**Medary Town Board – Regular Monthly Meeting Minutes**

Tuesday, June 20, 2017

The regular monthly meeting of the Medary Town Board was held on Tuesday, June 20, 2017, at the Town Hall. The meeting was called to order at 7 pm by Chairperson Linda Seidel. Board members present: Supervisor 1 Steve Elsen, Supervisor II Michael Weibel, Treasurer Mary Hofer and Clerk Susan Miller.

Also in attendance were the following: Brigitta Gautsch, Bill Gautch, Suzanne Pavela, Joe Pavela, Nola Larson, Suzanne Palmer, Christine Smolek, Dave Axness, Tom Culp, Bob Keil, W. Witzman, Elaine Roob and Bill Cerbin.  
  
**Approval of May 9, 2017 Regular Monthly Board Meeting Minutes**  
Motion: Steve Elsen to approve the minutes from the May 9, 2017, regular monthly board meeting. Second Michael Weibel.   
All aye. Said minutes were approved and placed on file.

**Approval of May 16, 2017 Special Plan Commission Meeting Minutes**  
Approval of the minutes will be tabled until the July 11, 2017 meeting.   
Motion: Mike Weibel to table the minutes from the May 16, 2017 Special Plan Commission Meeting Minutes until the July 11, 2017 meeting. Second Steve Elsen.   
All aye.

**Stonehill Condominiums Ravine/Ditch Concern**  
Residents from Stonehill Condominiums are requesting that the Stonehill Drainage Fund be used to perform work on the ravine/ditch next to their location. However, the Board researched this, and this particular area is not included in the map of the easement we can work in. This condominium development is paying $1000 (10 units at $100 each) per year to the Stonehill Drainage fund. Some of the owners of the condos are second owners and didn’t realize they’d be paying $100 per year into the fund via their taxes.

Mike Weibel suggests these residents develop an easement description and map that would grant to the Town the authorization to work in the area of the drainage ditch. This new easement would then need to be added to the exhibit in the original agreement. All of the Stonehill residents would need to agree to this addition, as explained in the original agreement. First, the residents of Stonehill Condominiums would need to find out if they own the ravine or if there’s an easement. Weibel suggests talking to a land surveyor, finding out where the lot lines are and getting an estimate for a survey and map. Going to the zoning office and taking a look at the GIS site could be helpful as well.

If it is found that the residents of Stonehill Condominiums do own the ravine and the residents of the Stonehill area would agree to this potential addition to the Stonehill Drainage fund agreement, the Town would then need to talk to an attorney to see what would be involved in amending the agreement.

**Rim of the City No Parking Enforcement Discussion**  
The No Parking signs are up and in use. However, the Sheriff’s department can’t enforce them as it stands. County will not enforce town ordinances; it would only be enforced if they adopted it as well, which is unlikely. A resident is wondering if we could contract with a security firm to “police” that area if we did adopt an ordinance. People are currently still parking up there, right next to the signs. Another resident also mentioned that the signs don’t necessarily say where/when you can’t park (or who the signs apply to). The Town did, however, place a Local Traffic Only sign in the area as well.

Mike Weibel mentioned that the Town of Holland has an ordinance that allows them to designate people to enforce it. Holland started off having the tickets go through small claims, but it took forever. Then they tried having someone mediate a settlement. It was noted that those that are ticketed would have to have the right to challenge and appeal.

It was also suggested that we could potentially have a gate that opens and closes during certain hours (closed 10 pm-6 am) like Grandad Bluff does. It is unknown if the Town has the authority to close the road during certain hours, but either way, it would be expensive and a last resort.

We will try to obtain a copy of the Town of Holland ordinance mentioned previously for reference. The Town of Medary will look into developing an ordinance and see what costs are involved with contracting security.

Motion: Linda Seidel to look at the development of a town ordinance for No Parking on Rim of the City Road and submit that to our plan commission, which would then make a recommendation to the Board. Second Steve Elsen. Mike Weibel notes that he doesn’t have a problem looking into it, but he said we have to be cognizant of what the ordinance would cost the town when we’re making these decisions. There is no cost for the ordinance itself, but it would require enforcement, which may be expensive.   
All aye.

**Updates on Road Site Visits**  
The Town Board met on May 16, 2017 to visit several road sites.

Motion: Linda Seidel to approve tabling the discussion until the July 11, 2017 meeting. Second Mike Weibel.  
All aye.

**Bridge Weight Limits/Ordinance**  
This topic regards the bridge between Town Hall and Keil Coulee. Mike Weibel thinks we need to consult with an engineer who will understand what the required limits should be. Linda Seidel will look into it and see what she can find out about what the operating rating and inventory rating mean. It’s possible we could develop an ordinance for this, but it would again come down to enforcement.

**Shoulder Mower Open Position Discussion**  
The Town doesn’t currently have a shoulder mower, and Bob Keil has been graciously filling in until we can do our due diligence and advertise for the position. The title of the position is brush mower, a seasonal position. It was also noted that repair of the mower should be done by a company that specializes in repair of this type of machinery because of the Town’s due diligence and liability issues. We’re also looking for a used tire, as a new one digs into the ground more than we’d like. Mike Weibel asked Bob Keil to check with Degenhart for a tire and Titan Machinery for blades. Linda Seidel will draft a job opening notice for the brush mower position.

**Clerk Postcard Review**  
We did get a response for the clerk position, and Linda Seidel will follow up. We will tentatively hold interviews for the clerk position on July 11 at 5 pm.

**Approval of Automark Maintenance and Licensing Fees**  
The Automark hardware maintenance and firmware licensing fees come to a total of $358.87.

Motion: Linda Seidel to approve payment of the annual Automark election machine maintenance and licensing fees of $358.87. Second Mike Weibel.   
All aye.

**Liquor License Application Approval for 2017-2018**  
The following have applied for liquor licenses in the Town of Medary for 2017-2018.

1. 4 Sisters Creekside Pub & Grill  
   Motion: Linda Seidel to approve the liquor license application for 2017-2018 for 4 Sisters Creekside Pub & Grill. Second Steve Elsen.  
   All aye.
2. Bluebird Springs Recreational Area  
   Motion: Linda Seidel to accept the liquor license application for 2017-2018 for Bluebird Springs Recreational Area. Second Steve Elsen.  
   All aye.

**Town of Medary Building Inspector Review/Discussion**  
We’ve had some concerns brought forward regarding the Town of Medary Building Inspector and his availability to respond to residents. There was another call with a concern recently. Linda Seidel suggests that they meet with Marv Horman to discuss this on July 11 at 5 pm. Interviews for the clerk position would be after that.

**Road Matters**

1. **Wolf Ridge Ct. No Trespassing and No Dumping Sign**  
   Mike Weibel says there is a sign attached to structure that wasn’t put up by the town. This sign is in the Town’s right of way. It’s apparently new, as it wasn’t there during the road tour. The sign can be on someone’s personal property, but it can’t be in the Town’s right of way. The Board will send Tom Brown out to remove the sign.
2. **Mathy, Scott and Fahrner Road Work Estimates**  
   Mathy is the only one of the three that does the paving work that we need done. The Board will meet on Thursday, June 29 at 5 pm to discuss and make a decision on the road work estimates.
3. **Driveway at N3556 Evergreens Trail**  
   The pavement at end of driveway is perhaps raised up a little, but Mike Weibel says the driveway doesn’t appear to be sliding down. The Board doesn’t believe it is an issue at this time.
4. **Hidden Springs Sand and Washout**  
   Mike Weibel says it’s not anything substantial, but it will all be swept and cleaned before the seal coat is done later this month.
5. **Shady Maple Rd. Dead End of No Outlet Sign**  
   A couple residents mentioned people driving through and turning around and wondered if they could get a Dead End or No Outlet Sign.
6. The Vance culvert near Tom Brown’s driveway may not be a sufficient size for drainage and could need to be replaced. It may not necessarily be plugged, but there’s just not enough flow. Water is collecting on either side of the ditch. It should be sloped enough. This will be added to the June 29 agenda for further discussion.

**Citizen Concerns**

1. Steve Elsen found two potential volunteers for the plan commission, Dan Moe and Mark Roth. Linda Seidel will call them.

**Approve Monthly Bills**Motion: Mike Weibel to approve and pay all monthly bills through Tuesday, June 20, 2017. Second Steve Elsen. All aye.  
  
**Meeting Adjourned**Motion: Mike Weibel to adjourn. Second Steve Elsen. All aye.

Meeting was adjourned at 9:05 pm.

Respectfully submitted,   
Susan Miller, Town Clerk