion which was approved on a 3-0 vote.
- 5) *Application for Town Credit Card:* With the stipulation that the only physical cards be issued for the chairman and town clerk, Mr. Grimmer made a motion to apply for a “Community Credit Card” with Associated Bank. Mr. Whitney seconded the motion which was approved 3-0.
- 6) *Operators License for WinMan Trails:* Mr. Grimmer made a motion to approve the application for an Operators License for Michael Polic. Mr. Discianno seconded the motion which was approved 3-0.
- 7) *Authorizing Town Clerk to issue Operators License:* Mr. Discianno made a motion to have the Planning Commission write an ordinance allowing the Town Clerk to issue Operators Licenses without Town Board approval. Mr. Grimmer seconded the motion and it was approved 3-0.
- 8) *Future Agenda Items:* Disposal fees, Transfer Site re-purpose items, Request for Modification of levy limits.

Chairman Discianno made a motion to approve vouchers Paycheck #DD1307 dated 12/1/21 through paycheck #30229 dated 12/31/21. Supervisor Grimmer seconded the motion which was approved 3-0.

Meeting adjourned at 8:12PM

Respectfully submitted,
Joan T. Wainio, Town Clerk

**MINUTES OF THE JANUARY 10, 2022
SPECIAL TOWN BOARD MEETING
TOWN OF WINCHESTER, VILAS COUNTY**

Chairman Discianno called the meeting to order at 1:00 PM on January 10, 2022 at the Town Hall and via Zoom. In attendance were Chairman Discianno, Supervisor Grimmer, Supervisor Whitney, Clerk Wainio and Town Crew members Joe Moll & Bill Sell.

Supervisor Grimmer moved to accept the agenda at the discretion of the Chair, seconded by Supervisor Whitney. The motion was approved 3-0.

After comparing price quotes from JX Truck Center and the Peterbilt dealer in Eau Claire, Mr. Grimmer made a motion to place an order to purchase the Peterbilt model 528 FOB JX Truck Center Wausau, at approximately \$118,000, understanding there will be price changes due to the current market conditions. Chairman Discianno seconded the motion which was approved 3-0.

After reviewing the seal coat bids, Supervisor Grimmer made a motion to award the projects as follows:
Pitlik & Wick: Emergency Services Building parking lot: \$11,637
Northland Seal Coating: Town Park: \$2,844. Library \$903 + striping, Transfer Site \$2,282 + striping.
Supervisor Whitney seconded the motion and it was approved 3-0.

At 1:42 PM Mr. Grimmer made a motion to go into closed session under SS 19.85 to discuss employee performance, compensation. Mr. Whitney seconded and the motion was approved by all.

The meeting was reconvened to open session at 2:20 PM and the board reported they will meet with Don Melzer on Wednesday January 19th with Don & Kelly Melzer to discuss further a Health Savings account for Don Melzer

The meeting was adjourned at 2:25 PM
Joan Wainio, Town Clerk

**MINUTES OF THE JANUARY 19, 2022
SPECIAL TOWN BOARD MEETING
TOWN OF WINCHESTER, VILAS COUNTY**

Chairman Discianno called the meeting to order at 4:30 PM on January 10, 2022 at the Town Hall. Supervisor Grimmer moved to accept the agenda at the discretion of the Chair, seconded by Supervisor Whitney. The motion was approved 3-0.

At 4:40 PM Mr. Grimmer made a motion to go into closed session under SS 19.85 (c) to discuss employee performance, compensation. Mr. Whitney seconded and the motion was approved by all.

The meeting was reconvened to open session at 5:39 PM and the board reported they met with Don Melzer and his wife Kelly to review the updated Employee Handbook, explained the Health Savings Account proposed if Don Melzer accepted working Fridays in addition to his regular schedule. Don Melzer will advise the board by Monday January24, 2022 of his decision. If Mr. Melzer agrees it will be the responsibility of Don Melzer to set up the account at Associated Bank, then the Town of Winchester will deposit the agreed to funds into the account.

The board reviewed a draft letter sent to Mr. Discianno by Manitowish Waters Chairman John Hanson opposing the use of ATV/UTVs on County roads in the Town of Winchester. Mr. Grimmer made a motion authorizing Chairman Discianno to sign this letter during the Towns Assn. Unit meeting the evening of January 19, 2022. Mr. Whitney seconded Mr. Grimmer's motion which was approved 3-0

The meeting was adjourned at 5:47 PM
Joan Wainio, Town Clerk

**Minutes of the
February 7, 2022 Winchester Town Board Meeting**

Chairman Discianno called the meeting to order at 6:00PM on Monday February 7, 2022 at Winchester Town Hall and via Zoom. Attending in person were Chairman Discianno, Supervisor Whitney and Supervisor Grimmer. Clerk Wainio and Treasurer Sell attended via Zoom.

Supervisor Gimmer made a motion to accept the agenda at the discretion of the chair. Supervisor Whitney seconded the motion which was approved 3-0.

Supervisor Grimmer made a motion to approve the minutes of the 1/3, 1/10 and 1/19 meetings with the following modifications, January 10 meeting: add that the Town Board considered prices for the Peterbilt patrol truck from the Peterbilt dealer in EauClaire WI; and January 19 meeting clarify that the letter regarding ATV/UTV use would be signed by Chairman Discianno. Chairman Discianno seconded the motion, and it was approved unanimously.

Treasurer Sell read her report which Mr. Discianno moved to accept as given. Mr. Grimmer seconded the motion. Motion to approve passed 3-0.

CHAIRMAN & SUPERVISORS REPORTS:

Vilas County Unit Meeting: Mr. Discianno attended and reported the increase of approximately \$14,000 in the DNR Payment in Lieu of Taxes (PILT) to the Town this year.

Emergency Services Bldg: Klopatek Plumbing replaced the pressure tank for the building, replaced the water heaters in the Fire Department bathrooms, and unfroze the water supply line to the Fire Department bathrooms. The water line to the urinal is in an outside wall and is frozen so the urinal is currently turned off. Further work will need to be done to remedy the water line problems. Lake State Roofing is still trying to procure the roof snow guards we contracted for in 2021 but has reimbursed us the advance payment we made in 2021. Quality Heating will meet with Jeff Whitney on 2/25 and prepare an estimate for adding air conditioning for the Town Hall meeting room.

Road Programs: The town is enrolled in both the TRIP and TRIS programs for funding of road projects more than \$100,000.00.

Northwoods Review: Is requesting a 375-word update on Winchester happenings every other week for their newspaper. There may be a possibility to use Betty Forster's Lakeland Times report.

Supervisor Whitney:

Fire Department: January membership meeting was cancelled due to illness.

Transfer Site: Don Melzer is progressing with the clean-up of the facility. Ace Equipment will be replacing the motor in the recycling compactor. Fees charged by neighboring towns will be discussed at the next regular meeting.

Supervisor Grimmer:

Planning Commission: Wants to improve communication between the Town Board and Commission and review and prioritize open items.

Broadband Committee: Is working through the grant application. The Public Service Commission approved the Telecommuter Forward Resolution passed by the Town Board.

Library: Is working on a survey regarding building and service expansions.

CORRESPONDENCE

A request to camp on a property located on Harris Lake Rd. was received. Mr. Discianno will respond in writing. Mr. Grimmer and Whitney responded to a lengthy email received from Ed Beierlein expressing concern over the Town Board's actions on items like eliminating the "Free Store" at the Transfer Site, paying an outside contractor for mowing Town properties instead of continuing to utilize Town employees, and the anti-ATV stance of the Board.

PUBLIC COMMENT

Dick Smith commented on the camping request and Steve Herzberg expressed his support of the idea of a proposal to combine EMS services and indicated his willingness to volunteer in this quest.

OLD BUSINESS

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

2) *Stand-by generator for Town Garage:* Mr. Discianno received a revised estimate of \$11,424.72 from Adams in Hazelhurst for an 18kw unit. After discussion, Chairman Discianno will request information on a smaller unit.

3) *Building maintenance repair projects:* Ty Rayala will do a walk-through of the E.S. Building for upgrades to the security cameras and network in this building. The electrician will be retrofitting the lighting in the Fire Station on February 13 and 14. Mr. Whitney will do more research on the sprinkler system and landscaping after receiving information from Vilas County and Schmidt & Sons Plumbing on placement of the septic systems at the E.S. Building. Per a request from 406 Inc. Mr. Whitney prepared a sketch of the work desired for landscaping. Chuck Benson is still interested in doing the work on the Turtle Bridge façade.

- 4) *Community Gardens*: Locations are still being considered.
- 5) *Pest Control Contract*: Mr. Grimmer made a motion to renew the contract with Minocqua Pest Control in the amount of \$1,476.00 for 2022. Mr. Whitney seconded the motion which was approved on a 3-0 vote.
- 6) *Shared EMS service*: This was discussed at the Unit Meeting in Boulder Junction. Both Boulder Junction and Manitowish Waters are awaiting responses to surveys the two towns sent to property owners.

NEW BUSINESS

- 1) *Additional funding for WisDot construction projects*: New federal funding is being made available for 2022 and 2023-2026 for projects like road re-surfacing and bridges. Vilas County is expected to receive 1.2 billion dollars from this new source of which 15% is to be distributed to municipalities. Mr. Discianno will review the requirements and contact outside consultants like Delmore and Coleman Engineering for advice and assistance. This was discussed at the Unit Meeting in Boulder Junction. Both Boulder Junction and Manitowish Waters are awaiting responses to surveys the two towns sent to property owners.
- 2) *Modifying levy limits*: Retired County Supervisor Chuck Hayes had contacted the Winchester Town Board regarding joining the County in their Resolution 2021-63 to the Wisconsin State Legislature requesting changes to the calculation of levy limits. No action was taken, but Supervisor Grimmer will check with the Presque Isle (PI) Town Board to determine the best way to manage this request.
- 3) *Posting of agendas and meeting minutes*: Mr. Grimmer will continue to work with website coordinator Mary Quass with ideas.
- 4) *Resignation of Joe Osfar*: Chairman Discianno made a motion to accept the resignation of Joe Osfar as the Chair of the Winchester Planning Commission effective immediately. Supervisor Grimmer seconded the motion which was approved 3-0.
- 5) *Appointment of new Planning Commission Chair*: Mr. Discianno made a motion to appoint Jim Logan Chair of the Winchester Planning Commission effective immediately. Mr. Grimmer seconded the motion which was approved unanimously.
- 6) *Appointment of new Planning Commission member*: Mr. Discianno made a motion to appoint Michael Eichhorn to the Winchester Planning Commission, Mr. Whitney seconded the motion. On a vote of 3-0 Mr. Eichhorn was approved.
- 7) *Participation in County ATV/UTV sub-committee*: Chairman Discianno was contacted by Holly Tomlanovich of the Vilas County Board about Winchester's participation in this new sub-committee and Mr. Discianno agreed to be the spokesperson for Winchester.
- 8) *Library Projects*: The library is researching a building addition to include expanding services like workstations with internet access. Discussion of an idea by Mr. Grimmer to use the Emergency Services Building's Town Hall in addition or in lieu of expanding the size of the Community Building raised questions like accessibility to this building. No action was taken.
- 9) *Broadband Committee Logo*: Tabled
- 10) *Operator's License Approval*: Mr. Discianno made a motion to approve an Operator's License for Rachel Schwanz from Smokey's. Mr. Whitney seconded the motion which was approved 3-0.
- 11) *Successor Agent for Smokey's*: Mr. Discianno made a motion to approve the appointment of Rachel Schwanz as Successor Agent for Smokey's because of Jim Zett's retirement pending receipt of the final paperwork. Mr. Grimmer seconded the motion. Motion approved unanimously.
- 12) *Continued service of Sulo Wainio on Winchester Fire Department*: Prior to reading a statement he had prepared after consulting with the Town Attorney and additional members of the Fire Department, Chairman Discianno requested that everyone respect whatever decision the Town Board would make. After discussion, Chairman Discianno made a motion to keep Sulo in the Winchester Fire Department. Supervisor Whitney seconded the motion, which was approved on a 3-0 vote.
- 13) *Future Agenda Items*: Priest Point sign, flag lighting, maintenance list, operator's license ordinance.

After Ms. Wainio answered multiple questions posed by Mr. Grimmer, Mr. Discianno made a motion to approve vouchers #EFT062516 -Associated Bank through EFT062550-Wisconsin Unemployment. Mr. Grimmer seconded the motion, which passed on a unanimous vote.

Meeting adjourned at 7:59PM

Respectfully submitted,
Joan Wainio, Town Clerk

**Minutes of the
March 7, 2022 Winchester Town Board Meeting**

Chairman Discianno called the meeting to order at 6:00PM on Monday March 7, 2022, at Winchester Town Hall and via Zoom. Attending in person were Chairman Discianno, Supervisor Grimmer and Clerk Wainio. Supervisor Whitney and Treasurer Sell attended via Zoom. Candidate for Vilas County Judge David Overbey and reporter Joy Kohegi of the Northwoods Review were also in attendance.

Chairman Discianno made a motion to approve the minutes of the February 7, 2022, meeting as presented and Supervisor Grimmer seconded the motion. The motion was approved 3-0.

Treasurer Sell read her report which Mr. Discianno moved to accept as given. Mr. Grimmer seconded the motion. Motion to approve passed 3-0.

CHAIRMAN & SUPERVISORS REPORTS:

Chairman Discianno thanked Town Crew members Joe Moll and Bill Sell for their work plowing the town roads this winter. Mr. Discianno will be attending the upcoming meeting 3/10 in Boulder Junction (BJ) on ATV/UTV usage in our area. JX Truck Center updated the progress of our ordered Peterbilt truck. At this point it will not go into production until the 4th quarter of 2022 or the 1st quarter of 2023. The new John Deere mower should be available the end of June or beginning of July 2022.

Supervisor Grimmer:

Planning Commission: The commission members will be receiving email accounts for the Town's email.

Broadband Committee: Is still having difficulty in getting support from Lumen.

Library: The survey is progressing well.

Supervisor Whitney:

Fire Department: No meeting was held in February. The application for a grant from Xcel on the re-lamping recently completed in the Fire Station is in the works

Transfer Site: Ace Equipment completed additional repairs on the recycle compactor, which should not be charged to the Town since we do not lease that equipment. A salvage company from Weston may be interested in the trailer the Town no longer needs.

Town Park, Bike Trails & Lions Club: Nothing to report.

CORRESPONDENCE

Mr. Grimmer received a sales letter from Kafka Equipment in Wausau regarding patrol trucks.

PUBLIC COMMENT

Craig VanArk read a letter from concerned citizens of Winchester regarding concerns with the appointment process used by the Town Board in the recent appointments to the Planning Commission. Sharon Eichhorn echoed the sentiment expressed by Mr. VanArk asking what the Town Board would do.

OLD BUSINESS

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

2) *Revised bid for Stand-by generator for Town Garage:* The revised bid was \$720 less and after discussion of the Town Crews' desires, Mr. Grimmer made a motion to accept the original bid of \$11,424.72 for the 18kw generator. Mr. Discianno seconded the motion which was approved 3-0.

Mr. Discianno then proceeded to New Business item #1 and introduced the candidate Daniel Overbey who proceeded to describe what he would like to accomplish if elected Vilas County Circuit Judge.

3) *Building maintenance repair projects:* Bids and specs for the proposed sprinkler system, landscaping projects, epoxy flooring for the Fire Dept. station floor, upgraded security cameras for the Transfer Site, air conditioning for the Town Hall with the possibility of replacing the Town Hall furnace in the process. More information on all these projects will be needed before any decisions can be made. After completion of the retrofit from fluorescent to LED lighting in the Fire Station main bay, it was discovered that we could have installed higher wattage bulbs producing better light output. Puer Power LLC proposed installing new cover kits in the Town Hall meeting room utilizing the 14-watt bulbs currently in the Fire Station, while upgrading the Fire Dept. lights to higher 24-watt bulbs. Mr. Whitney made a motion to accept Puer Power's bid of \$1825 to complete the Town Hall and Fire Station project. Mr. Grimmer seconded, and the motion passed 3-0.

4) *Community Gardens:* Mr. Grimmer reported that the Planning Commission is still considering locations and waiting for people to return to town this Spring for input.

5) *EMS Shared Services:* Manitowish Waters Chairman Jon Hanson wants to have another inter-town meeting to keep the dialogue going.

6) *Modifying levy limits:* The request to approach the State Legislature was initiated by the County Board. After a reading of resolution by Mr. Grimmer, Chairman Discianno made a motion to approve the resolution as read. Mr. Whitney seconded, and the motion passed 3-0.

7) *Posting of agendas and minutes and delivery to Town Board:* Standardizing a procedure and format for agendas and minutes is in the works. The Town Board is requesting receipt of meeting minutes a week prior to the meeting for approval.

New Business

- 2) *Federal Bipartisan Infrastructure Law:* Mr. Discianno is working with Darren of Delmore Consulting to proceed with the application process.
- 3) *Insurance Policy Review:* Mr. Grimmer would like to shop our current coverage and see if we can get a better premium through another insurer.
- 4) *Town Hall Storage Rooms:* Mr. Discianno will get information on shelving for the storage room.
- 5) *Audit of Town Books:* The board would like to review the report from the previous audit and be prepared to budget for an audit in 2023.
- 6) *Appointment of Glenn Goldschmidt as alternate to Planning Commission:* After discussion, Mr. Grimmer made a motion to appoint Glenn Goldschmidt as an alternate on the Planning Commission. Mr. Whitney seconded the motion, which passed unanimously.
- 7) *Update on Community Card from Associated Bank:* The account was approved, cards for Mr. Discianno and Ms. Wainio were approved. The board will develop a policy for use of the account.
- 8) *Internet & Wi-Fi updates and upgrades:* Mr. Grimmer will meet with Ty Rayala of Great Escape Technologies on Tuesday 3/8 at the Town Hall for a review of the current systems.
- 9) *Future Agenda Items:* Review of LRIP/TRID programs/QBS Process/Maintenance Lists/Patrol Truck build/Air Conditioning for Town Hall/Garage Lights.

At 7:46P.M. Mr. Discianno made a motion to go into closed session with the Fire Chief under SS19.85 (1)(c) to review performance with volunteer. Mr. Grimmer seconded the motion. Mr. Discianno, Mr. Grimmer and Mr. Whitney all voted aye.

Mr. Discianno reconvened the meeting to open session at 8:57PM and reported that no action was taken in closed session. The board will meet in closed session under ss19.85 (1)(b) at the Town Hall on Wednesday 3/9/22 at 8:30 A.M.

Mr. Discianno made a motion to approve vouchers check #30263 dated 2/1/22 through EFT#062599 dated 2/28/22. Mr. Whitney seconded the motion which was approved 3-0.

Meeting adjourned at 9:04P.M.

Respectfully submitted,
Joan Wainio, Town Clerk

**MINUTES OF THE MARCH 9, 2022 SPECIAL TOWN BOARD MEETING
TOWN OF WINCHESTER, VILAS COUNTY**

Chairman Discianno called the meeting to order at 8:36AM on Wednesday March 9, 2022 at the Winchester Town Hall. Those present were Chairman Discianno, Supervisor Grimmer, Clerk Wainio, volunteer firefighter Sulo Wainio. Supervisor Whitney joined via telephone.

Supervisor Grimmer motioned to approve the agenda at the discretion of the Chair, seconded by Supervisor Whitney and approved 3-0.

Chairman Discianno moved to go into closed session under SS19.85(1)(b) to consider discipline of a volunteer. Supervisor Grimmer made the second, approved 3-0.

During the meeting the board considered volunteer firefighter Sulo Wainio's concern that he had not been given the opportunity to defend himself prior to the termination action proposed March 7, 2022, the length (4 months) suspension suggested, and discipline of two additional members involved in the September 14, 2021 Fire Department meeting altercation.

The Board reconvened into open session at 9:09 AM. Supervisor Grimmer made a motion to suspend Sulo Wainio for a period of 3 months and file a written reprimand in Sulo's Fire Department personnel file for "actions 9/14/21 at the Fire Dept. meeting". During the period of March 9, 2022 through June 9, 2022 Sulo Wainio cannot participate in any Winchester Volunteer Fire Department meetings, training or Fire/EMS calls. Mr. Wainio agreed to hold the Town of Winchester harmless in this action. Chairman Discianno seconded the motion made by Mr. Grimmer. The motion carried on a voice vote as follows, Mr. Discianno aye, Mr. Grimmer aye and Mr. Whitney nay.

The meeting adjourned at 9:11 AM.

Respectfully submitted,
Joan Wainio, Town Clerk

**Minutes of the
April 4, 2022 Winchester Town Board Meeting**

Chairman Discianno called the meeting to order at 6:00PM on Monday April 4, 2022, at Winchester Town Hall and via Zoom. Attending in person were Chairman Discianno, Supervisor Grimmer, Supervisor Whitney and Clerk Wainio. Treasurer Sell attended via Zoom.

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

Supervisor Grimmer made a motion to approve the minutes of the March 7, 2022 Town Board meeting which was seconded by Supervisor Whitney and approved 3-0.

Treasurer Sell read her report, Chairman Discianno made a motion to approve the Treasurer report as given. Supervisor Whitney seconded the motion. The motion was approved unanimously.

CHAIRMAN & SUPERVISORS REPORTS:

Chairman Discianno: Mr. Discianno participated in the Vilas County ATV sub-committee meeting on March 28th in Eagle River discussing possible ATV routes through the Towns of Winchester, Manitowish Waters, Boulder Junction and Plum Lake. The sub-committee will meet again in April. Mr. Discianno also met with representatives of the local ATV club and residents of West Circle Lily Road regarding the possible use of West Circle Lily as part of the proposed ATV route system. The residents who participated expressed their appreciation with being included in the discussion.

Mr. Discianno credited the Town Crew and Fire Department for all of the work done after the recent ice storms to clear the roads of downed trees and power lines.

Mr. Discianno has been in contact with Delmore Consulting and the Vilas County Highway Department regarding possible upcoming road paving projects. Delmore will not be able to inspect the roads until the roads clear from the Winter snow and the County has not yet received the master list of recipients for 2022 TRID/TRIS funding so Mr. Discianno is not yet aware whether Winchester will receive any assistance.

The Town will be looking at paving the approaches to the entrances of the Town Garage to protect the concrete aprons and replacing the current pad used to mix salt and sand for road use. Mr. Discianno noted that he cannot predict when the current town road weight limits will be lifted.

Supervisor Whitney:

Fire Department: No meeting was held in March.

Transfer Site: Another repair was made by Ace Equipment to the compactor. Ron Behnke made necessary repairs to the shed roof which was separating from the Transfer Site main building. Vilas County Zoning will be providing Winchester with vouchers which help residents minimize the cost to dispose of certain items.

Town Park, Bike Trails & Lions Club: Nothing to report.

Supervisor Grimmer:

Library: The survey has been sent and responses are beginning to be received. 7 libraries, including Winchester have received a \$10,000 grant from the American Library Association which will be used to sponsor author speakers from May 1 to August 31, 2022.

Community Garden: 4 individuals have volunteered to date, but more interest in the project is needed to move forward.

CORRESPONDENCE

The Town received an updated price list from RC Inspection Agency for services which is identical for all 20 Towns they oversee.

After receiving a request from Theresa Schmidt for assistance in disposing of litter picked up by residents from the Town road rights-of-way, Chairman Discianno added a message to the Town Website advising those people interested contact the Town Crew to request a pick-up.

Mr. Whitney received a telephone call regarding disposal of contractor debris from jobs performed in town.

Mr. Grimmer received calls regarding plowing issues.

PUBLIC COMMENT

Rick Clem asked for clarification of Item #3 of New Business.

OLD BUSINESS

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

2) *Building maintenance repair projects:* Plover Power will be completing the LED lighting upgrades for the Town Hall meeting and Fire Station April 15th or 16th. After the project is completed, Mr. Whitney would like the cleaning company to clean the lenses of the fixtures in the Town Hall meeting room. Mr. Whitney is finalizing the bid specifications for coating the original section of Fire Dept. bay flooring. Clerk Wainio will provide Supervisor Whitney a sample to use for wording of the newspaper posting. Mr. Whitney will update the sketch for landscaping at the Emergency Services Bldg. to include a path to the area for the flagpoles. Mr. Discianno reported that Winchester Woodworks has completed repainting both the Library and "Art Laha" sign. Existing

problems with the overhead door in the Fire Dept were resolved by an owner of a company who is a friend of Don Melzer after being approved by Chairman Discianno. Mr. Discianno requested this business owner check the overheads in the Transfer Station and provide the Town with estimates for repairs and potentially increasing the door height from 8 to 9 feet. Mr. Grimmer reported that Ty Rayala of Great Escape Technologies is putting together a proposal for upgrades to the cameras, etc. in the E.S. Bldg. after the walk-through completed March 8, 2022.

In order to complete the discussion on maintenance repair projects, Mr. Discianno then opened discussion on 5) *Air Conditioning/Furnace replacement for Town Hall meeting room*: Mr. Whitney presented the bids received from Quality Heating for both the air conditioner install and replacement of the current furnace in the Town Hall meeting room. Since the current budget does not include a new furnace, Mr. Grimmer made a motion to purchase the Comfort Series #1650 Air Conditioner to include installation with the electrical piping on the exterior of the building. Mr. Whitney seconded the motion. During discussion Mr. Whitney agreed to Mr. Discianno request to have Quality Heating extend the intake and exhaust pipes of the furnace for the office addition when they are working on the new furnace install. After further discussion of the advantages of replacing the old furnace during installation of the air conditioner, Mr. Grimmer amended his motion to add the Comfort Series furnace at the quoted price of \$4,125 along with the air conditioner quoted price of \$6,250. Mr. Discianno seconded the motion. Mr. Grimmer, Mr. Discianno and Mr. Whitney all voted in favor of the amended motion. Mr. Discianno stated that the Board would have to cut \$4,000 off of something else in order to cover the additional expense.

3) *EMS Shared Service*: Mr. Grimmer attended the most recent meeting in Presque Isle of the chairs of the surrounding towns since Mr. Discianno could not participate. Both Boulder Jct (BJ) and Manitowish Waters (MW) did surveys to determine interest of their populace. Chairman Hanson of MW projected the cost to fund 8 EMTs at \$100,000 each per year or an increase of \$125 per year on a \$200,000 home. Another meeting will be held 11:00 AM April 28th in Presque Isle.

4) *Federal Bipartisan Infrastructure Law (BIL)*: Mr. Discianno expressed his aggravation with the stipulations to qualify for these funds, and requested assistance since this process is so complicated. The firms who were involved in building the Turtle River dam, the "bridge" between North & South Turtle Lakes, Delmore Consulting, Coleman Engineering of Ironwood MI and MSA Professional Services of Baraboo WI should be able to give us additional advice. Mr. Grimmer will contact Paul Anderson at Coleman to ask whether Coleman feels Winchester could benefit from BIL.

6) *Transfer Site "Free Store" options*: Mr. Discianno read a presentation he delivered in the Fall of 2021 explaining the Town Board's reasoning for ending this practice.

7) *Acceptance of contractor debris at the Transfer Site*: The Town Board will determine contractor fees for use of the Transfer Site.

8) *Broadband Grant Status*: Brightspeed (formerly Lumen) will be advised by the Wisconsin Public Service Commission of the grant status request prior to 12/31/22.

NEW BUSINESS

1) *Planning Commission Assignments*: Shipping Container, Operator License Issuance, Joint Papoose Lake ordinances. Land and Equipment inventories.

2, 3, 4) *Possible BIL Projects*: Will be tabled until it is determined if there is a process that makes sense.

5) *Future Agenda Items*: Maintenance project list, ARPA, Joint Papoose Lake ordinance, Patrol Truck Update, Brush Day announcement, Agenda template, Storage solutions, Last financial audit, Harris Lake deed restrictions.

Mr. Discianno made a motion to approve vouchers Liability check Quick Books payroll dated 3/1/22 through Liability check Quick Books payroll dated 3/31/22. Mr. Grimmer seconded the motion which was approved unanimously.

Meeting adjourned at 8:09 P.M.

Respectfully submitted,
Joan Wainio, Town Clerk

**Minutes of the
May 2, 2022 Winchester Town Board Meeting**

Chairman Discianno called the meeting to order at 6:00PM on Monday May 2, 2022, at Winchester Town Hall and via Zoom. Attending in person were Chairman Discianno, Supervisor Grimmer and Supervisor Whitney. Clerk Wainio and Treasurer Sell attended via Zoom.

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

Supervisor Grimmer made a motion to approve the minutes of the April 4, 2022 Town Board meeting which was seconded by Supervisor Whitney and approved 3-0.

Treasurer Sell read her report, Chairman Discianno made a motion to approve the Treasurer report as given. Supervisor Grimmer seconded the motion. The motion was approved unanimously.

CHAIRMAN & SUPERVISORS REPORTS:

Chairman Discianno: The town crew is trying to repair the guardrail on Townsite Road by the dam, but will probably need to replace it. All town roads still have weight restrictions, Vilas County Hwy dept. announced that restrictions will be lifted on all County Roads south of K on 5/9; but not W, J, B, P or K in our area. The town crew is setting up the sweeper so they can begin clearing the sand spread on the roads this winter. Based on lake water levels, the boat landing docks and piers will start to be installed Thursday 5/5. Due to the delay in receipt of the Peterbilt Patrol truck we ordered, it appears a new sander will need to be ordered to replace the 9-year-old rusted unit currently in use on the orange Peterbilt at an approximate cost of \$5,000. The red pickup truck needs a new bed. Delmore Consulting will assist in preparing bid specs for our 2022 paving projects: Old W road, Townsite, approaches to the aprons of the new town garage and pad for mixing road salt and sand. The town crew will mark the locations for concrete pads for the new fuel tanks and generator. Refurbished signs for the library and Art LaHa South Turtle boat landing were installed by the town crew. Winchester will not receive and funds from the state local road improvement program (LRIP) this year. None of the adjoining towns were awarded any LRIP money this year either.

Supervisor Whitney:

Fire Department: Highlights of the April 12th meeting: Ambulance was out of service for sway bar/front end repairs, the passed the annual inspections. Application for the DNR 50/50 grant was extended, the department expects to \$5500 on the purchase of \$11,000 in wildland firefighting gear. Picnic in the Park planning was tabled for further discussion; approximately \$4760 in donations were received from December 2021 through February 2022.

Transfer Site: Recycling vouchers were received from Vilas County, John Grimmer will get information on the program posted on the Town website under the Recycling/Transfer Site tab. The old semi-trailer is scheduled to be removed by 5/8, as soon as that happens Supervisor Whitney will get the dumpster in place. The board reviewed suggestions for changes to the disposal fee schedule Mr. Whitney distributed.

Park: Mr. Whitney requested the town crew remove the chains from the gates and bathroom doors so he can request contractors look at the faucets, toilets, lamps, exhaust fans etc.

Bike Trails & Lions Club: Nothing to report.

Supervisor Grimmer:

Library: Responses are coming back to the library.

Planning Commission: Did not meet in April

Broadband Committee: Bright speed submitted a grant application with no negative responses. Supervisor Grimmer shared a map showing the section of Winchester covered and is cautiously optimistic the grant will be awarded. Mr. Grimmer indicated that another area of the map showed Verizon proposed upgrades. Both projects had price tags in excess of \$2 million and costs above grant requests were to be absorbed by the telecommunication company with no expense to the Town.

Lakes Committee: The Lakes Committee met in April. Rolf Ethun introduced the new Discovery Center water coordinator Jamie Van.

CORRESPONDENCE

Craig VanArk presented the board with a survey conducted during the month of March at Ye Olde Shillelagh regarding the use of Circle Lily Road by various sports enthusiasts. Mr. Grimmer noted a letter requesting information on the Planning Commission sent by Mike Potts, stating it may be a future agenda item. Joan Wainio shared a letter received from the League of Women Voters thanking the election board for their hard work and commitment to election integrity. Mr. Whitney will follow up on telephone calls received from Island View Road property owners regarding a tree located on private property that is threatening to fall into the roadway.

PUBLIC COMMENT

Upon questioning by Craig VanArk, Supervisor Grimmer clarified the resolution made recently requesting the WI Legislature relax the perimeters allowing Town government to increase the tax levy. Chairman Discianno agreed with Mr. VanArk that the Town's utility costs have risen due to the escalation of natural gas, fuel oil, etc. and will be comparing expenses to the past.

OLD BUSINESS

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

10) *Patrol Truck Buildup*: Chris Heinzen of JX Truck (JX) reported that production is still behind and we cannot expect delivery of the Peterbilt chassis before late 1st quarter 2023 or early in the second quarter of 2023. The price estimate of \$118,000 - \$122,000 still appears in line, however at the higher end.

9) *Ambulance & Engine #1*: Chairman Discianno asked Mr. Heinzen about the possibility of ordering the chassis for the fire engine direct from JX and completing the build like the plow truck. Chris indicated that there would be no difference in pricing or delivery by buying the chassis through JX or Pomasl. Chief Melzer answered questions about the need to purchase an ambulance with only 28,000 miles explaining the current vehicle is 15 years old, has had multiple problems over the years including the recent replacement of the front sway bars. A special meeting will be set to continue this discussion.

2) *Building Maintenance Repair Projects*: Transfer Site overhead door repair/replacement was tabled. The epoxy flooring bid will be published now that Mr. Whitney has completed the specifications. Supervisor Whitney suggested use of a "handyman" for inside jobs like adding receptacle or fixing wiring. Both Chairman Discianno and UDC Inspector Rick Clem responded the Town was required to hire a commercially licensed Master Electrician. Mr. Whitney will meet with representatives of the companies chosen to do caretaking at the Community Building, install the irrigation system and landscaping at the Emergency Services Building (E.S.). Mr. Discianno verified the location of septic fields on the E.S. property. Wisconsin Coating Specialists will inspect the sidewalks of the Community Building to propose epoxy coating.

3) *EMS Shared Service*: This is a continued discussion between the Towns of Boulder Jct, Presque Isle, Manitowish Waters and Winchester. It has been determined this will probably be funded through an inter-governmental agreement. The next meeting will not be set until MW Chair John Hanson finalizes the proposed agreement. Winchester EMT Steve Herzberg commented that the overall goal of this proposal is to get patients care as quickly as possible with people with the right training level.

4) *Federal Bipartisan Infrastructure Law (BIL)*: After further research into the program with area engineers, it was determined that the requirements of everything from application to use of the funds were too involved for a small town like Winchester to take advantage of.

6) *Winchester Boat Parade July 2nd*: Mr. Discianno noted that the Lions Club will take care of the food and made a motion to set July 2nd as the date for the 2022 Winchester Boat Parade. Supervisor Whitney seconded the motion which was approved 3-0.

7) *Town Audit*: Clerk Wainio will present the findings of the previous audit performed in 2017 by May 7th.

8) *American Rescue Act report due April 30th*: Clerk Wainio submitted the report before the deadline but will need involvement of the Town Board in the upcoming months to comply with the federal requirements.

5) *Joint Papoose Lake Ordinance*: Chairman Discianno reported that after making minor adjustments to the ordinance, the Town Board of Presque Isle approved the ordinance on 4/23/22. Supervisor Grimmer explained that Winchester needs to pass an ordinance with the same language as Presque Isle in order to enact a joint ordinance controlling the Papoose Lake body of water at which time the ordinance will be forwarded to the Wisconsin Department of Natural Resources (WDNR) for review. Mr. Grimmer made a motion to adopt the language of subchapter 505 Motorboats and Winchester Joint ordinance Town of Presque Isle and Winchester. Mr. Discianno seconded the motion and it was approved with all supervisors, Discianno, Grimmer and Whitney voting aye. After questions were raised by members of the Planning Commission (PC) present at the meeting Mr. Grimmer stated that since the PC had not completed the ordinance within 30 days of the request the governing body may proceed without input from the PC.

NEW BUSINESS.

4) *West Circle Lily Road as an ATV/UTV route*: Mr. Discianno introduced Rich Hajt, the President of the Winchester/Manitowish Waters ATV Club. Mr. Hajt answered questions and described efforts being made to work with the Towns of Manitowish Waters and Winchester to provide safe viable plans to offer residents access to trails outside of their towns.

Projects: Will be tabled until it is determined if there is a process that makes sense.

1) *Spring Brush Days*: Brush no larger than 3" inches in diameter will be accepted at the old Winchester Transfer Site on South Turtle Road between 9AM and 1PM on Saturday 5/14 and Sunday 5/22.

2) *Engineering Certificate from MSA*: The fee from MSA Professional Services to supply an engineering certificate for the Old Hwy O project completed in 2021 would be \$2500. Sulo Wainio suggested that Pitlik and Wick may be able to supply names of additional qualified providers. Mr. Grimmer made a motion that if Pitlik &

Wick cannot supply an engineering certificate for less than \$2500, the Town go with MSA for \$2500. Mr. Whitney seconded the motion which was approved unanimously.

3) *Board of Review Date:* Will be held Wednesday June 29 beginning 9:00AM at the Winchester Town Hall.

5) *Operator's License approval:* Mr. Discianno made a motion to approve the application for an Operator's License for Christian Krull at WinMan Trails pending receipt of all documents and payment of the \$5 fee. The motion was seconded by Supervisor Grimmer and approved by all.

6) *Future Agenda Items:* Maintenance project list, Harris Lake Camp Mishikee Shores deed restrictions, updates to disposal fee schedule.

Mr. Discianno made a motion to approve vouchers Quick Books DD 1388 dated 4/1 through Liability check Quick Books Payroll Service dated 4/29/22. Mr. Grimmer seconded the motion which was approved unanimously.

Meeting adjourned at 8:38PM

Respectfully submitted,
Joan Wainio, Town Clerk

**MINUTES OF THE AUGUST 15, 2022
SPECIAL TOWN BOARD MEETING
TOWN OF WINCHESTER, VILAS COUNTY**

Chairman Discianno called the meeting to order at 8:00AM on August 15, 2022 at the Town Hall. In attendance were Chairman Discianno, Supervisor Grimmer, Supervisor Whitney and Clerk Wainio, along with resident Gerald Arlen.

Supervisor Grimmer moved to accept the agenda at the discretion of the Chair, seconded by Supervisor Whitney. The motion was approved 3-0.

OLD BUSINESS

Fuel Tank Purchase: Ritchie Lakeland Oil proposed supplying, installing, and maintaining a 1000-gallon double wall fuel tank for \$3,995.00 with the stipulation that Winchester purchase all fuel from Ritchie Oil. This compares with an outright purchase proposed by Walt's Petroleum for \$10,600 + delivery. Mr. Discianno made a motion to accept the proposal from Ritchie Lakeland Oil. Mr. Grimmer seconded the motion. Mr. Discianno, Mr. Grimmer and Mr. Whitney all voted aye.

Key Cabinet: Mr. Whitney will research our needs and report back to the board.

Turtle Dam Inspection: An inspection of the dam must be completed every 10 years and is due in 2023. Mr. Grimmer will check with the DNR and the engineering firm that performed the last inspection for requirements and estimated costs.

NEW BUSINESS

Landscape Plantings at the Town Hall: Mr. Whitney reported that the Lions Club will donate \$1000.00 for deer resistant and easy to maintain plants. Mr. Whitney made a motion to accept Connelly Caretaking's bid to install the donated plants for a cost not to exceed \$800.00. Mr. Grimmer seconded the motion, and it was approved on a 3-0 vote

Change of September meeting date: Chairman Discianno made a motion to move the September 2022 regular Town Board to September 12, 2022 at 6:00PM. Supervisor Whitney seconded the motion which was approved unanimously.

Receipts for money received at the Transfer Site: A resident expressed concern over reconciliation cash handling practices at the Transfer Station. After extensive discussion of this and other current procedures surrounding waste disposal, the supervisors determined no changes would be made at this time.

Budget Reconciliation: Ms. Wainio presented a report showing year to date expenditures vs. the budget. The board will estimate upcoming expenditures to determine if changes to the budget will need to be made. The board set October 24th for budget finalization. The next budget review meeting will be held 8/31 at 8:30AM.

Records Organization: Discussion revolved around the board's ability to review current and past records along with preservation responsibilities of the Clerk.

The meeting was adjourned at 9:58AM
Joan Wainio, Town Clerk

**MINUTES OF THE MAY 25, 2022 SPECIAL TOWN BOARD MEETING
TOWN OF WINCHESTER, VILAS COUNTY**

Chairman Discianno called the meeting to order at 6:31PM on Wednesday May 25, 2022 at the Winchester Town Hall. Those present were Chairman Discianno, Supervisor Grimmer, Supervisor Whitney, Clerk Wainio, Fire Chief John Melzer, Assistant Fire Chief Bill Sell, EMS Director Renee Melzer, Lakeland Times reporter Brian Jopek and members of the public.

Supervisor Grimmer motioned to approve the agenda at the discretion of the Chair, seconded by Supervisor Whitney and approved 3-0.

Old Business

2) *Contracts for landscaping & sprinkler system:* Chairman Discianno made a motion to approve the \$9,020.00 contract with 406 Inc for landscaping at the Emergency Services (E.S.) grounds which included a \$1,000.00 down payment. Supervisor Grimmer seconded the motion. Mr. Whitney, Mr. Grimmer and Mr. Discianno voted to approve. Mr. Discianno made a motion to approve the contract with MBIS Irrigation for \$8,850.00 to install the irrigation system for the E.S. grounds. The motion was seconded by Mr. Grimmer. The motion was approved unanimously by all three supervisors.

3) *Contract with Connolly's Caretaking:* Mr. Discianno made a motion to approve the groundskeeping contract with Connolly Caretaking for 2022 in the amount of \$14,320.00. Mr. Grimmer seconded this motion and it was approved on a 3-0 vote.

4) *Contract with Sturgeon Landscaping:* Chairman Discianno made a motion to approve the contract with Sturgeon for care of the Memorial Garden at the Community Building for \$2510.00 to be paid in advance. Supervisor Grimmer seconded the motion. Mr. Discianno, Grimmer and Whitney all voted aye, approving the motion.

1) *Purchase of new Ambulance and Fire Engine:* The board inquired on many aspects of the equipment build, uses and training required to properly operate the requested apparatus. In order to make a decision on the proposed purchases, Chief Melzer was directed to be obtain up to date pricing by the June 6, 2022 regular Town Board meeting in order to determine and present financing options to the electorate.

The meeting adjourned at 7:58PM.

Respectfully submitted,
Joan Wainio, Town Clerk

**Minutes of the
June 6, 2022 Winchester Town Board Meeting**

Chairman Discianno called the meeting to order at 6:00PM on Monday June 6, 2022, at Winchester Town Hall and via Zoom. Attending in person were Chairman Discianno, Supervisor Grimmer, Supervisor Whitney and Clerk Wainio. Treasurer Sell attended via Zoom. Fourteen members of the public attended in person along with additional persons via Zoom.

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

Chairman Discianno made a motion to approve the minutes of the May 2nd and 25th meetings Town Board meetings which was seconded by Supervisor Grimmer and approved 3-0.

Treasurer Sell read her report, Chairman Discianno made a motion to approve the Treasurer report as given. Supervisor Grimmer seconded the motion. The motion was approved unanimously.

CHAIRMAN & SUPERVISORS REPORTS:

Chairman Discianno: Mr. Discianno reported dates for upcoming outside meetings: June 16th the possibility of forming a Shared EMS Service with Manitowish Water, Presque Isle and Boulder Junction will be held at 11:00AM in Manitowish Waters; on June 27th the Vilas County ATV Sub-committee will meet again; and the local UTV/ATV club will be hosting informational meetings June 23rd at the Manitowish Waters Community Center and June 30th here in Winchester. Both meetings will begin at 7:00PM. As a reminder, the 2022 Board of Review will open at 9:00AM Wednesday June 29 in the Winchester Town Hall meeting room. Since the 4th of July holiday falls on the first Monday of July this year, it was agreed to postpone the regular July Town Board meeting to 7/11/22 at 6:00PM. Seal coating the parking lot of the E.S. building (ES) will not be completed this year as planned due to the condition after the winter. Instead, re-paving will be considered in 2023. The Rainbow Lake Assn. is looking to install buoys alerting boaters of loon nesting areas. Per Winchester's boating ordinance a request with specifics on locations needs to be presented to the Town Board for approval. The Town Crew has been grading gravel roads and cutting trees after the recent high winds and storms.

Supervisor Grimmer:

Library: The Library Trustees report a 75% favorable response to expanding library service from the 125 postcard surveys that have been returned.

Planning Commission: Items are on the agenda for discussion.

Lakes Committee: The Lakes Committee met in May; Mr. Grimmer forwarded documents from that meeting to both Chairman Discianno and Supervisor Whitney.

Broadband Committee: Met on 5/20. The Public Service Commission (PSC) may give a response on the existing grant application in July. Governor Evers recently added an additional \$25 million to previous funding.

Cemetery Association: Discussed placement of the newly purchased kiosk, refurbishing the cemetery sign and well removal.

Supervisor Whitney:

Fire Department: Highlights of the May 17th meeting: Keeping the fire danger sign up to date, prompt completion of accident report forms, and extensive discussion on planning for the July 9th Picnic in the Park. Mr. Whitney thanked EMS Director Renee Melzer for volunteering to chair this annual event for the townspeople.

Transfer Site: Traffic at the site is up due to the return of seasonal residents. Another brush day is scheduled for Saturday June 29 from 9AM-1PM. Correspondence from Republic Services will be taken up under correspondence. Due to the absence of Treasurer Sell, Mr. Whitney presented \$480.00 in disposal fees collected at the Transfer Station to Clerk Wainio who will turn them over to Ms. Sell for deposit in the bank.

Park: Will be discussed during agenda items.

Bike Trails & Lions Club: Nothing to report.

CORRESPONDENCE

Chairman Discianno reported that a letter was received by himself, both supervisors and the clerk regarding improper U.S. Flag display being followed by the Town, and receipt of a Flag Etiquette brochure from Sulo Wainio. Mr. Discianno will work with the Town Crew to rectify this situation and reported that the U.S. Flag is currently lit from dusk to dawn by a permanent light. Supervisor Grimmer received Craig VanArk presented the board with a survey conducted during the month of March at Ye Olde Shillelagh regarding the use of Circle Lily Road by various sports enthusiasts. Mr. Grimmer received a phone call from Mr. Rosema (sp.?) requesting that the Town consider shared EMS services prior to capital equipment purchases. Mr. Grimmer also noted he and the other board members were notified that Mary Quass will no longer take care of the website updates, along with an email revisiting use of Circle Lily by ATVs. Mr. Whitney received a request from Republic Services that future requests for pick-up and delivery of the containers at the Transfer Site be delivered via email. The attendant will need a computer at the transfer site to comply. Mr. Grimmer suggested the attendant utilize the

attendant's personal cell phone rather than providing a computer. Supervisor Whitney's offer to complete a survey request by only one board member

PUBLIC COMMENT

Sulo Wainio requested that the Town Board exempt businesses from the shipping container moratorium if it is extended and requested whether the survey of Island View Road had been completed as approved by the previous Town Board.

OLD BUSINESS

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

2) *Building Maintenance Repair Projects:* Mr. Whitney reported that the following projects have been completed or are near completion: Furnace replacement including air conditioning will be finished by June 7th, dusk to dawn switch for ES entrance and flag lighting are completed; the ES landscape project will begin the week of June 14th; Turtle bridge dusk to dawn sensors are being worked on; upgrades to lighting in the park bathrooms, kitchen and pavilion are in the works; crack sealing and seal coating of the library, park and transfer site are near completion. Mr. Whitney obtained a bid to epoxy coat the sidewalk at the library and although this project was not included in the 2022 budget, Mr. Grimmer made a motion to have Wisconsin Seal Coating Specialists apply epoxy coating on the library sidewalk for an amount of \$4,210. Mr. Whitney seconded the motion, and it was approved 3-0. Clerk Wainio will produce an up-to-date expense and revenue summary report so the board can determine where they stand with the budget. Mr. Whitney received an estimate to put a light on the flagpole, update and relight the basement of the Community Building. Mr. Whitney made a motion to contract with TMC Electric to re-lamp the basement of the Community Building for \$1785.00 which was seconded by Mr. Grimmer and approved on a 3-0 vote. Mr. Whitney then made a motion to have TMC Electric install a light for the flagpole at the Community Building at a cost of \$785. Mr. Grimmer seconded the motion, and the motion was approved 3-0. The concrete pad for the fuel tanks has been poured, Mr. Discianno will provide the specs for the necessary electrical connections to Mr. Whitney so Mr. Whitney can obtain bids. New locks for the park bathrooms and kitchen were discussed, but more info is needed. The park bathrooms will be re-opened for public use in the meantime. Mr. Grimmer made a motion to have Clean & B Well wash all the windows in the Community Building inside and out. Mr. Discianno seconded the motion, and it was approved.

3) *Operator's License Ordinance:* Chairman Discianno made a motion to approve Ordinance 2022-02 "Operator's Licenses" as presented by the Winchester Planning Commission and Mr. Grimmer seconded. The ordinance was adopted with a 3-0 vote. Prior to the meeting Mr. Whitney requested Ms. Wainio purchase an exhaust fan for the transfer site and bollards for the park parking lots. During the meeting Bill Sell explained that he and Joe Moll decided only one bollard could be used on the ramp to the pavilion, so Mr. Whitney changed the purchase orders.

4 & 5) *New Ambulance and Fire Engine:* Due to changes in ambulance and fire engine chassis' currently available, the fire chief requested the board table not make a decision at this time. Mr. Grimmer made a motion to table discussion to a special meeting June 20, 2022 at 6:00PK. The motion was approved on a 3-0 vote after being seconded by Mr. Whitney.

6) *Joint Papoose Lake Ordinance:* After noting that the ordinance number needed to be corrected to 2022-03 to match the ordinance passed by the Town of Presque Isle, Mr. Discianno, Mr. Grimmer, Mr. Whitney, and Clerk Wainio executed Ordinance 2022-03 "Motorboats and Watercraft Joint Ordinance Towns of Presque Isle and Winchester". Planning Commission Vice Chair Lee Stengele commented via Zoom the Commission tried to get legal advice from the Town's attorney for 3 years before the Town Board chose to adopt the ordinance as presented by the Town of Presque Isle citing their 30-day power.

NEW BUSINESS.

1) *Opening of Road Paving Bids:* The only bid to repave Old W Road was received from Pitlik and Wick at almost \$100,000 more than 2021. Another bid from Pitlik and Wick was received to pave Town Shed Road and the area around the garage. Mr. Discianno and Mr. Whitney both suggested delaying a decision to the June 20 Special Meeting. No decision was made.

2) *Opening of Crack Sealing Bids:* Only Fahrner Asphalt provided a bid as follows: end of E Birch Lake Rd., \$4,976.83; Old County O, \$3,851.12; Flex patching for W Birch Lake Rd., \$16,925.00 for a total of \$25,752.95. Mr. Grimmer questioned whether the board wanted to make a decision or table it to June 20, Mr. Whitney agreed along with Mr. Discianno.

3) *Opening of Epoxy Coating Bids for Fire Department:* Fahrner---Base bid \$23,000 + curb \$840 + striping \$600 + logo \$850 = \$25,290 Total. Wisconsin Coating Specialists---Base bid \$26,850 + curb \$1500. Striping included in base bid but no price for logo. Total \$28,350. Crane---Base bid \$53,700 with no pricing for alternates. Concrete Specialists (the only firm that did not do a site visit) Base bid \$27,000 + curb \$8/linear foot + striping \$8,000 + logo \$16,000 = \$51,000 (not including curb). Mr. Whitney stated he would like to review the bids to qualify and discuss further at next month's regular meeting or the upcoming Special meeting.

4) *Building setbacks from Town Roads:* Mr. Discianno requested the Planning Commission write an ordinance to regulate these setbacks per request by Vilas County Zoning. The board suggested the Planning Commission begin with the Presque Isle, Boulder Junction and Manitowish Waters ordinances currently in place for a beginning.

5) *Transfer Site Disposal Fees:* Chairman Discianno made a motion to accept the fee schedule updates provided by Supervisor Whitney. Supervisor Grimmer seconded the motion and it was approved on a 3-0 vote.

6) *Shipping Container Moratorium:* Mr. Grimmer made a motion to extend the Shipping Container Moratorium for an additional 6 months. Mr. Whitney seconded the motion. The motion was approved on a 3-0 vote.

7) *Camp Mishike deed restrictions regarding camping:* An email was sent to the Town Board with a copy of the deed restrictions for properties within the Camp Mishike Shores subdivision to make the board aware of these restrictions whenever camping permits were requested. Mr. Discianno then read a letter dated 4/25/22 requesting use of a camper on property located at 1056 Harris Lake Road on weekends or possibly a few weeks at a time. Clerk Wainio questioned whether the Harris Lake Road property was within Camp Mishike Shores and Mr. Grimmer stated it was one of the lots, indicating he believed it was parcel #1. This parcel was given a permit from Vilas County last year and it is now coming back around. An attendee requested that either a "cease and desist order" or at minimum non-renewal of the camping permit happen. Mr. Grimmer will provide Mr. Discianno with additional information on the property in question so that the Town can advise Mr. Janet at Vilas County Zoning of the Town's position. Mr. Grimmer then accessed Vilas County GIS Mapping on his laptop and determined the property located at 1056 Harris Lake Road was not regulated by the Camp Mishike Shores deed restrictions.

8) *Reconfiguration of parcels lot 6 Block 1 Mikich's Shorewood Subdivision:* Chairman Discianno made a motion to accept the reconfiguration of parcels lot 6 Block 1 Mikich's Shorewood Subdivision with the information supplied by Wilderness Surveying. Mr. Grimmer seconded the motion, and it was approved 3-0.

9) *Town Road Turnarounds:* Mr. Whitney provided the board with a list of turnarounds in the Town that do not meet the State specifications and need to be prioritized for potential future improvements.

10) *Operator License Approvals:* Mr. Discianno made a motion to approve applications for 2022 Operator's Licenses from: Sandra Coan, Isaac Cowart, Vanessa Embling, Catherine Egelhoff, Nancy Johnson, Christian Krull, John Melzer, Alice Mumford, Rebecca Potter, Rachel Schwanz, Sulo Wainio and Joan Wainio. Mr. Grimmer seconded the motion, and it was approved 3-0.

11) *Picnic License for Fire Dept. July 9, 2022:* Mr. Grimmer made a motion to approve the application from the Winchester Fire Dept. for a Picnic License July 9, 2022. Mr. Whitney seconded the motion, and it was approved 3-0.

12) *Future Agenda Items:* Seal coat bids, road paving bids, epoxy coating bids, ambulance and fire engine purchases, and budget review.

Mr. Discianno made a motion to approve vouchers Quick Books DD 1408 dated 5/2/22 through Liability check Quick Books Payroll Service dated 5/31/22 EFT 062741 to the Wisconsin Dept of Revenue. Mr. Grimmer seconded the motion which was approved 3-0.

Meeting adjourned at 8:34PM

Respectfully submitted,
Joan Wainio, Town Clerk

**MINUTES OF THE JUNE 13, 2022
SPECIAL TOWN BOARD MEETING
TOWN OF WINCHESTER, VILAS COUNTY**

Chairman Discianno called the meeting to order at 6:00 PM on June 13, 2022 at the Town Hall. In attendance were Chairman Discianno, Supervisor Grimmer, Supervisor Whitney and Clerk Wainio.

Supervisor Whitney moved to accept the agenda at the discretion of the Chair, seconded by Supervisor Grimmer. The motion was approved 3-0.

Chairman Discianno stated a that motion to rescind was not necessary since a vote to table action to June 20, 2022 was not taken at the June 6, 2022 meeting and immediate action was necessary to secure the pricing quoted in the bids opened June 6th.

Road Paving Bids: In order to reduce the cost of paving 1.57 miles of Old W Road from Harris Lake Road to the Town line, Mr. Discianno requested Brad Pitlik reprice the project narrowing the shoulder from three feet to 1.5 feet. Mr. Grimmer made a motion to accept the bid as specified with the width of the shoulder reduced to 1.5 feet at a cost of \$260,701.00, a savings of \$9,728.00. Mr. Discianno seconded the motion. The vote was approved on a 2-1 vote with Mr. Whitney voting nay. Mr. Grimmer made a motion to accept Pitlik & Wick's bid to pave only the approaches to the garage aprons and mixing pad with 2 ½ inch blacktop, excluding Town Shed Road. Mr. Whitney seconded the motion, and it was approved 3-0.

Crack Sealing Bids: Mr. Discianno made a motion to accept the bid submitted by Fahrner Asphalt as follows: end of E Birch Lake Rd., \$4,976.83; Old County O, \$3,851.12; Flex patching for W Birch Lake Rd., \$16,925.00 for a total of \$25,752.95. Mr. Grimmer seconded the motion which was approved unanimously.

Epoxy Coating Bids of the Fire Station: Mr. Whitney made a motion to table discussion and action at this time. Mr. Grimmer seconded the motion, and it was approved 3-0.

The meeting was adjourned at 7:03 PM
Joan Wainio, Town Clerk

**MINUTES OF THE JUNE 20, 2022
SPECIAL TOWN BOARD MEETING
TOWN OF WINCHESTER, VILAS COUNTY**

Chairman Discianno called the meeting to order at 6:00 PM on June 20, 2022 at the Town Hall. In attendance were Chairman Discianno, Supervisor Grimmer, Supervisor Whitney and Clerk Wainio.

Supervisor Grimmer moved to accept the agenda at the discretion of the Chair, seconded by Supervisor Whitney. The motion was approved 3-0.

Since Kevin Pomasl was delayed, Chairman Discianno began discussion with new business.

New Business

Compactor Schedule: Republic Services is requesting the Town go on a scheduled pick-up program for the summer. Chairman Discianno made a motion to have Republic Service pick up/exchange the Waste dumpster every 2 weeks May through September and pick up/exchange the Recycle dumpster every 3 weeks from May through September 2022. Supervisor Grimmer seconded the motion and the motion passed 3-0.

Liquor License Renewals: Mr. Discianno made a motion to renew Class B Combination Licenses for the period July 1, 2022 through June 30, 2023 for Smokey's, Thirty Point Tap & WinMan Trails. Mr. Grimmer seconded the motion. The licenses were approved on a 3-0 vote.

Picnic License for Lions Club: Mr. Discianno made a motion to approve the application for a Class B Picnic License for the Winchester Lions' Club for use at the Boat Parade 7/2/22. Mr. Whitney seconded, and the motion was approved 3-0.

Old Business

Fire Truck: Fire Chief John Melzer requested the board stand down 6 months on ordering a new pumper/tanker due to the difficulty in procuring a Peterbilt chassis at this time. Mr. Discianno made a motion to table consideration for up to 6 months unless the situation changes, and information is available sooner. Mr. Whitney seconded the motion, and it was approved unanimously.

Ambulance: Supervisor Whitney inquired why the Fire Department was not considering purchasing a used ambulance to save taxpayer money. Chief Melzer advised the board that the ambulance, of all vehicles the Town owns, is the most important and needs to be ready to roll at any time. Mr. Melzer proposed the Town consider a 5-year rotation of the ambulance to preserve re-sale value. After discussing options, Mr. Discianno made a motion to purchase new 2022 DeMeres Ambulance on a 4x4 Ford F450 chassis from Pomasl Equipment for \$274,913.00; agreeing to allow Pomasl to utilize the vehicle as a demo for no longer than 2 months or 5,000 miles whichever occurs first. Payment for the ambulance will not be due until delivery with a discount of \$1/mile driven while being used as a demo. Mr. Grimmer seconded the motion and all three members voted aye.

The meeting was adjourned at 8:00 PM
Joan Wainio, Town Clerk

**MINUTES OF THE JUNE 29, 2022
SPECIAL TOWN BOARD MEETING
TOWN OF WINCHESTER, VILAS COUNTY**

Chairman Discianno called the meeting to order at 8:45AM on June 29, 2022 at the Town Hall. In attendance were Chairman Discianno, Supervisor Grimmer, Supervisor Whitney and Clerk Wainio.

New Business

Northern Colors Painting Estimate: Mr. Discianno made a motion to approve the estimate by Northern Colors Painting & Epoxy to paint both of the old garages at the end of Town Shed Road not to exceed \$4200.00 including supplies. Mr. Whitney seconded the motion. Motion approved 3-0.

TMC Electric: Mr. Discianno made a motion to approve estimates 11581 @ \$1,017.00, 11582 @ \$430.00, 11578 @ \$2,187.00, and 11588 @ \$2,383.00 for electrical upgrades at the Town Hall, Transfer Site, and Park. The motion was seconded by Mr. Grimmer and approved 3-0.

Mr. Grimmer made a motion to approve a change order dated 6/20/22 from 406 Inc. that was verbally approved by Mr. Whitney in the amount of \$1300.00 for additional topsoil. Mr. Whitney seconded the motion and it passed 3-0.

The meeting was adjourned at 9:00AM
Joan Wainio, Town Clerk

**Minutes of the
July 11, 2022 Town Board Meeting**

Chairman Discianno called the meeting to order at 6:00PM on Monday July 11, 2022 at Winchester Town Hall and via Zoom. Attending in person were Chairman Discianno, Supervisor Grimmer, Supervisor Whitney, Clerk Wainio, and Treasurer Sell. From Wisconsin Coating Specialists

Supervisor Grimmer made a motion to accept the agenda at the discretion of the chair. Supervisor Whitney seconded the motion which was approved 3-0.

Minutes: Mr. Grimmer made a motion to approve the minutes of the 6/6/22 regular meeting, 6/13, 6/20 and 6/29 Special Meetings with these corrections/additions: 6/6/22 New Business #7 that before adjourning the meeting the Board determined the property located at 1056 Harris Lake Rd was not covered by the Camp Mishike deed restrictions; 6/6/23 Old Business #6 be corrected to indicate that Mr. Discianno, Mr. Grimmer and Mr. Whitney executed Ordinance 2022-03; and finally at the 6/20/22 Special Meeting Mr. Grimmer seconded the motion to purchase a new ambulance. Mr. Grimmer's motion was seconded by Mr. Discianno and approved unanimously.

Treasurer's Report: Treasurer Sell read her report as submitted in writing to the Board. Mr. Discianno made a motion to accept the report as given which Mr. Whitney seconded. The motion was approved 3-0.

CHAIRMAN & SUPERVISORS REPORTS:

Chairman Discianno:

Town Crew: The Town Crew replaced the damaged bridge guard rail on Townsite Road at the dam, installed the bollard in the walkway to the bathrooms in the park, installed the gate valve culvert for the retention pond at the town shop, continued mowing of town roads, and filled the eroded to the south of the fire station.

Vilas County Highway Department completed cutting trees and brush along County W to improve the sight lines approaching the building from the road along with entering the road from the parking lot.

Mr. Discianno attended the Vilas County ATV/UTV Sub-committee meeting 6/27 in Eagle River. The next meeting is scheduled for 7/25.

A carpenter who grew up here is offering to help repair the walking bridge in the park when the time comes.

The Turtle Lakes Chain Assn. (TLCA) will assist with donations to repair the façade of the bridge between North and South Turtle Lakes.

Mr. Discianno was contacted regarding a lost dog along with a discovery at the park which resulted in the need to contact the Vilas County Sheriff Department.

The 2022 Winchester Boat Parade was a success. 168 voters on shore judged the 5 participating boats led by the American Legion. The Town will need to order Porta-Potties for the event in the future like in the past.

Supervisor Whitney

Fire Dept: Members discussed options to earn better interest on their savings, prompt reporting of injuries, plans for the upcoming Picnic in the Park, recent upgrades of our Streamlights from incandescent to LED, the grant application for new air tanks (SCBA), and an EMS Flex Grant for the ambulance.

Transfer Site: Is busy with the additional seasonal residents and new services being offered. Only 6 people took advantage of the June Brush Day, another will be offered later.

Bike Trails Inc: New concrete rumble strips have been installed at road intersections, and some of the boards on the bridge along County W need replacement and the dead trees on the berm between the bike trail and the Town storage sheds are being replaced.

Supervisor Grimmer

Library: The library's Zoom contract was recently renewed. The board has requested if the Town Board and Library could share the same Zoom account in the future. At this point expansion of the Community Building which houses the Library is on hold.

Broadband: The Brightspeed grant did not happen. The Vilas County Economic Development Committee will hold a Zoom meeting on broadband 7/21.

CORRESPONDENCE

Supervisor Grimmer will contact the Town Crew regarding a request from Bobbie Kocim of the Birch Lake Assn. to cut invasive species in the area of the inlet to Birch Lake. Mr. Grimmer inquired on the Town's policy regarding open carry in Town buildings after an instance where a documented concealed carry individual entered with a clearly visible weapon. Chairman Discianno responded that weapons are not allowed in Town buildings.

Supervisor Whitney received a text from Fahrner revising their recent bid on the Fire Station epoxy floor coating. Chairman Discianno received an anonymous complaint on a property located on South Turtle Lake which was deemed frivolous. Clerk Wainio read a letter from the 1056 Harris Lake Rd property owners again requesting a camping permit, correspondence from the Discovery Center opposing ATV/UTV use in the vicinity of the Center,

a response from the owners of the property within the Camp Mishike Shores subdivision objecting to the Town's decision to rescind their camping permit that was granted in July 2021 for a period of one year.

PUBLIC COMMENT

Carole Theesfeld inquired on the possibility of another brush day this Summer. Sulo Wainio commented that if a shipping container is used permanently on commercial property, it should be treated differently than in proposed shipping container ordinance. Marjean Schuelke expressed concern that the new bulk item dumpster receives enough in fees to cover the cost of the container, and the current facilities rental agreement be clarified so the procedure is "written in stone".

Old Business

1) *Road/Lane Name Changes*: None.

4) *FD Epoxy Floor job bids*: Rachel from Midwest Coating Specialists discussed the procedure used by their company and the benefits of sealing the concrete floor. Another alternative if the Town cannot afford the epoxy coating is to simply seal the floor. Mr. Discianno suggested that the Fire Dept. contribute some of their fundraising monies to the project and would like to disqualify the bid received from Fahrner because that bid did not meet the specifications. Mr. Discianno made a motion to table the discussion, Mr. Whitney seconded and the motion was approved 3-0.

3) *EMS Shared Services*: Chairman Discianno invited Steve Herzberg a seasonal resident and member of the Winchester Fire Department and Deputy Chief of the Bodega Bay, CA Fire Department to shed more light on a proposal received from Strategic Management & Consulting titled "Comprehensive Study Regarding the Options to Provide Emergency Medical Services for the Towns of Winchester (Win), Manitowish Waters (MW), Presque Isle (PI) and Boulder Junction (BJ)". Mr. Herzberg talked for half an hour regarding the challenges facing not only our area but also across the nation in recruiting, training and financing emergency services. After discussion, Mr. Discianno made a motion stating that the Winchester Town Board supports Strategic Management & Consulting to proceed with Phase 1 of a study for all 4 Towns, (Win, MW, PI and BJ) at a cost up to \$6,000.00. Mr. Grimmer seconded the motion. The motion was approved 3-0.

2) *Maintenance Repair Projects*: Mr. Discianno received information from Walt's Petroleum indicating that the cost for an additional fuel tank for the Town Garage had increased \$4,000 since last year. Mr. Discianno requested Town Crew member Bill Sell contact Ritchie Lakeland Oil of Minocqua to submit prices to the Town Board for consideration.

Mr. Whitney reported that he is working with Winkler's on plants for the area around the flag poles in front of the E.S. Bldg.; the exhaust fan installation in the Transfer Site was complete; Wisconsin Coating Specialists will be repairing the epoxy floor in the Transfer Site under warranty; new faucets have been installed in the Park bathrooms; new locks for the Park bathroom doors are ready to be installed; the Memorial Garden pavers have been pulled and cleaned; the garden is looking good but needs more work; the 4 shrubs that were going to be replaced are now looking good—Sturgeon Landscaping will leave in the ground and credit the Town for that portion of their billing; the spigot in the front of the Community Building has been installed; Wisconsin Coating Specialists will begin the epoxy coating of the Community Building sidewalks on August 1st.

The Town board approved the following estimates received for electrical work from TMC Electric:

111004: Mr. Whitney made a motion to accept estimate #111004 to install electric to the storage building fuel pump, and if possible, utilize the existing underground pipe chase at a cost of \$3780.00. Mr. Discianno seconded the motion and it was approved 3-0.

11105: Mr. Discianno made a motion to accept estimate #111005 to install 1 dusk to dawn motion light in the sand storage building at a cost of \$1680.00. The motion was seconded by Mr. Grimmer and approved 3-0.

111006: Mr. Discianno made a motion to accept estimate #111006 to supply and install 2-high bay lights, 1-4' LED light fixture over the existing work bench, 2 receptacles in northeast corner, and 2-dusk till dawn motion sensor light fixtures by each service door for a total of \$2860.00. The motion was seconded by Mr. Grimmer and approved 3-0.

New Business

1) *Driveway Ordinance*: Mr. Discianno made a motion to adopt Ordinance #2022-05 "Driveways Ordinance for the Town of Winchester, Vilas County WI" after correction of formatting indentations. Mr. Grimmer seconded the motion and it was approved 3-0.

2) *Roads Ordinance*: Mr. Discianno made a motion to adopt Ordinance #2022-06 "Town Roads Ordinance for the Town of Winchester, Vilas County WI" as written. The motion was seconded by Mr. Grimmer and approved 3-0.

3) *Building Setback Ordinance*: Mr. Discianno made a motion to table the item. Mr. Grimmer seconded and the motion passed unanimously.

- 4) *Shipping Container Ordinance*: Mr. Discianno made a motion to table and send back to Planning Commission for further review. Mr. Grimmer seconded the motion. Motion was approved on a 3-0 vote.
- 5) *Facilities Rental Agreement*: Mr. Discianno made a motion to amend the Facilities Rental Agreement Reservations provision to read "Reservations must be made with the Town Clerk at least one week and up to 1 year in advance of the date requested". Mr. Grimmer seconded the motion and it was approved 3-0.
- 6) *Republic Waste*: More information is needed regarding current charges and historical costs.
- 7) *Spending/Approval Process for payments*: The clerk will bring a copy of the current resolution regarding purchases to the August meeting.
- 8) *Road Ditches clearing*: The Town crew does clearing whenever possible.
- 9) *Website Changes*: Mr. Whitney will make a list of suggested things to change/remove/add to the website.
- 10) *Bulk Items Instructions*: Mr. Whitney will prepare instructions to post on the website.
- 11) *Steps for Bulk Items Bin*: Mr. Whitney will investigate possibilities and costs.
- 12) *Brush Day*: Nothing set at this time. Mr. Whitney would like to see the date posted on the website.
- 13) *Key Cabinet*: Mr. Whitney will work with the Town Crew to verify current keys for all of the Town buildings in order to clean things up and purchase a key cabinet for use at the Town Hall.
- 9) *Future Agenda Items*: Room Tax, Bridge Repair in Park, Epoxy Coating, Resolution for spending, Costs for Casper Truck plow truck build, EMS Sharing

Mr. Discianno made a motion to approve June disbursements Quick Books (QB) payroll service dated 6/1 to QB payroll service dated 6/30. Mr. Grimmer seconded the motion. Approval 3-0.

Mr. Whitney made a motion to approve Schmidt & Sons Invoice number 5737 in the amount of \$233.28; invoice # 5738 in the amount of \$719.62 and invoice #5739 in the amount of \$720.91. Mr. Grimmer seconded the motion and it was approved 3-0.

The meeting was adjourned at 9:53PM.

Respectfully submitted,
Joan T. Wainio, Town Clerk

**Minutes of the
August 1, 2022 Winchester Town Board Meeting**

Chairman Discianno called the meeting to order at 6:00PM on Monday August 1, 2022, at Winchester Town Hall and via Zoom. Attending in person were Chairman Discianno, Supervisor Grimmer, Supervisor Whitney, Treasurer Sell and Clerk Wainio. Seven members of the public attended in person along with others via Zoom. Supervisor Grimmer made a motion to approve the agenda at the discretion of the Chairman. The motion was seconded by Supervisor Whitney and approved on a 3-0 vote.

Supervisor Grimmer made a motion to approve the minutes of the July 11th regular Town Board Meeting that The Treasurer's report was given by Treasurer Sell and approved unanimously on a motion made by Chairman Discianno and seconded by Supervisor Grimmer.

CHAIRMAN & SUPERVISORS REPORTS:

Chairman Discianno: If the weather cooperates, the contractor will begin painting the old garages later in the week. The garage generator has been installed. As the meeting was starting Mr. Discianno received a bid from Ritchie Oil via email for the desired 1000-gallon fuel tank. Mr. Discianno will forward the particulars to the 2 supervisors. Employee reviews and beginning 2023 budget talks will be scheduled soon.

Supervisor Whitney:

Fire Department: Procedures to apply for USDA grants was discussed and will continue to be researched.

EMS Director Renee Melzer reported she had completed the annual grant application for the EMS Department.

Transfer Site: The new bulk bin is being well utilized, but its cost needs to be monitored. Mr. Whitney announced that a brush day will be held on Aug 13th from 9 – 1.

Park & Bike Trails: Nothing to report.

Lions Club: Will draw the winner of the E-bike raffle at Noon 9/3 at the Town Hall.

Supervisor Grimmer:

Library: Is purchasing a new laptop computer. Mr. Grimmer is going to bring one of the meeting Owls used for the Zoom meetings to the library.

Broadband Committee: Bill Niemuth, a member of the Vilas County Economic Development Corp. believes that there will be another 100 million dollar granting opportunity opening in September. Mr. Niemuth suggests that Winchester team up with Manitowish Waters and work with the VCEDC to apply for this grant.

Planning Commission: Items are on the agenda for discussion.

Lakes Committee: Is assembling information on hazardous wakes.

CORRESPONDENCE

Mr. Discianno alerted the Town Crew about a problem with a culvert on West Birch Lake after receiving a call from Rob Hillerich. Mr. Grimmer was approached regarding road right-of-ways on West Rock Lake Road and depressions in Agony Point and Tillman Roads. Mr. Grimmer referred the questions on the right-of-way to Jim Logan and verified the depressions in Agony Point & Tillman Roads.

PUBLIC COMMENT

Carole Theesfeld suggested the Town Board research what is considered a "weapon" in their consideration for restrictive signage. Sulo Wainio questioned why the Noseeum Lake boat landing had not been mowed by the caretaking company or graveled by the Town Crew to date this year.

OLD BUSINESS

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

2) *Building Maintenance Repair Projects:* Mr. Discianno reviewed the projects that have not been completed this year: Community Bldg. siding deterioration; creating gravel perimeters around the Emergency Service (ES) and Community Bldgs. Mr. Discianno feels if any projects are not completed this year, they will be addressed in 2023. Mr. Whitney reported that the electric upgrades at the new garage will begin 8/3; possible relocation of the gas meter at the new garage; locks in the park bathrooms and kitchen have been replaced and programmed; a replacement fan in the park beverage building and problems with the electrical outlet in the grill area are being addressed; Mr. Whitney has sketched out the ES bldg. sprinkler system, will laminate a copy and leave one copy in the control box and give an additional copy to the Town Clerk. Chris Connolly will begin the Fall planting in the area surrounding the Flag Poles at the E.S. Building soon. Sturgeon Landscaping is almost done with the work on the Memorial Brick Path at the Community Building. Mr. Whitney will inquire into the cost to replace the 3 damaged garage doors in the Transfer Site Building. Mr. Grimmer is checking on the problems with the E.S. Building toilets and is getting no response from CenturyLink regarding internet in the park.

3) *EMS Shared Service:* Mr. Discianno is waiting for information on the status of Boulder Jct., Manitowish Waters and Presque Isle participation in the study.

4) *Epoxy Coating for the Fire Department Floor:* Chairman Discianno made a motion to table for discussion in the 2023 Budget. Supervisor Grimmer seconded and the motion carried 3-0.

- 5) *Casper's Plow Truck Builder*: Since the date for projected delivery of the chassis has been delayed until the second quarter of 2023, Casper's is not able to get prices for the necessary parts at this time.
- 6) *John Deere Tractor Mower Date*: Chairman Discianno received a report that the tractor has left John Deere and is on its way to the builders.
- 7) *Town Road Turnarounds*: Mr. Discianno made a motion to task the Planning Commission to update Ordinance #2022-05 Town Roads and Ordinance #2022-06 to include turnarounds.
- 8) *Building Set Back Ordinance*: The Planning Commission needs to do additional research on this subject.
- 9) *Spending Limits for Town Officials*: The procedures set forth in Ordinance #2015-04 were discussed. No change at this time.

NEW BUSINESS.

- 1) *Room Tax for Rental Properties*: Mr. Discianno made a motion to have the Planning Commission investigate the feasibility of a Room Tax. Mr. Grimmer seconded the motion which passed unanimously.
- 2) *Bridge Repair at the Town Park*: Vilas County Supervisor Dick Logan will inquire on the requirements for any repairs/improvements to the bridge with Vilas County Land, Water & Conservation, and report back to the Town Board.
- 3) *Future Agenda Items*: Dam repair, new fuel tank for garage, weapon signage, ARPA funding, acquisition of land in the proximity of the dam, possible Town involvement in proposed sale of property at NE corner of Old O and Townsite Road.

Mr. Discianno made a motion to approve vouchers Quick Books DD 1456 dated 7/1/2022 through Liability check Quick Books Payroll Service dated 7/29/2022 Invesco. Mr. Whitney seconded the motion which was approved 3-0.

Meeting adjourned at 7:38PM
Respectfully submitted,
Joan Wainio, Town Clerk

**MINUTES OF THE AUGUST 31, 2022
SPECIAL TOWN BOARD MEETING
TOWN OF WINCHESTER, VILAS COUNTY**

Chairman Discianno called the meeting to order at 8:30AM on August 31, 2022 at the Town Hall. In attendance were Chairman Discianno, Supervisor Grimmer, Supervisor Whitney and Clerk Wainio.

Supervisor Grimmer moved to accept the agenda at the discretion of the Chair, seconded by Supervisor Whitney. The motion was approved 3-0.

NEW BUSINESS

Electrical outlet for private work room in Library: After reviewing the status of the Community Building Budget, Mr. Grimmer will contact TMC Electric for time and materials to install a 4-gang electrical outlet in this room at the library and discuss the potential for utilizing funds from the library's donation account to pay for the work.

Meeting with Strategic Management & Consulting: Jesse Mabe, EMS Director of Manitowish Waters informed Mr. Discianno that Strategic Management & Consulting will be holding interviews with officials of the Towns of Manitowish Waters, Boulder Jct., Presque Isle and Winchester on October 11, 12, and 13 at the Great Northern Motel in Mercer to answer questions on the proposed joint emergency medical service. A meeting to introduce the public to the plan will be held the evening of October 12th at the school. Any town official who would like to meet with the consulting firm needs to contact Jesse to set up an appointment.

Advertising for Town Crew replacement: The board agreed on wording for this advertisement. Clerk Wainio will post notices of the opening at the Town Hall, Library, Transfer Site, on the Town Website and in the Lakeland Times. The deadline for applications to be received is October 1, 2022.

2022 Budget Review: The supervisors and clerk reviewed the budget to date and made projections on anticipated revenues and expenses for the balance of the year.

The meeting was adjourned at 10:51AM
Joan Wainio, Town Clerk

**Minutes of the
September 12, 2022 Winchester Town Board Meeting**

Chairman Discianno called the meeting to order at 6:00PM on Monday September 12, 2022 at Winchester Town Hall and via Zoom. Attending in person were Chairman Discianno, Supervisor Grimmer, Supervisor Whitney, Clerk Wainio, and Treasurer Sell along with Chris Heinzen of JX Truck via Zoom.

Supervisor Grimmer made a motion to accept the agenda at the discretion of the chair. Supervisor Whitney seconded the motion which was approved 3-0.

Minutes: Chairman Discianno made a motion to approve the minutes of the 8/1/22 regular meeting, 8/15 and 8/31 Special Meetings with this correction: 8/31 *New Business Electrical outlet for private work room in Library:* "Mr. Grimmer will contact TMC Electric for time and materials to install a 4-gang electrical outlet" which Mr. Grimmer seconded. The motion was approved 3-0.

Treasurer's Report: Mr. Discianno made a motion to approve the Treasurer's report as given. Mr. Whitney seconded the motion and it was approved unanimously.

CHAIRMAN & SUPERVISORS REPORTS:

Chairman Discianno: Mr. Discianno reported that Pitlik & Wick would begin the paving project of Old W Road from Harris Lake Road to the Winchester/Presque Isle town line later the week of 9/12 or the week of 9/19.

Supervisor Whitney

Fire Dept: Mr. Whitney was not able to attend the August meeting.

Transfer Site: Mr. Whitney collected money \$220 for electronics recycling and \$625 for bulk item disposal from Don Melzer. He believes the bulk item dumpster receipts covered the cost for the service this time. The Town will be holding another brush day on Saturday 10/1 from 9AM-1PM.

Bike Trails Inc. and Lions Club: Nothing to report.

Supervisor Grimmer

Planning Commission: Is continuing work on the Set-back Ordinance, Shipping Container Ordinance and other items.

Lakes Committee: Heard a report on hazardous wakes on lakes. The committee would like to present this report to the Town Board.

CORRESPONDENCE

Clerk Wainio received a survey from the DNR regarding the Town's winter salt usage. Mr. Discianno also received this correspondence and completed the survey. The North Central Planning Commission sent a packet regarding their assistance in updating the Vilas County Outdoor Recreation Plan for 2023-2027. They would like input from the Towns and public on this project. Vilas County Zoning will be holding a public hearing 10/6 on proposed amendments to Chapter 15 regarding private sewage systems at the Vilas County Courthouse. Supervisor Grimmer is researching competitive bids for the Town's insurance.

PUBLIC COMMENT

Arlene Kellett is planning the 2023 Boat Parade to be held 7/1/23 with a possible Street Dance to follow.

Sulo Wainio requested the Town Board look into the use of fully electric bikes on the Winchester Bike Trail due to an accident which occurred in Manitowish Waters over the Labor Day Weekend.

Old Business

1) *Road/Lane Name Changes:* None.

2) *Maintenance Repair Projects:* Mr. Whitney made a motion to accept a bid from Lakeland Overhead Doors to replace the 3 garage doors in the Transfer Site Building with new 24-gauge doors for \$5233 including installation. Mr. Grimmer seconded the motion which was approved 3-0. Relocation of the gas meter at the Town Garage is on hold while we wait for a plan from WE Energies that may take up to 8 weeks to receive. In the interim space will be left open on the North end of the garage for the meter when Pitlik & Wick paves that area. Electrical work at the Park has been completed except for the outlet in the BBQ area, but that was started. The Library walkway paver project is almost complete. Connolly Caretaking will continue mowing their mowing of Town properties every other week until October cleanup. The sprinkler system at the Town Hall will be shut down in 2 weeks. Schmidt & Sons advised Mr. Grimmer that there is a retrofit kit available to fix the problems with the new toilets in the Municipal building. The electrical outlet was installed in the new Library work room, and Schmidt & Sons replaced a faulty element in the Community Building water heater.

3) *EMS Shared Services:* A meeting for the public will be held at North Lakeland Elementary School on October 11th at 5:30PM.

- 4) *Update on Peterbilt Plow Truck:* Chris Heinzen explained that due to the difficulty in obtaining the vocational hood needed for the new truck the estimated build date will not be until late quarter two of 2023 or not until quarter three of 2023. Until this point Mr. Heinzen has not been able to place the order, only take a reservation, now he will be able to place the order. At this time the estimated price of the truck is around \$135,000 for the chassis, but that still is not a protected price. Mr. Discianno made a motion to sign the updated paperwork from JX Truck for the Peterbilt truck. Mr. Whitney seconded the motion. The motion was approved 3-0. Sulo Wainio questioned whether it would be wise to check with other manufacturers on possible earlier delivery and better pricing. Mr. Discianno doesn't feel anyone else could supply a chassis sooner, but will attempt to make contact.
- 5) *Foot Bridge at Town Park:* Mr. Grimmer researched the process to make repairs to the bridge and will contact the water wizard at the DNR to set up an inspection meeting and continue to research the possibilities.
- 6) *Turtle Dam Inspection:* The firm that performed the last inspection has not responded to Mr. Grimmer. MSA's specialist in Madison gave an estimate of \$3500. Mr. Grimmer also obtained a list of qualified engineers from the DNR and will be in touch with additional companies before the mandated inspection in 2023.
- 7) *Firearm Signage:* Mr. Discianno and Mr. Grimmer both found potential signs for posting. After discussion Mr. Discianno will contact our attorney for his advice.
- 8) *Broadband:* Vilas County Economic Development Corporation (VCEDC) hosted a meeting between Brightspeed, the Winchester Broadband Committee and the Manitowish Waters Broadband Committee to discuss broadband expansion in the area. At this point, it is not known when the next round of grant applications will open.

New Business

- 1) *Town Board Pay Increases:* A request to increase the salaries of the Town Chairman, Supervisors, Treasurer and Clerk may be brought before the electors at the Annual Budget/Levy meeting in November. These salaries have not changed since 2015.
- 2) *Transfer Site Contracts:* Our costs have gone through the roof. Mr. Whitney will contact Republic Services and request clarification of our costs.
- 3) *Domain Name:* We will invite our Information Technology representative to attend a future meeting and explain our options.
- 4) *Adelaide Lake Road Culvert Problem:* The Town Crew brought coarser stone to the area in an attempt to alleviate the problem, but the culvert may not be large enough to handle the water flow. Mr. Grimmer will contact the landowner and Mr. Discianno will get in touch with Delmore Consulting to review the road surface.
- 5) *Camping Request for 14243 Falling Star Trail:* Mr. Discianno made a motion to approve the request from Christine Swets. Mr. Whitney seconded the motion which was approved 3-0. Mr. Discianno will advise Vilas County Zoning of the decision.
- 6) *Business Signage in Town right-of-way's:* After discussing the Town Sign Ordinance and potential methods to have these signs removed, it was decided to request the Town Crew pick up any signs except for real estate signs placed on site. The signs will be brought to the Town Garage for the owners to pick up.
- 7) *Clearing of brush/trees Township lakefront property:* Mr. Discianno will ask our attorney to write a letter to the person who has been doing the cutting along with advising Vilas County Zoning about the illegal shoreline cutting.
- 8) *Lions Plaque:* Mr. Whitney will research plaque costs for the \$1000 donation from the Lions' Club for Town Hall plantings.
- 9) *Budget Meeting:* The Town Board will meet at 8:30AM on Sep 21st to continue work on the 2023 budget.
- 10) *Future Agenda Items:* Presentation on Wake Boats by Lakes Committee, Electric Bikes on Bike Trails, 2023 Boat Parade, Insurance Renewal.

Mr. Discianno made a motion to approve August disbursements Payroll direct deposit 1475 dated 8/1/22 through check number 30498 dated 8/30/22. Mr. Grimmer seconded the motion and it was approved 3-0.

At 8:20PM Mr. Discianno made a motion to go into Closed Session under SS19.85 (1)(c). Mr. Grimmer seconded the motion, motion approved 3-0.

At 9:35PM Mr. Discianno made a motion to reconvene in open session, Mr. Grimmer seconded the motion which was approved by all.

During closed session the board began discussion of employee reviews, job descriptions and possible benefits for new hires.

The meeting was adjourned at 9:36PM.

Respectfully submitted,
Joan T. Wainio, Town Clerk

**Minutes of the
September 21, 2022 Special Town Board Meeting
Town of Winchester, Vilas County**

Chairman Discianno called the meeting to order at 8:30AM on Wednesday September 21, 2022 at Winchester Town Hall. Attending in person were Chairman Discianno, Supervisor Grimmer, Supervisor Whitney, Clerk Wainio, along with Jim Whittinghill of Republic Services.

Supervisor Grimmer made a motion to accept the agenda at the discretion of the chair. Supervisor Whitney seconded the motion which was approved 3-0.

New Business

In order to accommodate Mr. Whittinghill, Mr. Discianno chose to address item #4 first.

4) *Review of Contract with Republic Services:* Jim Whittinghill from Republic Services reviewed the factors affecting our costs to process our waste and recyclables including everything from dumpster rental, pickup and delivery, tonnage, fuel charges and maintenance. He explained that Winchester owns the trash compactor and rents the recycle compactor. Costs have escalated due to various factors including an increase of 30% tonnage in the past year, additional pickups due to volume and a doubling of diesel fuel costs. Jim will forward the actual fuel calculation and tonnage reports for our review. The ten-year contract with Eagle Waste signed in 2011 has been honored by Republic Waste to date, but Mr. Whittinghill will draft 1 new 5-year agreement with a 5-year renewal for our review. In order to expedite switch out of dumpsters requests must be made via email to the office with a carbon copy to Jim.

2) *Closing of Job Posting:* Mr. Discianno made a motion to keep the posting open to 10/1/22 which Mr. Grimmer seconded. The motion was approved 3-0.

3) *Health insurance for town employees:* Mr. Discianno made a motion to table discussion on the subject to the next meeting. Mr. Grimmer seconded the motion and it was approved unanimously.

1) *2023 Budget:* Discussion continued with review of 2022 income and expenses along with projected costs to provide health insurance for full-time employees. Mr. Grimmer will work up wording for a package to include in the Employee Handbook if established.

The meeting was adjourned at 1:25PM.

Respectfully submitted,
Joan T. Wainio, Town Clerk

**Minutes of the
September 29, 2022 Special Town Board Meeting
Town of Winchester, Vilas County**

Chairman Discianno called the meeting to order at 8:30AM on Thursday September 29, 2022 at Winchester Town Hall. Attending in person were Chairman Discianno, Supervisor Grimmer, Supervisor Whitney, Clerk Wainio, along with John Eppes of Bear Naked Technologies, Planning Commission members Craig VanArk, Lee Stengele, Sulo Wainio and President of the local Realtors' Board Andy Harris.

Supervisor Whitney made a motion to accept the agenda at the discretion of the chair. Supervisor Grimmer seconded the motion which was approved 3-0.

Old Business

1) *Domain Change*: Mr. Eppes explained the state's efforts to encourage all municipalities to utilize the .wi.gov domain for security purposes. Mr. Discianno made a motion to table the matter for more particulars, Mr. Grimmer seconded and the motion was approved 3-0.

6) *Sign Ordinance*: Objections to the removal of real estate and other small business signs after discussion held during the 9/12/22 Town Board Meeting were disputed by Chairman Discianno & Supervisor Grimmer citing the Town's enforcement authority under Winchester Ordinance 2022-01. The board expressed safety issues and inconvenience for the Town's caretakers when mowing. Mr. VanArk expressed his concern that the process for violations in the ordinance was not followed. Mr. Harris will remind members of the Realtors' Board of their responsibilities to remove outdated signs in order to work with the Town. Mr. Discianno voiced his feeling that the ordinance should go back to the Planning Commission. Mr. Wainio requested guidance from the board to the Planning Commission on needed changes. Mr. Discianno made a motion to send the sign ordinance back to the Planning Commission for additional information on temporary signage: number allowed, size and time frame. Mr. Grimmer seconded the motion and it was approved 3-0.

5) *Firearm Signage*: Mr. Grimmer made a motion to adopt the signage used at the Vilas County Courthouse including the state statute. Mr. Discianno seconded the motion. The motion was approved 2-1; Mr. Discianno and Mr. Grimmer voted aye; Mr. Whitney voted nay.

2) *Cemetery Budget Request*: Mr. Grimmer presented the request from the Cemetery Association as information to consider as the budget is being developed. No action was taken.

3) *Health Insurance for Town Employees*: Mr. Grimmer will continue to explore the options available and verify that HSA eligible plans means high deductible.

4) *2023 Budget*: After further discussion the next date for budget talks was set for 10/19/22 with a plan to hold the Town Electors meeting for levy approval on 11/7/22.

The meeting was adjourned at 1:10PM.

Respectfully submitted,
Joan T. Wainio, Town Clerk

**Minutes of the
October 3, 2022 Winchester Town Board Meeting**
Pending approval of the Town Board

Chairman Discianno called the meeting to order at 6:00PM on Monday October 3, 2022 at Winchester Town Hall and via Zoom. Attending in person were Chairman Discianno, Supervisor Grimmer, Supervisor Whitney, Clerk Wainio, and Treasurer Sell. Supervisor Gimmer made a motion to accept the agenda at the discretion of the chair. Supervisor Whitney seconded the motion which was approved 3-0.

Minutes: Chairman Discianno made a motion to approve the minutes of the 9/12 regular meeting, 9/21 and 9/29 Special Meetings with correction of two minor typographic errors: removal of 3-0 at the end of Old Business #5 and changing HAS to HAS in Old Business #3.

Treasurer's Report: Mr. Discianno made a motion to approve the Treasurer's report as given. Mr. Whitney seconded the motion and it was approved unanimously.

CHAIRMAN & SUPERVISORS REPORTS:

Chairman Discianno: Mr. Discianno noted items for the 2023 Budget that were missed during the 9/29 budget meeting: EMS Consultants, Dam Inspection, shelves for the records room and metal to cover the concrete on the lower section of the east side of the new garage. Mike Barton of MB Concrete will work up numbers to replace the concrete floor of the Park Pavilion. Pitlik & Wick will begin blacktopping around the town garage Wednesday 10/5 and start grinding Old W Road to prepare for blacktopping. Brad Pitlik will survey the driveway in the Cemetery and propose alternative options for future repairs. Fahrner has begun crack sealing, the flex patching should begin in 2 weeks. "No Firearms" signage has been ordered for the Municipal and Community Buildings. Isle town line later the week of 9/12 or the week of 9/19. BikeInc is looking into placing speed limit signage on the bike trails. Vilas County recently graded the shoulders of County W and Mr. Discianno requested the brush also be cut back along the County right-of-ways. Mr. Discianno reminded all that the public meeting regarding possible EMS shared services will be held at 5:30PM October 11 at North Lakeland Elementary school.

Supervisor Whitney

Fire Dept: There were no minutes given from the September meeting due to the absence of Dick Smith, however Mr. Whitney reported that the Fire Dept. has a total of \$157,853 in their fundraiser account. Department member Benjamin is working on a USDA grant for funding new SCBAs, when the department's portion of the application is complete it will be turned over to the Town Board for more documentation. Awarding of the grant will be based on financial need of the Town. EMS Director Renee Melzer was informed that her application for a Flex Grant from the State of Wisconsin was approved for approximately \$96,000 and these funds will be used to offset a portion of the Ambulance purchase approved by the Town Board in June. *Transfer Site:* Mr. Whitney emailed Republic Services to get off the auto pickup and return to on call pickup of the compactors. \$224 was collected in September for bulk item disposals. Only 4 residents participated in September brush day.

Park, Lions Club, BikeInc: Nothing to report.

Supervisor Grimmer

Planning Commission: Items discussed during the September meeting included rules and procedures for the commission, short-term room taxes, and concern over organization of Town Building Plans.

Library: A request for 2023 funding has been submitted to the Town Board and the "Private" computer room has been completed and is being used.

Cemetery Assn and Lakes Committee: Have both Submitted their 2023 budget request to the Town Board.

CORRESPONDENCE

Supervisor Grimmer reported that an alternate insurance carrier will do a walk-through of our buildings October 5th and he has received estimates from 3 firms for the engineering report required for the Turtle River dam ranging from \$2,600 to \$5,000. Mr. Grimmer was contacted by property owners requesting road repairs be made to Tillman Rd, Silver Blvd and Little Papoose Rd.

PUBLIC COMMENT

Galen Brownnewell asked Treasurer Sell what the current balance was in the LGIP account.

Old Business

1) *Road/Lane Name Changes:* Mr. Discianno made a motion to approve the new road/lane name of "Camp Court". Mr. Whitney seconded the motion and it was approved 3-0.

2) *Maintenance Repair Projects:* Mr. Grimmer is in the process of updating the list generated last year. Mr. Whitney announced the sprinkler system had been drained for the winter; the electrician will be installing the electrical for the new fuel pump at the garage next week and will continue work on the electric outlet for the Park BBQ structure.

New Business

4) *Wake Boats Presentation*: Mr. Discianno introduced Lakes Committee member Gary Engstrom. A PowerPoint Presentation was shown and information shared regarding Environmental and Safety concerns, State regulations, possible regulations that can be passed at the Town level. After the presentation Galen Brownwell offered to share videos he has taken on Birch Lake documenting the waves caused by ski boats, wake boats and Mother Nature.

1) *Treasurer's Bond*: Mr. Discianno made a motion to allow Treasurer to apply for a bond for the 2022 tax collections. Mr. Whitney seconded the motion which was approved 3-0.

2) *2023 Boat Parade*: Mr. Discianno made a motion to approve Arlene Kellett's request to hold the 2023 Winchester Boat Parade on Saturday July 1, 2023. Mr. Grimmer seconded the motion and the motion was approved unanimously.

3) *Shipping Container Ordinance*: After discussion of various perceived problems of the proposed Shipping Container Ordinance including business exemptions and set-back requirements, Mr. Grimmer made a motion to send the ordinance back to the Planning Commission for further revisions. Mr. Whitney seconded the motion and it was approved 3-0.

10) *Future Agenda Items*: Dam Inspection, Records Retention, Snow Guards, Domain Name change.

Mr. Discianno made a motion to approve September disbursements Payroll direct deposit 1515 dated 9/1/22 through Liability check Quick Books Payroll dated 9/30/22. Mr. Grimmer seconded the motion and it was approved 3-0.

At 7:02PM Mr. Discianno made a motion to go into Closed Session under SS19.85 (1)(c). Mr. Grimmer seconded the motion, motion approved 3-0.

At 8:26PM Mr. Discianno made a motion to reconvene in open session, Mr. Whitney seconded the motion which was approved by all.

During closed session the board discussed the attributes of the 3 applicants for the position of Town Crew member and a benefit package. Mr. Grimmer made a motion to empower Mr. Discianno to offer the position to a candidate. Mr. Whitney seconded the motion. The motion was approved on a 3-0 vote.

The meeting was adjourned at 8:28PM.

Respectfully submitted,
Joan T. Wainio, Town Clerk

**Minutes of the
October 20, 2022 Special Town Board Meeting
Town of Winchester, Vilas County
Pending approval of the Town Board**

Chairman Discianno called the meeting to order at 8:30AM on Thursday October 20, 2022 at Winchester Town Hall. In attendance were Chairman Discianno, Supervisor Grimmer, Supervisor Whitney, Clerk Wainio, along with the agent from Rural Mutual Stella Westfall, Craig VanArk, Sulo Wainio, Ian Derber and Galen Brownwell. Supervisor Grimmer made a motion to accept the agenda at the discretion of the chair. Supervisor Whitney seconded the motion which was approved 3-0.

New Business

1) *Property Insurance Review:* Only the agent representing Rural Mutual was able to attend. Over 60% of the Towns in the State are insured through Rural Mutual. The agent highlighted increased coverages offered in the proposed policy compared to that offered by our current insurer. She noted that our current Workers Comp experience rate was elevated due to the claim in 2020. Rural Mutual will not offer liability coverage for the Turtle Dam, but they have sent our most recent dam inspection to their statewide services for coverage. In order to compare the policies, Mr. Grimmer made a motion to table any action on the insurance. Mr. Whitney seconded the motion and it was approved 3-0.

2) *Wisconsin Retirement System:* Mr. Grimmer made a motion to appoint Clerk Wainio agent for the Wisconsin Retirement System pending the board's adoption of participation prior to 11/15/22. Mr. Whitney seconded the motion and it was approved 3-0.

3) *Newsletter/funding request in tax bill:* This needs to be coordinated in advance and will not be included in the tax bill.

4) *Removal of a Planning Commission Member:* Mr. Discianno voiced his desire that the Town needs positive thinking on the Planning Commission and members who will drive the requests from the Board for completion in a timely manner. Mr. Discianno has discussed the circumstances with the Chair of the Commission (Jim Logan) and feels that a particular individual tends to be negative and should be removed. Mr. Discianno began to make his motion, then paused to reiterate the fact that the Town Board has the authority to both appoint and remove under State Statute. Mr. Whitney then commented that he has also attended these meetings, discussed the situation with Jim Logan, agrees this individual is not being constructive but being more trouble and agrees with Mr. Discianno. Mr. Grimmer stated that he has been Town Board liaison to the Planning Commission since April 2021 and concurs that this has been a problem and wants to believe the Board will be more constructive, positive, and effective going forward without this individual. Mr. Discianno then made a motion to remove Craig VanArk from the Planning Commission. Mr. Grimmer seconded the motion. The motion was approved unanimously with Mr. Discianno, Mr. Grimmer and Mr. Whitney all voting aye. After the vote was made multiple individuals questioned when the board had met in open session to discuss the problem with Mr. VanArk's position on the Planning Commission. Mr. Discianno, Mr. Whitney and Mr. Grimmer denied any violations of Wisconsin's Open Meeting Laws.

At 9:12AM Mr. Discianno made a motion to go into closed session under SS19.85(1)(c) for discussion/possible action replacement for town crew member, compensation and benefits package for town employees.

The meeting was reconvened at 10:06AM by Mr. Discianno, seconded by Mr. Whitney, approved 3-0.

Mr. Discianno made a motion to replace Town Crew member Joe Moll with Derrick Kresser with a start date of 10/31/22. Mr. Whitney seconded the motion. Mr. Discianno, Mr. Grimmer and Mr. Whitney all voted aye. Mr. Grimmer made a motion that effective 11/1/22 the Town of Winchester reimburse full-time employees working 30 hours per week or more the cost of an HSA eligible health plan. The employee will own and manage the plan, with the Town of Winchester compensating the employee for the premiums paid as an addition to the employee's paycheck. Mr. Whitney seconded the motion which was approved 3-0.

Mr. Grimmer made a motion for the Town of Winchester to make an annual contribution to an HSA Savings Account for the full-time employees being reimbursed for an HSA eligible health plan. The amount for 2022 is \$3650 for an individual/\$7300 for a family. This amount will be adjusted annually as determined by the IRS. Mr. Whitney seconded the motion. The motion was approved 3-0.

Mr. Grimmer made a motion that the Town Board of the Town of Winchester, Vilas County authorizes and approves participation in the Wisconsin Retirement System on the effective date of January 1, 2023. Mr. Whitney seconded the motion which was approved 3-0.

Old Business

1) *2023 Budget*: The Board continued discussion on the proposed 2023 budget. The board will meet at 8:30AM October 24th to finalize the numbers.

The meeting was adjourned at 1:29PM.

Respectfully submitted,
Joan T. Wainio, Town Clerk

**Minutes of the
October 24, 2022 Special Town Board Meeting
Town of Winchester, Vilas County
*Pending approval of the Town Board***

Chairman Discianno called the meeting to order at 8:35AM on Monday October 24, 2022 at the Winchester Town Hall. In attendance were Chairman Discianno, Supervisor Whitney, Supervisor Grimmer, Clerk Wainio and Jim Logan.

Supervisor Whitney made a motion to accept the agenda at the discretion of the chair. Supervisor Grimmer seconded the motion which was approved 3-0.

Old Business

2) *Relocation of gas meter at Town Garage:* Supervisor Whitney received proposals from Badger Heating to complete the interior piping for the relocation at a cost of \$950 and \$1400 from Quality Heating. WE Energies has indicated that the cost to relocate the meter from the middle of the east wall to the northeast corner via directional boring will cost no more than \$1500. Mr. Grimmer made a motion to install necessary "plumbing" to reconnect the interior gas service to the relocated gas meter at a cost not to exceed \$1500. He also moved to approve allocating no more than \$1500 for the relocation of the gas meter by WE Energies. The motions were seconded by Mr. Discianno and approved 3-0.

3) *Town Property Insurance:* Since the Board member's reviews of the policies submitted by the Horton Group and Rural Mutual were complete, Mr. Grimmer made a motion to change the Town's insurer from the Horton Group to Rural Mutual Insurance with a total premium of \$28,211. Mr. Whitney seconded the motion. The motion was approved on a vote of 3-0.

New Business:

1) *Filling Vacancies on the Planning Commission:* Mr. Grimmer made a motion to designate Glenn Goldschmidt as a regular member of the Planning Commission and advertise for alternates. Mr. Whitney seconded the motion. The motion was approved 3-0.

Old Business

1) *2023 Budget:* The Board continued to review the status of the 2022 budget and estimates for the 2023 budget. Mr. Grimmer will forward the worksheet developed to Clerk Wainio for completion to post and present at the Electors Meeting 6:00PM Monday November 14, 2022 at the Town Hall.

The meeting was adjourned at 1:29PM.

Respectfully submitted,
Joan T. Wainio, Town Clerk

**Minutes of the
October 31, 2022 Special Town Board Meeting
Town of Winchester, Vilas County
*Pending approval of the Town Board***

Chairman Discianno called the meeting to order at 12:00PM on Monday October 31, 2022 via telephone. Present at Town Hall were Supervisor Whitney and Clerk Wainio with Chairman Discianno and Supervisor Grimmer participating via telephone. Supervisor Grimmer a motion to accept the agenda at the discretion of the chair. Supervisor Whitney seconded the motion which was approved 3-0.

New Business:

- 1) *Rescind October 24th motion to change Town Insurance Carrier:* Since Rural Mutual was unable to procure coverage for the Turtle Dam Mr. Discianno made a motion to rescind the motion made and approved on October 24th to change the Town's insurer to Rural Mutual. Mr. Grimmer seconded the motion and it was approved 3-0.
- 2) *Motion to Renew Town Insurance with the Horton Group:* Mr. Whitney made a motion to renew the Town's insurance package with the Horton Group. Mr. Grimmer seconded the motion. The motion was approved 3-0.
- 3) *Rescind October 24th to approve relocation of gas meter at the Town Garage:* Mr. Discianno made a motion to rescind the motion made October 24th to allocate no more than \$1500 for the relocation of the gas meter by WE Energies. Mr. Grimmer seconded the motion which was then approved on a 3-0 vote.
- 4) *Approval of contract to move the gas meter at the Town Garage:* Mr. Whitney made a motion to approve the contract with WE Energies to move the gas meter at the Town Garage for \$1545.95 including a \$135 seasonal charge for work completed after December 1st. Mr. Grimmer seconded the motion. Motion approved 3-0.

The meeting was adjourned at 12:14PM.

Respectfully submitted,
Joan T. Wainio, Town Clerk

**Minutes of the
November 7, 2022 Winchester Town Board Meeting**
Pending Approval of the Town Board

Chairman Discianno called the meeting to order at 6:00PM on Monday November 7, 2022, at the Winchester Town Hall and via Zoom. Attending in person were Chairman Discianno, Supervisor Grimmer, Supervisor Whitney, Treasurer Sell and Clerk Wainio. Jim Whittinghill of Republic Services and several members of the public attended in person along with others via Zoom.

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

Chairman Discianno made a motion to approve the minutes of the regular meeting held October 3, 2022 along with three special meetings held October 20, 24 and 31st. Supervisor Whitney seconded the motion which was approved unanimously.

The Treasurer's report was read by Treasurer Sell and approved unanimously on a motion made by Chairman Discianno and seconded by Supervisor Grimmer.

CHAIRMAN & SUPERVISORS REPORTS:

Chairman Discianno: Mr. Discianno reported that the paving projects of Old W Road and the town garages had been completed. Chris Heinzen of JX Truck informed Mr. Discianno that the Peterbilt chassis is still scheduled for a 6/27/23 production. No more information has been obtained from Casper's Truck for the truck "build", so Bill Sell will contact other companies. The Park is closed for the season, piers at the boat landings and the boards in the dam have been pulled. Our county right-of-ways will hopefully be brushed next year. Aili Concrete will look at the Park pavilion and provide an estimate to replace the concrete flooring. A date for delivery of the John Deere mower has not been set. When mower is delivered, the current "hogger" will be sent in for repairs. The State of Wisconsin has approved use of green lights on plow trucks. North Lakeland Elementary School is looking for a full-time school resource officer of increased police presence from the Vilas County Sheriff dept.

Supervisor Whitney:

Fire Department: Supervisor Whitney reported the Treasurer reported a balance of \$150,052.40 in the department bank accounts. No more information yet on the SCBA grant application. Testing will need to be completed on the Cascade System, pagers and radios will be updated yet this year, the DNR is scheduled to conduct an "audit" to verify purchase of the items approved in the 50/50 grant received earlier this year, and final hose testing was successfully completed.

Transfer Site: The bulk bin has been removed for the Winter, new posters regarding recycling procedures are posted, the electronics bins are moving inside. All CFC units have been brought to the Hwy G landfill. Mr. Whitney presented Geri Sell with \$90 collected from electronics recycling and \$80 for bulk items.

Bike Trails: Bike, Inc. as replaced all rumble strips at road crossings. Nothing to report.

Lions Club: The Lions Club and EAU are again discussing installation of Christmas lights on the trees located on the berm along the bike trail by Brunell Road.

Supervisor Grimmer:

Library Board and Lakes Committee: Meetings are on hiatus for the Winter.

Broadband Committee: Information from Brightspeed was discussed at the Vilas County Economic Development Committee meeting and will be available for review at the November 9th Broadband Committee meeting.

Planning Commission: A shipping container ordinance has been completed and will be brought to the Town Board for review and possible adoption. An ongoing dialogue regarding building setbacks with input from Vilas County Zoning continues. An internal document relating to Planning Commission rules was passed.

CORRESPONDENCE

The clerk provided Supervisor Whitney with correspondence received from WE Energies on necessary preparations for the upcoming gas meter relocation at the Town Garage. Mr. Grimmer noted an email received by all three board members regarding hazardous wakes.

PUBLIC COMMENT

Sulo Wainio commented that there still is a problem with the new garage interior lights being lit when the garage is not occupied. Mr. Discianno believes the motion sensitivity needs to be checked.

OLD BUSINESS

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

4) *Republic Services Contract:* Mr. Whittinghill presented a proposal from Republic Services for a new 5-year contract between the Town of Winchester and Republic Services. Mr. Discianno made a motion to table action until after the contract is reviewed by the Town's attorney. Mr. Grimmer seconded the motion which was approved 3-0.

2) *Building Maintenance Repair Projects*: Mr. Whitney reported the replacement garage doors for the Transfer Site are expected to be received by Lakeland Overhead Door the week of 11/14 at which time they will be scheduled for installation pending receipt of all parts. The fuel pump at the garage is operational, the extra outlets and shop lighting should be completed within a week, Mr. Whitney will request TMC Electric look at both the interior and exterior lights at the garage to determine why they are not turning off properly. Mr. Whitney will also contact Minocqua Pest Control to set rodent traps in the E.S. building. Garage gas piping is scheduled for the week of 11/21 and WE Energies will hopefully move the gas meter the week of 11/28.

3) *Dam Inspection*: Mr. Grimmer received 3 quotes, \$3,500 from MSA; \$3,000 to \$5,000 from Cooper Engineering; and \$2600 from Flambeau. Mr. Discianno made a motion to have the 10-year required dam inspection completed by Cooper Engineering of Rice Lake, WI. Mr. Grimmer seconded the motion, and it was approved 3-0. Mr. Grimmer will contact Cooper Engineering with the decision.

5) *Review materials for Budget meeting with the electors*: The board will present a 5-year road report along with a report describing the projects completed in 2022 and proposed for 2023 plus the required proposed 2023 budget including sources of income, planned expenses, reserve fund activity and balances along with a requested Town Levy and resulting mill rate.

6) *Domain Name Change*: The board expressed no desire to make changes at this time. Mr. Grimmer made a motion to not make a domain name change at this time, which was seconded by Mr. Whitney. The motion was approved 3-0.

NEW BUSINESS.

1) *Cell Tower construction on Town property*: The Town was contacted by Concordia Wireless for permitting information on building a new telecommunication tower or collocating on an existing structure in the Town of Winchester. Mr. Grimmer will contact Jakub at Concordia for more information.

2) *Resolution to use previously unused tax levy*: Mr. Grimmer made a motion to approve Resolution 2022-01 "Resolution of Town Board of the Town of Winchester to use Previous Year's Unused Tax Levy." Mr. Whitney seconded the motion. Mr. Discianno, Mr. Whitney, and Mr. Grimmer all voted aye to approve the resolution.

3) *Future Agenda Items*: Shipping Container Ordinance, BBC Update, Rural Health Care

Mr. Discianno made a motion to approve vouchers Quick Books DD 1535 dated 10/3/2022 through EFT 0991 WI Unemployment Insurance dated 10/31/22. Mr. Whitney seconded the motion, and it was approved 3-0.

Meeting adjourned at 7:16PM
Respectfully submitted,
Joan Wainio, Town Clerk

MINUTES OF THE NOVEMBER 14, 2022 PUBLIC BUDGET MEETING
AND MEETING OF THE ELECTORS

Chairman Discianno called the meeting to order at 6:00 PM at the Winchester Town Hall and via Zoom. The Pledge of Allegiance was recited. Those attending were Chairman Discianno, Supervisor Grimmer, Supervisor Whitney and Clerk Wainio. 16 additional electors and 1 non-electors property owner were in attendance.

Chairman Discianno explained the Town Board decided to expand the meeting and include information describing the improvements that were made to the town properties during 2022, enhancements to employee benefits, and plans for further facilities upgrades in 2023. Mr. Discianno also presented a 5-year road plan.

Mr. Discianno advised the audience to review the 2023 Budget paperwork and ask the Board any questions regarding the budget.

The budget hearing was adjourned at 7:04 PM after fielding questions on fund balances, specific line items, and salary increases for elected officials.

Respectfully submitted,

Joan Wainio, Town Clerk

SPECIAL TOWN MEETING OF THE ELECTORS

At 7:05 PM the 2022 Special Meeting of the Winchester Electors was called to order.

Phil Williams made a motion to approve the agenda, seconded by Galen Brownwell and approved 20-0.

1) Sulo Wainio made a motion to approve Resolution 2022-02 allowing use of the unused levy carryover from the 2021 levy. Jay Woolf seconded the motion. The electors approved the resolution on a vote of 20-0.

2) Phil Williams made a motion to increase the salary for the Winchester Town Chairman from \$9,000 per year to \$12,000 effective after the 2023 Spring Election. Dick Logan seconded the motion. The electors voted 20-0 to approve the increase.

Nancy Williams made a motion to increase the salaries for the Winchester Town Supervisors from \$5,000 per year to \$6,500 effective after the 2023 Spring Election. Sulo Wainio seconded the motion. Motion approved 20-0.

Jay Woolf made a motion to increase the salary for the Winchester Town Clerk from \$22,500 per year to \$25,000 effective after the 2023 Spring Election. Galen Brownwell seconded the motion, and it was approved by the electors 19 aye, 0 nay, and 1 abstain.

Nancy Williams made a motion to increase the salary for the Winchester Town Treasurer from \$9,000 per year to \$12,000 per year effective after the 2023 Spring Election. Phil Williams seconded the motion, and the electors approved the increase 20-0.

3) Sulo Wainio made a motion to approve the 2022 Town Tax Levy mill rate of \$2.6973. Galen Brownwell seconded the motion which carried unanimously, 20-0.

Sulo Wainio made a motion to adjourn the 2023 Special Town Meeting of the Electors at 7:13PM Maya Discianno seconded the motion and approved unanimously.

Respectfully submitted,

Joan Wainio, Town Clerk

**MINUTES OF THE NOVEMBER 14, 2022 SPECIAL TOWN BOARD MEETING
TOWN OF WINCHESTER, VILAS COUNTY**

Chairman Discianno called the meeting to order at 7:14M on Monday November 14, 2022 at the Winchester Town Hall and via Zoom. Those present were Chairman Discianno, Supervisor Whitney, Supervisor Grimmer, and Clerk Wainio.

New Business

1) **2023 Budget Approval:** Mr. Grimmer made a motion to approve the 2023 budget as follows:

BUDGET SUMMARY

REVENUES:	2023
TOTAL REVENUE	\$1,933,079

EXPENDITURES:

General Government	\$207,690
Public Safety	\$282,550
Public Works	\$372,800
Health & Human Services	\$3,000
Culture, Recreation & Education	\$85,495
Conservation & Development	\$25,700
Capital Improvements	\$829,913
Miscellaneous Expenditures	\$450
Debt Retirement	\$125,482
Allocated Funds	\$0
TOTAL EXPENDITURES	\$1,933,079

Indebtedness: \$1,272,886

Assessed Value: \$288,178,800

Town Mill Rate 2.6973

Mr. Discianno seconded the motion. Mr. Discianno, Mr. Grimmer and Mr. Whitney all voted aye.

The meeting was adjourned at 7:20PM.

Respectfully submitted,
Joan Wainio, Town Clerk

**Minutes of the
December 5, 2022 Winchester Town Board Meeting**

Chairman Discianno called the meeting to order at 6:00PM on Monday December 5, 2022, at the Winchester Town Hall and via Zoom. Chairman Discianno, Supervisor Grimmer, Supervisor Whitney, and Clerk Wainio were all in attendance. Treasurer Sell participated via Zoom.

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

Supervisor Grimmer made a motion to approve the minutes of the November 7 board meeting and the budget meeting held November 14th with a spelling correction and explanation that only the Lakes Committee meetings would not be held during the Winter months. Supervisor Whitney seconded the motion and it was approved 3-0. Chairman Discianno made a motion to approve the Treasurer's report as given. Supervisor Whitney seconded Mr. Discianno's motion and it was also approved 3-0.

CHAIRMAN & SUPERVISORS REPORTS:

Chairman Discianno: Nothing has changed on the anticipated construction and delivery of the Peterbilt plow truck. Bill Sell is talking with Monroe Truck since Casper's is not providing any updates. Mr. Discianno will attend another meeting at NLES on 12/7 regarding school safety. There is no update on the possibility of new cell tower(s) construction in the area. Clerk Wainio will post a possible quorum notice regarding the Xcel Energy open house scheduled 12/7.

Supervisor Grimmer: *Library:* The Secret Santa Workshop held 12/3 was a success with 25 volunteers and 39 children participating. Participation in the Wisconsin Retirement System by part-time employees was questioned and will be researched.

Planning Commission: Building set-backs and turn arounds will be included in the road ordinance that is being composed. The sign ordinance is near completion.

Supervisor Whitney:

Fire Department: Supervisor Whitney reported the Ambulance is at Marston Ford in Minocqua awaiting repairs after an electrical fire. New helmets for the department were purchased from Pomasl. \$100,000 of the department's volunteer funds will be invested in 4 laddered CDs of \$25,000 each. Officer elections were held in November.

Transfer Site: The electronics bin has been removed for the Winter.

Bike Trails & Lions Club: Christmas Lights have been installed on trees along the bike trail along Hwy W at Papoose Lake Rd.

CORRESPONDENCE

RC Construction informed the Town of upcoming price changes to their services effective 1/1/23. Letters were received expressing concerns over cell tower placement and commending the board on the budget meeting.

PUBLIC COMMENT

Presque Isle Chairman John MacLean recommended Winchester keep the dialogue open with Xcel Energy regarding the proposed upgrades to the power lines.

Chairman Discianno requested Dan Peterson begin his presentation before addressing Old Business.

NEW BUSINESS

1) *Rural Health Care:* Mr. Peterson noted he has been in contact with Sue Richmond, Director of the Vilas County Aging, Disability & Resource Center; representatives of the area Native American Tribes, and Gogebic County Michigan, to develop a strategic plan and host public forums on development of a Regional Health Network to address area needs such as senior services and nutrition, better primary care, increasing EMS/paramedic services and expansion of public transit. Mr. Peterson will provide the Town of Winchester with a letter to participate in this project and continue use of Vilas County representative Richard Logan as the Town's representative.

Mr. Discianno then returned to

OLD BUSINESS

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

2) *Building Maintenance Repair Projects:* The replacement garage doors for the Transfer Site will be installed on Tuesday 12/8, the gas meter relocation at the Town Garage is on hold until Spring, the lights at the Town Garage are working properly. Ron Behnke is working on an estimate for the stairs and storage area above the garage office. Mr. Discianno will prepare a bid request for replacing the floor in the Park Pavilion.

3) *Broadband Update:* Mr. Grimmer reported the committee is still working with Brightspeed on possibilities to reach all residences in the town. A meeting to continue the conversation is scheduled for Thursday 12/8.

4) *Republic Waste Contract:* Mr. Whitney will contact Jim Whitinghill of Republic with requests for changes to the new contract received from Republic.

- 5) *Discovery Center Contract*: Mr. Grimmer made a motion to approve the 2023 contract with the Discovery Center. Totaling \$21,971.00. Mr. Discianno seconded the motion. The motion was approved 3-0.
- 6) *Shipping Container Ordinance*: Mr. Grimmer made a motion to approve the Temporary Shipping Container Ordinance as presented by the Planning Commission. Mr. Whitney seconded the motion. The motion was approved unanimously.
- 7) *Cooper Engineering Contract*: Mr. Grimmer made a motion to approve the contract with Cooper Engineering for an inspection of the Turtle River Dam in 2023 not to exceed \$3400.00. Mr. Whitney seconded the motion with was approved 3-0.
- 8) *Revised billing from Pitlik & Wick*: Mr. Grimmer made a motion to approve payment of the revised billing from Pitlik & Wick for paving the area around the new garage in the amount of \$50,285.83. Mr. Whitney seconded the motion and it was approved on a 3-0 vote.

NEW BUSINESS.

- 2) *Appointment of Emily Turner to the Library Board*: Mr. Discianno made a motion to approve Emily Turner's appointment to the Winchester Library Board. Mr. Whitney seconded the motion which was approved 3-0.
- 3) *Approval of 2023 Fire Department Officers*: Mr. Discianno made a motion to table action until after the December 13th meeting of the Fire Department. Mr. Grimmer seconded the motion and it was approved 3-0.
- 4) *Maintenance Contracts with Quality Heating & Clean and B Well*: After reviewing the systems included in the service agreement with Quality Heating, Mr. Whitney will contact Quality to request the old Town Garage be added to the cleaning schedule. During the meeting Mr. Whitney clarified the services provided by Clean and B Well with proprietor Julie Brownell. When Ms. Brownell verified she had been cleaning areas of the Fire Department for no charge since 2019, Mr. Discianno, Mr. Grimmer and Mr. Whitney agreed an extra charge should added to her billing for this service.
- 5) *Planning Commission Applicants*: The only application received for the open alternate position on the Planning Commission was from Nicholas Newton. Mr. Grimmer made a motion to appoint Mr. Newton as an alternate to the Winchester Planning Commission which Mr. Whitney seconded. All 3 Board members voted in agreement on the motion.
- 6) *Direction to the Planning Commission to draft a Room Tax Ordinance*: Mr. Discianno made a motion to direct the Winchester Planning Commission to draft a Room Tax Ordinance for consideration by the Town Board. Mr. Whitney seconded the motion and it was approved on a 3-0 vote.
- 7) *Employee Review Date*: The Board will meet with Bill Sell at 8:00 AM December 12th and with Don Melzer at 4:00 PM December 12th.
- 8) *Date for January 2023 Town Board Meeting*: Due to the holidays, the Board will meet on Monday January 9, 2023 for their regular monthly meeting.
- 9) *Future Agenda Items*: Tables for Town Hall, participation in WRS for part-time employees, cell tower placement and Fire Department Officers.

Mr. Discianno made a motion to approve vouchers Check #30561 dated 11/1/22 through Quick Books Payroll service dated 11/30/22. Mr. Grimmer seconded the motion, and it was approved 3-0.

Meeting adjourned at 7:44M
Respectfully submitted,
Joan Wainio, Town Clerk

**MINUTES OF THE DECEMBER 12, 2022 AFTERNOON SPECIAL TOWN BOARD MEETING
TOWN OF WINCHESTER, VILAS COUNTY**

Chairman Discianno called the meeting to order at 4:00 PM on Monday December 12, 2022 at the Winchester Town Hall. Those present were Chairman Discianno, Supervisor Grimmer, Supervisor Whitney, Clerk Wainio, employee Donald Melzer and Mrs. Kelly Melzer.

Supervisor Grimmer motioned to approve the agenda at the discretion of the Chair, seconded by Supervisor Whitney approved 3-0.

Chairman Discianno made a motion to go into closed session under SS19.85(1)(c) to consider promotion, compensation or performance of any public employee.

The Board reconvened into open session at 5:12PM and reported Don Melzer's pay would be increased effective January 1, 2023 and his ability to participate in a HSA eligible health plan dependent on required weekly work hours.

The meeting adjourned at 5:16PM

Respectfully submitted,
Joan Wainio, Town Clerk

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