

TOWN OF CUTLER MONTHLY BOARD MEETING

MONDAY, January 9, 2017

CUTLER TOWN HALL N10846 2ND AVE., CAMP DOUGLAS, WI

Town Board Members in attendance: Curt Jorgensen, Supervisor; Jim Hayward, Supervisor; Terry Hayward, Treasurer and Leslie Peterson, Clerk; Jim Brown, Bobbi Georgeson, Terry Davison and Jerry Bowen from the Bear Bluff ATV club. Curt called the monthly town board meeting to order at 6:05 p.m. immediately after the Caucus was held at the Cutler Town Hall.

1. **Minutes:** Jim H. made a motion to approve the December monthly meeting minutes. Curt seconded. Motion carried.
2. **Treasurer's Report.** Terry gave the December financial report. She informed the board of errors on tax bills by the Assessor which had to be refunded to the property owners by the Town. At this time, the Town will withhold payment on the Assessors contract until the full amount of the errors are determined. Terry also informed the board the CD #2 will be maturing. Jim H. made a motion and Curt seconded to roll the CD over. Jim H. made a motion to accept the treasurer's report, Curt seconded. Motion carried.
3. **Clerk's Report.** Leslie reported all correspondence received during the month, the balance with Allied for prepay LP, a request for the operator's license and bartenders license for the Fisheree and a Building Inspection statement from October that was received December 19.
4. **Communications to the Board - None**
5. **Unfinished Business:** Ordinance work night – nothing new to report
6. **Highway Maintenance:** Jim reported that he has plowed and sanded. He removed a tree that was downed due to the wind. With all the ice and freezing temperature and wind it has been difficult to keep the roads sanded and cleared.
7. **New Business:** Curt made a motion to accept the application for the Operator's License and Bartender's License for the Fisheree pending background checks.
ATV Routes – Jim made a motion to leave the routes as they are – a representative should be present next January for the annual review. Curt seconded. Motion carried
8. **Next Monthly Meeting:** Monday, February 13, 2017, at 6:30pm.
9. **Payment of Vouchers:** Various bills were presented, reviewed by the board and approved for payment. It was decided to wait on payment for Gerke's until it could be further discussed what should be priority.
10. **Open Discussion**
11. Curt made a motion to adjourn, Jim H. seconded the motion, Motion carried

Meeting Adjourned at 6:55 p.m.
Leslie Peterson, Clerk

TOWN OF CUTLER MONTHLY BOARD MEETING

MONDAY, February 13, 2017

CUTLER TOWN HALL N10846 2ND AVE., CAMP DOUGLAS, WI

Town Board Members in attendance: Curt Jorgensen, Supervisor; Jim Hayward, Supervisor; Terry Hayward, Treasurer and Leslie Peterson, Clerk; Jim Brown, Bobbi Georgeson, Jimmy Brown, and Cindy Zahrte, T ASD Superintendent . Curt called the monthly town board meeting to order at 6:32 p.m.

Minutes: Curt made a motion to approve the Caucus minutes, Jim H. seconded. Motion carried. Curt made a motion to accept the January monthly meeting minutes, Jim H. seconded. Motion carried.

1. **Treasurer's Report.** Terry gave the January financial report and gave information on settlement amounts.
2. **Clerk's Report.** Leslie reported all correspondence received during the month, including Proof of Publication for Absentee voting, Clerk's completion of 2% Fire Dues Certification, Timber Cutting Notice, and information on the February 21 Primary election.
3. **Communications to the Board** - None
4. **Unfinished Business:** Ordinance work night – nothing new to report
5. **Highway Maintenance:** Jim reported that he has plowed and sanded. Jim H. reported numerous complaints had been received with the recent snow and ice issues, he recommended that more sand/salt be applied and driving slower to get better coverage
6. **New Business:** Camp Douglas EMS contract was reviewed and payment was approved. Cutler Fire Department 1st payment was approved. Cindy Zahrte, Superintendent of T ASD reported on upcoming changes the district will be experiencing such as the 45-15 Calendar at Lemonweir, an open house planned for May 7, 2017 at the Tomah Senior High commemorating the 50th Anniversary of the 1st graduating class at the current Tomah High School. Mrs. Zahrte also reported that with the referendum the amount of tax per \$100,000 actually decreased instead of increasing as was expected.
7. **Next Monthly Meeting:** Monday, March 6, 2017, at 6:30pm.
8. **Payment of Vouchers:** Various bills were presented, reviewed by the board and approved for payment.
9. Curt made a motion to adjourn, Jim H. seconded the motion, Motion carried

Meeting Adjourned at 7:30 p.m.
Leslie Peterson, Clerk

TOWN OF CUTLER MONTHLY BOARD MEETING

MONDAY, March 6, 2017

CUTLER TOWN HALL N10846 2ND AVE., CAMP DOUGLAS, WI

Town Board Members in attendance: Curt Jorgensen, Supervisor; Jim Hayward, Supervisor; Terry Hayward, Treasurer and Leslie Peterson, Clerk; Jim Brown, Bobbi Georgeson, Dan Woggon, and Carrie Lowe. Curt called the monthly town board meeting to order at 6:31 p.m.

Minutes: Curt made a motion to accept the March monthly meeting minutes, Jim H. seconded. Motion carried.

1. **Treasurer's Report.** Terry gave the February financial report, there are 20 outstanding personal property taxes. Terry has sent notices to Tim Daily and Terry Davison.
2. **Clerk's Report.** Leslie reported all correspondence received during the month. There were 19 voters at the Primary Election held on February 21.
3. **Communications to the Board - None**
4. **Unfinished Business:** Ordinance work night – nothing new to report
5. **Highway Maintenance:** Jim reported that he has had to close some roads due to the rain and 6th Avenue is very bad. Dan offered to use his equipment to help keep 6th Avenue passable.
6. **New Business:** Spring election will be held on April 4th for local officials, State Superintendent, Appellate Judge and a State Supreme Court Judge. Leslie has contacted people to work the polls.
7. **Next Monthly Meeting:** Tuesday, April 18, 2017, immediately following the annual meeting at 6:00pm.
8. **Payment of Vouchers:** Various bills were presented, reviewed by the board and approved for payment.
9. **Open discussion:** Carrie Lowe expressed her concern over the condition of 6th Avenue and when it might be completed. Jim H. and Curt explained how the process works and what steps still need to be done.
10. Curt made a motion to adjourn, Jim H. seconded the motion, Motion carried

Meeting Adjourned at 8:00 p.m.

Leslie Peterson, Clerk

TOWN OF CUTLER MONTHLY BOARD MEETING
TUESDAY, April 18, 2017
CUTLER TOWN HALL N10846 2nd Ave; Camp Douglas, WI

Town Board Members in attendance: Martin Potter (Chairman), Bobbie Georgeson (Clerk), Jim Hayward (Supervisor), Terry Hayward (Treasurer), Curt Jorgensen (Supervisor), Linda Chojnacki, Jim Brown, Dan Woggon, Robert Hayward, Ruth & Larry Stoner, Dennis Stoner, Randy Rudolph, Vincent Oloughlin, and Marci Martin. Martin called the meeting to order at 6:35 p.m.

Minutes: Jim Hayward made a motion to accept the March meeting minutes (with corrections), Curt Jorgensen seconded, motion carried.

1. **Treasurer's Report** Terry Hayward gave the March financial report, there are 17 delinquent personal property taxes remaining to date. The state Gaming Credit is expected mid-April. \$29435.23 from DOT for transportation aid come in, as did \$9255.32 from DNR, in lieu of taxes. Permission was given to purchase black ink pens. Curt made a motion to accept the report, Jim seconded, motion carried.
2. **Clerk's Report** Leslie Peterson reported correspondence received during the month. There were 33 voters at the Spring Election held on April 4. Randy Rudolph's bartender license was approved, signed and given to him. Requested driveway information was given to Brian Elsing. Clay's Septic will be notified to pump town septic, per state requirements. Wisconsin Towns Association monthly meeting 19 April in Mauston; Martin, Bobbie, Jim and Terry will attend. Wisconsin Towns Association training meeting 2 May in Tomah; Martin, Bobbie, Jim and Terry will attend. Signed Oaths of Offices were presented for each of the board members.
3. **Communications to the Board** Linda Chojnacki requested current election guide book, signs for next election, "Yes, I voted stickers", and reminded the board that voting workers need continuing credits and that it would be good to get more workers certified. Mentioned that the Feb. inspection letter may have good information as well. Cigarette & Tobacco permits have changed, but currently the town has no business selling these products, so not an issue. Census Bureau reporting is PAST DUE. Marci Martin reported what is available for funding of bridge expenses for 2nd Ave. Marci volunteered to get the application for the application for the State low interest rate loan. Requested a working group be named to begin this process. The board also discussed the option of closing the East lane of bridge. More to follow.
4. **Unfinished Business** Leslie Peterson will complete the Ordinances before handing off to Bobbie Georgeson. Discussion concerning Mobile Home Park Ordinance was tabled until more information is gathered.
5. **Highway Maintenance** Jim Brown reported that disking and grading of all gravel roads has begun. More rain is NOT needed, roads need to dry out before further work may continue. Jim reported he has a LOT of time into correcting issues that are Gerke's responsibility on 6th Ave., is requesting that Gerke help offset expenses.
6. **New Business** Martin reported that if any resident see the large white H&M (tandem/quad) power line trucks, that they take photos and immediately report to

Juneau County, as none of Cutler roads are approved on the "Pink Route Map". May 6 at 8 a.m. is the Road Tour, meet at Town Hall to begin. Bob Conant has not given a date for Open Book yet, Martin will contact before next meeting.

7. **Next Monthly Meeting** Monday, May 15, 2017 at 6:30 pm
8. **Payment of Vouchers** Various bills were presented, reviewed by the board and approved for payment. Another partial payment to Gerke was approved, the money to be moved from the Money Market Account.
9. **Open Discussion** Jim Brown would like to have his monthly payments electronically deposited. Martin requested that Bobbie prepare a resolution regarding this and place on next month's agenda. Dennis Stoner asked about voting procedures and how it's determined which school district you vote for. It was explained that the school district your property is located is how that is decided. You don't get to "choose" which school district you're voting for.
10. Curt Jorgensen made a motion to adjourn, Jim Hayward seconded, motion carried

Meeting Adjourned at 8:15 pm

Bobbie K Georgeson, Clerk

Bobbie K Georgeson

TOWN OF CUTLER MONTHLY BOARD MEETING
Monday, May 15, 2017
CUTLER TOWN HALL N10846 2nd Ave; Camp Douglas, WI

Town Board Members in attendance: Martin Potter (Chairman), Bobbie Georgeson (Clerk), Jim Hayward (Supervisor), Terry Hayward (Treasurer), Curt Jorgensen (Supervisor), Tim Dailey, Nancy Hawver, Jimmy Brown, Jim Brown, Dave & Linda Chojnacki, Darrell Towne, Leslie Peterson, and Marci Martin. Martin called the meeting to order at 6:30 p.m.

Minutes: Curt Jorgensen made a motion to accept the April meeting minutes, Jim Hayward seconded, motion carried.

1. **Treasurer's Report** Terry Hayward gave the April financial report, there are 6 delinquent personal property taxes remaining to date. New credit cards for the town has been applied for, and received (along with new pin numbers), Juneau County is doing a "clean-sweep" July 22-23 (Terry will post info on the town web-site), and 4 building permit checks have been received from Kellner Inspection. Curt made a motion to accept the report, Jim seconded, motion carried.
2. **Clerk's Report** Bobbie K Georgeson reported correspondence received during the month. Jim Hayward made a motion that Bobbie K complete the 2015 Wisconsin Act 211 Municipality Delegation of Authority form and return it to Todd Kellner (to act on the municipality's behalf as it relates to the implementation of the state's building permit process), Curt Jorgensen seconded, motion carried. Martin Potter agreed to complete the Pavement Ratings Report due this Dec. Curt Jorgensen will be attending the NCW Regional Planning Commission meeting in Mauston on May 31. Juneau County has forwarded a Timber Cutting Permit from Katherine Neustadter, Jim is to keep an eye on the road. Clay's Septic had been notified to pump town septic, per state requirements, they plan to complete that this week. Bobbie K has been commissioned as a Notary Public, and has received her certificate. Board of Review training materials have arrived, training to be accomplished 22 May at 5 p.m. at the town hall.
3. **Communications to the Board** Martin Potter received a Fire Number application, for Jessica Kramer, in the mail. Bobbie K will invoice, then after getting payment she will contact Fire Dept (David Fisher) with necessary information to get sign installed. BOR date set for 5 June from 4-6 p.m.
4. **Unfinished Business** Ordinance work night set for 30 May, immediately following the Open Book, at the town hall. Tim & Kim Dailey are hoping to have full ownership of Eagle's Nest by mid-June, Mobile Home Park Ordinance to be re-addressed following the sale completion, if necessary. Jim Hayward made a motion to allow Jim Brown to have electronic payment made to his bank account each month. Curt Jorgensen seconded, motion passed. Bobbie K and Terry will get paperwork set up as soon as possible, to allow for Jim to be paid \$6152.82, on the 2nd of each month (or the first business day following the 2nd if it falls on a Sunday or legal holiday), beginning 2 June 2017, and continuing until revoked, or changed with board approval. Marci Marten reported on the urgency of applying for funding ASAP, as this low cost loan opportunity

is only every other year. She MUST know the dollar amount and be sure the project is going forward BEFORE completing the application for the funding. Juneau County is paying AYRES Associates to review the pilings for the bridge, as the status may have changed and more work will be necessary to allow the bridge to stay open, even if other work was completed on it. The board decided to wait for the report from Ayres, then re-evaluate, then Move Quickly, if necessary and if funding is still available. Road tour findings were shared, then tabled until the costs are received for further discussion. Open Book is set for 30 May 4-6 p.m., at the town hall.

5. **Highway Maintenance** Jim Brown reported that grading of all town gravel roads has one pass completed. The second pass will begin soon, when the weather permits. Gerke plans to grade 26th and 6th Tuesday, 16 May 2017 again. Gerke has also been contacted by the DNR to haul gravel onto some of Town of Cutler roads in the refuge, to aid in filling holes.
6. **New Business** Eagles Nest got Liquor License and Bartender License forms, and plan to return them to Bobbie K, no later than Monday, 22 May 2017, to allow time for review of documents and background checks to be completed prior to the 5 June board meeting, to allow licenses to be implemented on the 1 July date that the state has in place. Martin Potter made a motion that Resolution 17-01 supporting the Comprehensive Study of Flood Plain in Northern Juneau County and Southern Wood County using FEMA Grant Funds be approved, as written. Curt Jorgensen seconded. Motion carried. The DNR is planning to fly a plane over the refuge area, to mark beaver dams for elimination, plan to begin yet this week.
7. **Next Monthly Meeting** Monday, June 5, 2017 immediately following the Board of Review at 6 p.m.
8. **Payment of Vouchers** Various bills were presented, reviewed by the board and approved for payment.
9. **Public Comment** None at this time
10. Curt Jorgensen made a motion to adjourn, Jim Hayward seconded, motion carried

Meeting Adjourned at 8:03 pm
Bobbie K Georgeson, Clerk

TOWN OF CUTLER MONTHLY BOARD MEETING
Monday, June 5, 2017
CUTLER TOWN HALL N10846 2nd Ave; Camp Douglas, WI

Town Board Members in attendance: Martin Potter (Chairman), Bobbie Georgeson (Clerk), Jim Hayward (Supervisor), Terry Hayward (Treasurer), Curt Jorgensen (Supervisor), Nancy Hawver, Jimmy Brown, Jim Brown, and Charles Batten. Martin called the meeting to order at 6:01 p.m.

Minutes: Curt Jorgensen made a motion to accept the May meeting minutes, Jim Hayward seconded, motion carried.

1. **Treasurer's Report** Terry Hayward gave the May financial report, there are 6 (1 deceased person) delinquent personal property taxes remaining to date. Curt made a motion to accept the report, Jim seconded, motion carried. Martin made a motion to move tax money into a CD (\$5000) and the remaining amount (\$35,429.08) into the Money Market (checking) account, Jim Hayward seconded, motion carried. Another note, Jim Brown's auto payment has been set up, and worked well this month.
2. **Clerk's Report** Bobbie K Georgeson reported correspondence received during the month. Board of Review Training was accomplished 22 May, everyone has been certified with the state as accomplishing required training. Jessica Kramer has paid Fire Sign fee, Dennis Stoner will be getting invoiced for his request of a new Fire Number application. David Fisher has been notified, he's working in cooperation with the board to get these two requests completed.
3. **Communications to the Board** Martin Potter received another Past Due notice for Census. Planning to get done 12 June, or sooner. Also, has a few agenda items for next month (Assessor contract agreement, Town hall rental, and TRIP program proposal-Curt Jorgensen is working on Smart Growth issues).
4. **Unfinished Business** Ordinance work night of 30 May was beneficial. The next work night will be Thursday, 6 July, at 6 p.m., at the town hall. Mobile Home Park Ordinance to be re-addressed following the sale completion, if necessary, with Eagle's Nest. No word from AYRES Associates regarding the pilings for the bridge on 2nd Ave., therefore, the town is still holding on making any decisions regarding this. Road tour cost findings were shared, Curt Jorgensen made a motion to accept the road work for all the locations, except the stretch on 2nd - South of the bridge to the intersection with 25th St- (total cost of \$57,436.40), Jim Hayward seconded, motion carried. Martin Potter will contact Scott's to schedule work. Curt Jorgensen made a motion to issue Eagles Nest Liquor License, Jim Hayward seconded, motion carried. Bobbie issued the license and it was given to Nancy Hawver, Eagle's Nest representative. Martin Potter made a motion to issue 7 Bartender Licenses, and withhold issuance of one more (until the server certificate is received), Jim Hayward seconded, motion carried. Bobbie issued 7 licenses and they were given to Nancy Hawver, Eagle's Nest representative.
5. **Highway Maintenance** Jim Brown reported that grading of all town gravel roads has been completed, trees cut off roads and holes have been patched. A couple more areas with tree concerns were discussed. Gerke graded 26th and 6th. Jim Hayward shared Mrs. Lowe's

concerns, and extreme displeasure, with the 26th St. road work, past her home. She has also expressed these same concerns with Kyle at Gerke's.

6. **New Business** Fireworks permits have been issued to Charles Batten, Eagle's Nest, and Lisa Potter, for the Fourth of July.
 7. **Next Monthly Meeting** Monday, July 10, 2017 at 6:30 p.m.
 8. **Payment of Vouchers** Various bills were presented, reviewed by the board and approved for payment.
 9. **Public Comment** None at this time
- Martin Potter made a motion to adjourn, Curt Jorgensen seconded, motion carried

Meeting Adjourned at 6:58 pm
Bobbie K Georgeson, Clerk

TOWN OF CUTLER MONTHLY BOARD MEETING
Monday, July 10, 2017
CUTLER TOWN HALL N10846 2nd Ave; Camp Douglas, WI

Town Board Members in attendance: Martin Potter (Chairman), Bobbie Georgeson (Clerk), Jim Hayward (Supervisor), Terry Hayward (Treasurer), Curt Jorgensen (Supervisor), Bob Fink, Jim Brown, Gary Frei, Charles Batten, Larry Fisher and Dennis Stoner. Martin called the meeting to order at 6:36 p.m.

Minutes: Curt Jorgensen made a motion to accept the BOR meeting minutes, Jim Hayward seconded, motion carried. Martin Potter made a motion to accept the June meeting minutes, with a correction to the remaining tax money amount which was moved into the Money Market being \$35,424.08, due to \$5 being left in account to keep it open. Curt Jorgensen seconded, motion carried.

1. **Treasurer's Report** Terry Hayward gave the June financial report, there are 6 (1 deceased person) delinquent personal property taxes remaining to date. Terry sent out "reminder" letters for those delinquent people, she also noted that Eagle's Nest personnel are assisting with these collections. Curt made a motion to accept the report, Jim seconded, motion carried. Terry reported that instead of adding \$5000 into an existing CD, she created a new 9 month CD, to allow the CD's to be joined up at the proper time, according to the bank personnel. Denise Giebel (JC Clerk) sent Terry the 2016 Tax Roll Aug Settlement sheet.
2. **Clerk's Report** Bobbie K Georgeson reported correspondence received during the month. Dennis Stoner has paid Fire Sign fee. A couple residents called with building permit questions, Bobbie forwarded them to Todd Kellner. Stacy Beltz inquired about zoning requirements for land sale. Martin Potter spoke with her, requirements made known. Compliances were determined. Clay's Septic did pump the town hall and forwarded the necessary documentation to the county. No invoice has been received, as of today. NCWRPC Annual Report was received. Training materials for the WI alcohol beverage registration and licensing has been received. Date of training to be determined. Omitted taxes has been determined, and invoice sent out, and payment (in full) has been received. Bobbie returned the voter registration cards that were sent out- spot check complete. Bobbie and Terry completed the US Dept. of Interior form, Bobbie faxed information back to them. The eighth server license was issued to Eagle's Nest when Bobbie received the missing server certificate. A certification of values after BOR, with necessary corrections being made, and notice of the amount for the Aug Settlement to be paid by the county has been received.
3. **Communications to the Board** Martin Potter and Scott Construction to drive through soon, to establish time line for this year's road work.
4. **Unfinished Business** Ordinance work night of 6 July allowed board to finalize their inputs. Martin will be taking to Attorney Mubarak for review. More to follow. Mobile Home Park Ordinance has been postponed until completion of Eagle's Nest sale, if necessary. Still no word from AYRES Associates regarding the pilings for the bridge on 2nd Ave., therefore, the

town is still holding on making any decisions regarding this. It was, again, noted that if an additional stringer breaks the bridge will be forced to close, per the county.

5. **Highway Maintenance** Jim Brown reported that mowing, grading, and cutting up trees is ongoing. Charles Batten and Bob Fink expressed areas they would like more attention be paid to. Terry reported that she received word from a town resident on their pleasure to having the roads being mowed. Much appreciated! Martin Potter reported that we will be getting a new contact person, with the DNR, for future culvert work.
6. **New Business** Curt made a motion to accept Bob Conant's Assessor Contract (for the next 3 years, then he plans to retire), Jim seconded, motion carried. It was decided to either submit 28th St & 6th Ave (1-1 ¼ Mile) OR approximately 6 miles of single layer sealcoat (if qualifies) for this year's TRIP program, in Sept. Martin Potter will check out whether the single sealcoat will qualify or not. Curt updated the board on Smart Growth, he spoke with Dennis Lawrence and was informed that a NCR Planning packet is being sent out. Jim Hayward made a motion to change the town hall rent to \$100 (2-\$50 checks), with one check being returned upon proper cleaning of building after the event, and only town residents were eligible to rent the facilities. Effective immediately, he also included that this rental should be re-addressed in one year. Curt seconded, motion carried. Larry Fisher gave a brief presentation for the Aug. 4 Annual Fire Celebration. It will be Friday night (4pm-midnight) only. Fish fry, barbecue and brats with a live band for entertainment. Beer, wine coolers, and non-alcoholic drinks will also be available for purchase. Raffles and silent auction will also be a part of the evening's entertainment. Curt made a motion to approve and issue a temporary picnic license, Jim seconded, motion carried. Bobbie issued picnic license. Jim made a motion to approve and issue 2 temporary bartender licenses for the event, Curt seconded, motion carried. Bobbie issued the licenses.
7. **Next Monthly Meeting** Monday, August 14, 2017 at 6:30 p.m.
8. **Payment of Vouchers** Various bills were presented, reviewed by the board and approved for payment.
9. **Public Comment** Cutler Volunteer Fire Department would like to do a project for the town, consisting of purchasing a 25KW LP Generator and switch to service the town hall with. They would like to have it placed on a concrete slab and wired into the building. They are asking what, if anything, the town would consider being able to assist with this project. More discussion is planned with more specific details in the future. The fire department also asked for permission to install a metal/wood memorial bench, for Irene Fisher, somewhere near the town hall, on a concrete slab.
10. Jim Hayward made a motion to adjourn, Curt Jorgensen seconded, motion carried

Meeting Adjourned at 8:09 pm
Bobbie K Georgeson, Clerk

TOWN OF CUTLER MONTHLY BOARD MEETING
Monday, August 14, 2017
CUTLER TOWN HALL N10846 2nd Ave; Camp Douglas, WI

Town Board Members in attendance: Martin Potter (Chairman), Bobbie Georgeson (Clerk), Jim Hayward (Supervisor), Terry Hayward (Treasurer), Curt Jorgensen (Supervisor), Bob Fink, Jim Brown, Kyle Gibbons, Charles Batten, Larry Fisher, Allen Jessen and Gervase Thompson. Martin called the meeting to order at 6:30 p.m.

Minutes: Curt Jorgensen made a motion to accept the July meeting minutes, Jim Hayward seconded, motion carried.

1. **Treasurer's Report** Terry Hayward gave the July financial report. Curt made a motion to accept the report, Jim seconded, motion carried.
 - Terry also noted that Eagle's Nest personnel will be reminded that assisting with the delinquent personal property collections is necessary, or the Mobile Home Ordinance will need to be acted upon.
 - Terry reported that she had received an auto deposit into the town checking that she was FINALLY able to track down to the Dept. of the Interior (Refuge money)
 - A couple of requests came in, regarding taxes, and recent land sales within the township
2. **Clerk's Report** Bobbie K Georgeson reported correspondence received during the month.
 - Michael Joye has paid Fire Sign fee, fire dept. has been notified to get installed.
 - Todd Kellner sent a couple more building permits this month.
 - Robert Conant returned contract with the town for his services-been filed.
 - Allied has been contacted regarding the summer fill/pre-pay program currently underway. Rich @ Allied will be sending a pre-pay contract for next month's meeting. The town isn't eligible for summer fill, due to the amount of lp remaining in tank.
 - U.S. Census information was received. Bobbie contacted them, via phone, to have Leslie Peterson and Pam Jorgensen removed from future mailings. No further action is necessary at this time.
 - Wisconsin Towns Association sent Fall Workshop information. Martin, Jim and Bobbie all plan to attend Sept. 28 training in Warrens, WI
 - Rural Mutual Insurance policies have been received, and filed.
 - Bobbie has been contacted to get her 3 hour core New Clerk Training. The only available class is Nov. 8, in WI Rapids, currently. Bobbie will attend.
 - JC Sheriff has mailed out the 911 information, wanting it to be updated. Terry Hayward has agreed to do what she can with it.
 - PW 137 email, from Emergency Management has been received, regarding the 4 culverts that need replacing in the refuge roads. Martin and Bobbie will work on getting paperwork completed for this work to continue.

3. **Communications to the Board** nothing new, that hasn't been covered in other areas of tonight's meeting.
4. **Unfinished Business**
 - Gervase Thompson delivered paperwork to the town, for completion and mailing back, for assistance funding of last year's flooding during November, in the refuge.
 - Martin will be talking to Attorney Mubarak for review of Ordinance work which has been completed on 15 August 2017. Attorney Mubarak has suggested that an independent company be notified, who works with this stuff exclusively.
 - Mobile Home Park Ordinance will be enacted upon further if Terry doesn't get assistance with the remaining delinquent personal property collections.
 - 2nd Ave Bridge Working Group has been named. Jim Hayward, Marcie Marten, Jim Brown, and Gary Frei are the beginning core group. Martin got the application for the loan application from Marcie Martin. Bobbie completed form (requesting \$250,000) and mailed before the deadline. It was, again, noted that if an additional stringer breaks the bridge will be forced to close, per the county.
 - TRIP program proposal of completing 26th Street or doing ¾ mile of 23rd Street, from Cty Rd H East with double layer seal coat. More to follow.
 - Smart Growth Committee named. Curt Jorgensen, Jim Brown, Bob Fink, Charles Batten and Bobbie Georgeson. One meeting this Fall and another next Spring will be set.
 - Larry Fisher presented the Generator project specifics. Complete project (27K generator, electric hook-up, gas piping, cold weather package, and concrete slab) is expected to cost around \$16, 400+/- Town board agreed to 50/50 cost share. Fire Department is lead and will continue to update as project moves ahead.
 - Memorial bench has been ordered, Cutler Fire Auxiliary will update as project progresses.
5. **Highway Maintenance** Jim Brown reported that mowing, grading, and cutting up trees is ongoing.
6. **New Business**
 - Terry distributed tax bill processing option, forwarded by Juneau County Clerk-Denise Giebel. Board will review and discuss at next month's meeting. Terry has stated that she feels this is part of the Treasurer's job and does not mind continuing business as usual.
7. **Next Monthly Meeting** Monday, September 11, 2017 at 6:30 p.m.
8. **Payment of Vouchers** Various bills were presented, reviewed by the board and approved for payment.
9. **Public Comment** This portion of the meeting was actually moved ahead of all other business.
 - Kyle Gibbons (Gerke Excavating employee) introduced himself, then read a typed complaint, recorded by Tera Malmstrom, phoned in to Gerke Excavating on 19 July, 2017 by Allen Jessen. The proposed resolution for this complaint was stated, however, Kyle stated, "I will not apologize. I do not know this person and I have not made any such statements." Allen introduced himself to Kyle. Some discussion

occurred between the two men. Kyle thanked the board for allowing him this time to speak, then he left. Allen followed up with the board, asking if any of them had been approached by Kyle with the accused statements. None were, Allen then said it was out of the board's hands, he will take care of it from here.

- Allen Jessen made a CD, containing information regarding the 25th and 6th Ave recently completed road project, for each board member to view. He plans to return next month to discuss what is on them. Allen had also sent an email to the town with photos of Scott Construction on the day the seal-coating was completed on 25th. Martin has contacted Scott Construction, on Allen's behalf. Scott asked that Martin apologize on their behalf, and said they are going to return to Allen's field to pick-up, and remove the oil slopped. Allen stated that he appreciates that, and then he left the meeting.

10. Curt Jorgensen made a motion to adjourn, Martin Potter seconded, motion carried

Meeting Adjourned at 8:55 pm
Bobbie K Georgeson, Clerk

TOWN OF CUTLER MONTHLY BOARD MEETING
Monday, September 11, 2017
CUTLER TOWN HALL N10846 2nd Ave; Camp Douglas, WI

Town Board Members in attendance: Martin Potter (Chairman), Bobbie Georgeson (Clerk), Curt Jorgensen (Supervisor), Bob Fink, Jim Brown, and Allen Jessen. Martin called the meeting to order at 6:30 p.m.

Minutes: Curt Jorgensen made a motion to accept the August meeting minutes, Martin Potter seconded, motion carried.

1. **Treasurer's Report** Bobbie K gave the August financial report. Curt made a motion to accept the report, Martin seconded, motion carried.
 - Terry left message that she hasn't heard from Eagle's Nest personnel concerning the collecting of any more delinquent taxes. Martin agreed to try to contact Tim Daly, regarding this.
 - Terry found a NOTICE OF REAL ESTATE FORECLOSURE SALE (for W10088 16th Street, Camp Douglas, WI 54618), left by Juneau County Sheriff, on the Town Hall door. She brought it in, Bobbie made a copy and taped on the door, where other notices get placed. Bobbie will contact Sheriff to see if other locations need to have the posting also.
 - Terry also left a flyer from Castle Rock Realty, which shows a listing for a property in the township (at N9703 2nd Ave; Camp Douglas, WI 54618) for sale.
2. **Clerk's Report** Bobbie K Georgeson reported correspondence received during the month.
 - Michael Joye contacted Bobbie K, regarding the verification of his current home address being in Illinois. He was concerned that he hasn't received his 2017 tax bill yet. Bobbie informed him that she would verify the address with the treasurer, but that 2017 tax notices aren't mailed out until December.
 - Bobbie K was informed that Todd Kellner is the POC regarding new fire number requests as well as building permits. This information will prove to be most helpful as she has been getting quite a few requests from the Cranberry Creek new land owners.
 - Allied contract for LP has been signed by Martin, and Bobbie K sent the \$ 0.10/gallon deposit for this season's 1300 gallons.
 - Registration materials for Wisconsin Towns Association Fall Workshop for Martin, Jim and Bobbie has been sent in
 - Bobbie will attend Edge training (Monroe Co) for the voting process with our voting machine 5 October 2017, as well as new Clerk Core Training in WI Rapids 8 Nov 2017.
 - Thursday, 21 September, WTA is holding a meeting at 6:30 pm, in Mauston, WI. Bobbie will attend to ensure the township is represented for the TRIP committee

planning portion. Others board members may attend, if they choose. Pizza and refreshments will be served.

3. **Communications to the Board** nothing which hasn't been reported in other areas of this report

4. **Unfinished Business**

- The board decided to continue processing taxes the same way as last year (Terry will handle start to finish), they also chose NOT to add electronic payment options at this time. These options may be reconsidered after a year of use by others occurs; to allow time to "work through" any possible 'bugs'.
- Terry was gone, so no update at this time on the Juneau County 911 Update.
- Martin has been in contact with FEMA personnel, they have stated that they have the funds to assist with the 4 new culverts for the refuge, need "exact" legal description for newspaper notice. Martin continues to move ahead with this.
- Martin will be talking to an independent company, who works with Ordinances exclusively, to review the board's suggestions.
- Mobile Home Park Ordinance – as stated previously, Martin will contact Tim Daly to check on status of assistance with this.
- 2nd Ave Bridge Working Group – loan application has been received. Jim Hayward will be given the packet. Loan application must be completed and returned prior to 21 Oct 2017. Martin will contact Steve Bell at Wood County Trust to see what the interest rate would be to go through them verses this other option. They have, previously, stated that a bridge loan for 10 years would be possible.
- TRIP program proposal for doing ¾ mile of 23rd Street, from Cty Rd H East with double layer seal coat, was submitted. Dennis Weiss (commissioner) stated paperwork looks good and that he emphasized the importance of a board person attending the WTA meeting 21 September, in Mauston.
- Smart Growth - Curt Jorgensen reported that he hasn't heard anything new yet.
- Allen Jessen discussed his concerns regarding the lack of communication between the board and property owner's, when work is being done near their properties. The board agreed that better communication should try to be accomplished in the future. Allen has also placed the board on notice that he will be "paying attention" to future road projects, to ensure that each landowner is treated equally, regarding the amount of gravel placed for driveways. It was stated, by the board, 1-2 feet of seal coat on the driveway and another 1-2 of gravel beyond the seal coat is "normal"; however, every driveway is different in height and width.
- Martin reported that the generator was expected to be delivered tomorrow (Tuesday-12 Sept) to the town hall. Also, the concrete is poured.
- Memorial bench project has not had any action that the board is aware of.

5. **Highway Maintenance** Jim Brown reported that Necedah bussing called to report low hanging limbs, which he has since gotten removed. Grading and mowing has also just started again. Martin asked that Jim get dollar values together, for next month's meeting, as to what each pass costs for mowing and grading, also which pass (first, second, etc). Martin will follow up with Bruce Haukom, concerning a new driveway

request on 4th Ave. It will be south of his current driveway but before Ella's old driveway. He will put at least a 24 inch culvert in, work will be done in about 3 months, and Martin is to be notified when they are doing the work. Martin, once again, will highly recommend that he get a Fire Number Sign for this driveway.

6. **New Business** nothing at this time
7. **Next Monthly Meeting** Monday, October 9, 2017 at 6:00 p.m., with Budget Workshop to follow immediately.
8. **Payment of Vouchers** Various bills were presented, reviewed by the board and approved for payment.
9. **Public Comment** Nothing new at this time
10. Curt Jorgensen made a motion to adjourn, Martin Potter seconded, motion carried

Meeting Adjourned at 7:30 pm
Bobbie K Georgeson, Clerk

TOWN OF CUTLER MONTHLY BOARD MEETING
Monday, October 9, 2017
CUTLER TOWN HALL N10846 2nd Ave; Camp Douglas, WI

Town Board Members in attendance: Martin Potter (Chairman), Bobbie Georgeson (Clerk), Curt Jorgensen (Supervisor), Jim Hayward (Supervisor), Terry Hayward (Treasurer), David Fisher, Jim Brown, and Gary Frei. Martin called the meeting to order at 6:07 p.m.

Minutes: Curt Jorgensen made a motion to accept the September meeting minutes, Jim Hayward seconded, motion carried.

1. **Treasurer's Report** Terry gave the September financial report. Curt made a motion to accept the report, Jim seconded, motion carried.
 - Terry still hasn't heard from Eagle's Nest personnel concerning the collecting of any more delinquent taxes. Martin was able to contact Tim Daly, he has recently returned from a trip. Tim will get with Terry now that he's back.
 - Terry reported that Bob Batten has listed 80 acres of land for sale, along Old Hwy 21.
 - Terry explained the penalty payment of \$3267.17 for the IRS, to keep the town from being placed into collections and have a levy placed against town. This penalty is due to a 2007 and 2012 filing errors with W-2's at year end. The IRS insisted that the payment be post marked no later than the day Bobbie had contacted them regarding what the penalty was for.
 - Netfirms sent renewal notice for townofcutler domain website. Terry will try to renew for a month, to allow the board time to review options for the site.
 - Manthey Salvage sent two checks for recycling of old signs and crushed aluminum that was turned in.
 - Transportation Aid for 2018 is expected to be 4 payments of roughly \$29,435 each.
 - Terry received a couple of "Special Assessment" requests for two properties in the town. She responded that none were necessary.
2. **Clerk's Report** Bobbie K reported correspondence received during the month.
 - Bobbie shared some of what was covered at the WTA Workshop in Warrens. Very beneficial, still much to learn!
 - Bobbie attended the EDGE training in Sparta. Pretty sure that if I follow the book, I should manage to operate the voting equipment. Phone support is available if needed.
 - Unemployment UCT-2000 filed 9/27/17
 - 3rd Qtr 941 prepared, check to be issued tonight, payment mailed 10/10/2017
 - 2017-2018 Shared Revenue worksheets were received, expect same as last year.
 - Two land owners have applied for new MFL status, comments were due to DNR prior to Oct. 4
 - Bobbie K contacted Todd Kellner, via e-mail, regarding customer service needs of townspeople not being met. Todd sent 2015 Wis Act 49 information and new Service Contract for the board to review and take action on. Board asked she contact Todd

regarding a hard copy that includes dates and signature lines. Bobbie emailed Tuesday.

- CRAM cost for the town has been raised to \$1022.60 for the town to pay to Juneau County landfill, 8 residents are currently using this service.
 - Rural Insurance has sent the Worker Comp Audit results. Cost will remain the same for next year.
 - Legislative Aide, Peter Heinz, has inquired how many 2017-2018 Blue Books we would like to receive. They are free of charge to any resident of Wisconsin. Highway maps are also available. Bobbie will respond with our request.
 - Received FEMA tear sheet, forwarded to William at FEMA.
 - Denise Giebel sent sample EXCEL spreadsheets for use with Special Assessments. Currently we don't have any, but data will be filed if needed in the future.
 - Laura Wagner contacted us, via e-mail, offering her Web Design services. Board directed Bobbie to ask her for references, and more research will be done to get our website accessible for smart phones and tablets, and easy upgrades. Bobbie sent email immediately following meeting.
3. **Communications to the Board** Martin and Jim each shared information from the WTA Meeting in Warrens. State road aid is increasing 8.5%, we should see \$2389/mile in the future.
4. **Unfinished Business**
- Terry has contacted Juneau County, regarding the 911 Update. It is extremely outdated, and she was told to take her time and update as accurately as possible.
 - William, with FEMA, seems to be content for the time being. Electronic and hard copies have been sent of the information he was requesting.
 - Martin talked to an independent company, who works with Ordinances exclusively, initial estimate is \$6K-\$16K, for getting ordinances completed. Martin was asked to see if we send electronic files they could give a closer estimate.
 - Mobile Home Park Ordinance – as stated previously, Tim will be getting in touch with Terry now that he's returned.
 - 2nd Ave Bridge Working Group – Martin contacted Steve Bell at Wood County Trust, they do offer loans to townships, but their rate is higher than this state loan. Loan application was discussed, and the resolution read and unanimously approved. Curt made a motion to apply for the \$250K for 3.5% for 10 year loan, from Public Lands Committee, Jim seconded, motion carried by unanimous vote. The board completed the application, and Bobbie mailed out 10 Oct 2017.
 - TRIP program – Cutler will be awarded \$21,847.19 for doing ¾ mile of 23rd Street, from Cty Rd H East with double layer seal coat, in 2018.
 - Smart Growth - Curt Jorgensen reported that he hasn't heard anything new yet.
 - The generator has been placed on the concrete slab, been piped to the lp tank, and electric is installed 10 Oct.
 - Memorial bench is sitting in front of town hall currently. Looks nice.
5. **Highway Maintenance** Jim Brown reported that tree trimming, mowing black top patching is going well. Martin asked that Jim get more patching done yet this fall.

6. **New Business** Nothing new at this time
7. **Next Monthly Meeting** Monday, November 13, 2017 at 6:00 p.m
8. **Payment of Vouchers** Various bills were presented, reviewed by the board and approved for payment.
9. **Public Comment**
 - David Fisher came forward with concerns regarding the Fire Number process. Carolyn & Derek Melrose and Jay Barthuly continue to not get service from Todd Kellner, and are understandably upset that this is taking so long to resolve. He also shared his concerns that some existing fire number signs are in incorrect locations, and others are “failing” (one side is fine, the other side is pure white). The board asked Dave to check with the county to see if they can make the signs, and to contact Lange to see what they are willing to do (if anything) to correct the issue.
 - It was suggested that the board try to find other options for Building Inspector/Fire Sign duties.
10. Curt Jorgensen made a motion to adjourn, Jim Hayward seconded, motion carried

Meeting Adjourned at 8:05 pm
Bobbie K Georgeson, Clerk

TOWN OF CUTLER MONTHLY BOARD MEETING
Monday, November 13, 2017
CUTLER TOWN HALL N10846 2nd Ave; Camp Douglas, WI

Town Board Members in attendance: Martin Potter (Chairman), Bobbie Georgeson (Clerk), Curt Jorgensen (Supervisor), Jim Hayward (Supervisor), Terry Hayward (Treasurer), David Fisher, Jim Brown, Charles Batten and Gary Frei. Martin called the meeting to order at 6:05 p.m.

Minutes: Curt Jorgensen made a motion to accept the October meeting minutes, Jim Hayward seconded, motion carried.

Treasurer's Report Terry gave the October financial report. Curt made a motion to accept the report (with minor corrections), Jim seconded, motion carried.

- Terry still hasn't heard from Eagle's Nest personnel concerning the collecting of any more delinquent taxes. However, she was able to collect another one on her own. Terry will send Tim notice that if the other four (4) outstanding taxes aren't cleaned up prior to the January board meeting, the ordinance will be voted on.
- Terry received 2 fire sign payments (Melrose and Barthuly)
- Terry needed the dog tax check so she can balance with the county, and pick up new tags for the upcoming season.
- Terry received a couple more "Special Assessment" requests for additional properties in the town. She responded that none were necessary.

Clerk's Report Bobbie K reported correspondence received during the month.

- Bobbie K received Levy Information from Necedah, New Lisbon and Tomah Schools, as well as from WWTC. Denise Giebel has offered to assist Bobbie in the tax prep for this year. Expect to accomplish the week of Thanksgiving or first week in December. Town tax will remain the same, nothing extra at this time, even with all the upgrades happening soon.
- Laura Wagner contacted us, via e-mail, asking if the board has any questions she can answer for them concerning her web design services. Not at this time, but, will look at further in the future.
- Camp Douglas Rescue requested the 2017 population estimate as of 1/31/17. Bobbie returned form, WI Dept of Administration reported 331.
- Connie Stabbe emailed the town regarding the discharge of washing machine water. She was directed to have run into holding/septic system.
- Eddie Baima contacted Bobbie regarding an incorrect fire number on a lot #24 in Cranberry Creek, that's for sale. Board has suggested that the current owners contact the Board requesting a new fire number, so County can get it coordinated. No well information was found at the town level. Bobbie returned Eddie's call with the information. Eddie will be new owner soon, he chose to complete fire number application and pay fee himself, anxious to get number asap.
- Newspaper deadlines were sent for Thanksgiving notices.
- Juneau County Plat Book has been purchased for the town hall, residents may use. Bobbie will assist when asked.

Communications to the Board

- Martin submitted the Paving Rating to the WisDOT. 15th St East continues to be closed, due to funding issues. Unanimous vote by board to vacate with resolution.
- Another Census packet of materials was received.
- Stacy Beltz sent property survey map to Martin. Bobbie will file away.

Unfinished Business

- Terry will be incorporating the new tax roll with the 911 update request.
- Nothing new from FEMA

- 10/30/2017 Bobbie and Martin met with Marcia (General Code Codification Division) concerning town ordinance book. Marcia expects the initial cost to run under \$10,000. After she looks at what the town has, she'll give closer estimate. Then, to keep the ordinances current and up to date, roughly \$695 per year.
- Mobile Home Park Ordinance – as stated previously, Terry will be contacting Tim.
- 2nd Ave Bridge Working Group – loan application from the BCPL State Trust Fund Loan Program received final approval by the Board of Commissioners of Public Lands at a meeting held on Nov. 7, 2017, for the amount of \$250,000. We have 4 months to draw the funds for this project. Dennis Weiss @ Juneau County will contact Wheeler to have project placed on summer 2018 schedule. Materials are being ordered, to allow for loan disbursement. Craig Otto (Magnum Radio New Director) has contacted town for a few answers regarding this project.
- TRIP program – Cutler was awarded \$21,847.19 for doing ¾ mile of 23rd Street, from Cty Rd H East with double layer seal coat, in 2018.
- Smart Growth – Committee to meet 27 November, 5 p.m., at the town hall.
- The generator is up and running. Fire Department submitted the project cost, check was made to Fire Department for the town's share. Seems to work well, came in under budget.

Highway Maintenance

- Jim Brown reported that load limit signs have been placed on Mulloney and 19th streets, due to the recent repeat road repairs, load limits will be in place until further notice, to try to eliminate these repeat expenses and extend the integrity of existing roads.
- Jim is ½ done grading, plans to begin wood cutting after deer season.
- Jim contacted Gerke Excavating to get sand/salt delivered when the pit gets opened up.

New Business

- Budget was reviewed and approved. See attached spreadsheets
- Dennis Franek submitted proposal for Building Inspector services. Nothing was received from Todd Kellner. The board unanimously agreed to start with Mr. Dennis Franek Jan. 1, 2018, and approved for the next 2 years, hope to extend a third.
- Fire sign issues seem to be increasing. Chief David Fisher spoke with Lange Enterprises concerning the faded out signs. It was determined that they are at the end of their life, discussion about how to proceed occurred. It has also been determined, through the county, that many existing numbers are incorrect. Some numbers are not recorded at the county, others have road names that aren't existing. Item is tabled until next month when more options and better ideas may come to mind.
- Web Maintenance/Design Updates-previously discussed

Next Monthly Meeting Monday, December 11, 2017 at 6:30 p.m

Payment of Vouchers Various bills were presented, reviewed by the board and approved for payment.

Public Comment – Charles Batten brought a visual of several large rocks which he had picked up out of the middle of 22nd St, which was recently graded, pulling these large sharp edged rocks into the middle of the road. He has had to have two (2) tires repaired recently due to these hazards. He asked that extra care (attention) be made when the grader is doing this, and if necessary, getting someone to rake out these trouble areas, or he may need to begin submitting an invoice to the town for tire repairs.

Curt Jorgensen made a motion to adjourn, Jim Hayward seconded, motion carried

Meeting Adjourned at 8:01 pm
Bobbie K Georgeson, Clerk

TOWN OF CUTLER MONTHLY BOARD MEETING
Monday, December 11, 2017
CUTLER TOWN HALL N10846 2nd Ave; Camp Douglas, WI

Town Board Members in attendance: Martin Potter (Chairman), Bobbie Georgeson (Clerk), Curt Jorgensen (Supervisor), Jim Hayward (Supervisor), Terry Hayward (Treasurer). Cutler residents: David Fisher, Jim Brown, Charles Batten, Robert Fink, Linda Chojnacki and Gary Frei. Visitors: Dennis Franek (proposed new Building Inspector) and Justin Cramer (Rural Insurance agent). Martin called the meeting to order at 6:30 p.m.

Minutes: Jim Hayward made a motion to accept the November meeting minutes, Curt Jorgensen seconded, motion carried.

Treasurer's Report Terry gave the November financial report. Jim made a motion to accept the report, Curt seconded, motion carried.

- Terry still hasn't heard from Eagle's Nest personnel concerning the collecting of any more delinquent taxes. However, she was able to collect more on her own. Two (2) outstanding taxes remain. The board agreed if these aren't cleaned up prior to the January board meeting, the mobile home park ordinance will be voted in.
- Terry has been re-bonded, she's able to begin collecting taxes and doing dog licenses. All taxes have been mailed, as of today.
- Terry received more "Special Assessment" requests for additional properties in the town. She responded that none were necessary.

Clerk's Report Bobbie K reported correspondence received during the month.

- Bobbie K completed mill rate information, with Denise Giebel's assistance.
- Camp Douglas Rescue invoiced for the 2018 Ambulance Service Contract. Payment approved tonight.
- Andrea Kent and Eddie Baima contacted Bobbie regarding an incorrect fire number on a lot #24 in Cranberry Creek, that's for sale. Unsure what is currently happening with the land sale.
- Timber Cutting Notice for Lot #51 in Cranberry Creek was received.
- Fire Inspection Service found no violations during their inspection of the town hall.
- Getting closer to completing necessary Election Training, for both clerk and workers.
- Bobbie requested that Terry order more checks soon.

Communications to the Board

- Board signed Resolution to vacate 15th St East, Martin will mail to the WisDOT 12 Dec. 2017. They requested signed copy of resolution prior to 15 Dec.
- LUCA requested board's participation this year. Not at this time, didn't see advantage for the town with added work load.
- Jim made a motion to contact Laura Wagner for web design services, Curt seconded, motion carried. Martin will contact Laura to set up and get arranged for 1 Jan 2018.
- Road workshop classes were offered, no one interested in attending this round. WTA District Meeting 23 March in Warrens, WI. Bobbie will get everyone registered.

Unfinished Business

- Terry is incorporating the new tax roll with the 911 update request.
- Nothing more from FEMA
- Bobbie made copies of e mail pricing/suggestions from Marcia (General Code Codification Division) concerning town ordinance book. Board to take action next meeting, after review of materials.
- Mobile Home Park Ordinance – as stated previously, follow-up during January meeting..
- 2nd Ave Bridge Working Group – Dennis Weiss @ Juneau County contacted Martin with new state requirements for wooden bridges being a 25 ton rating. Cutler has 5 of Juneau Counties 10 wooden

bridges. 2nd Ave bridge will be fine once the repairs are completed. The other 4, may need engineering and more work done.

- TRIP program – nothing new
- Smart Growth – Committee met 27 November, 5 p.m., at the town hall. Received an invoice, payment approved tonight, expect 2-3 months for follow up meeting.
- Board further reviewed Dennis Franek's contract with him. Board unanimously approved 2 year contract. Curt made the motion, Jim seconded. Contract was signed by all parties. Bobbie was directed to send Todd Kellner Dennis Frank's contact info. Todd will complete the projects he's currently doing, will not start new ones, thus permitting Dennis to begin 1 Jan 2018. Town Clerk will distribute Building Applications when requested, then collect fees and issue board approved Building Permit. Copy of permit to be sent to both Building Inspector and Assessor. New home permits are to be completed online, per State, 1 January.
- Fire sign procedure agreed upon with board and Fire Chief David Fisher; landowner requests application from clerk. Application, along with an invoice and driveway information will be sent to requestor (eventually forms will all be available online from town website). When clerk receives payment in full, completed application will be forwarded to Fire Dept. They will coordinate with county, order, receive and install signs. Four (4) of the current five (5) signs are waiting for installation (posts are already placed).

Highway Maintenance

- Jim Brown reported that load limit signs have been removed on Mulloney (which is a permanent 8 Ton Limit) and 19th streets.
- Jim is done grading, has done some wood cutting.
- 6th Ave is having issues with the road ditches sloughing in. Gerke was contacted. To remedy the issue, Gerke estimates the needed repairs to cost \$11K. Board decided to try a much more cost effective option. Jim Brown will be placing reflective posts around the shoulder in this area, to try to eliminate vehicles from getting too close to the edges (off of the roadway).

New Business

- Eastern Monroe County Rod & Gun Club requested liquor license for Ice Fishery 3 Feb 2018. Following background check, Curt made a motion to approve, Jim seconded, motion carried. Bobbie issued permits.
- Jim and Terry Hayward donated new flag for the hall, in memory of Harold Hayward. Dave C will change out soon and return old flag to them for proper disposal, with the Legion
- List of possible election personnel was presented to the board, by Bobbie. Jim made a motion to accept the list, Curt seconded, motion carried. Bobbie is looking for more volunteers to add to the list to have available.

Next Monthly Meeting Monday, January 8, 2017 at 6:30 p.m.

Payment of Vouchers Various bills were presented, reviewed by the board and approved for payment.

Public Comment – Gary Frei reported that, once again, large t.v. or monitor screens have been placed in the road ditch near his home. The board asks that all citizens be on the lookout for this behavior in their neighborhoods. We value a neat, clean township.

Curt Jorgensen made a motion to adjourn, Jim Hayward seconded, motion carried

Meeting Adjourned at 8:12 pm
Bobbie K Georgeson, Clerk

**TOWN OF CUTLER
BOARD OF REVIEW
MONDAY, June 5, 2017
4:00 PM
Cutler Town Hall
N10846 2nd Avenue,
Camp Douglas, WI 54618**

MEETING MINUTES

1. 4:00 p.m., Martin Potter called Board of Review to order.
2. Roll Call taken; Martin Potter, Curt Jorgensen, James Hayward, Bobbie K Georgeson, Terry Hayward, and Robert Conant
3. Confirmation of Board of Review and Open Meetings notices posted: Web site, Cutler Town Hall, Eagles Nest, and Bethel Baptist Church.
4. Selected Martin Potter as Chairperson for Board of Review.
5. Selected Curt Jorgensen as Vice-Chairperson for Board of Review
6. All board members took the BOR training May 22, 2017. Bobbie electronically filed with the state.
7. Verify that the Town has an Ordinance for the confidentiality of income and expense information provided to the assessor under state law (se. 70.47(7)(af)).
8. Review of new laws.
9. Adoption of policy regarding the procedure for sworn telephone testimony and sworn written testimony.
10. Adoption of policy regarding the procedure for waiver of Board of Review hearing requests.
11. Filing and summary of Annual Assessment Report by Assessor's Office.
12. Receipt of the Assessment Roll by clerk from the Assessor
13. Receive the Assessment roll and sworn statements from the clerk
14. Review the Assessment Roll and Perform Statutory Duties:
 - Examine the roll,
 - Correct description or calculation errors,
 - Add omitted property, and
 - Eliminate double assessed property.
15. Discussion/Action – Certify all corrections of error under state law (sec. 70.43, Wis. Stats.)
16. Discussion/Action – Verify with the assessor that open book changes are included in the assessment roll.
17. Allow taxpayers to examine assessment data.
18. During the first two hours, consideration of:
 - Waivers of the required 48-hour notice of intent to file an objection when there is good cause,
 - Requests for waiver of the BOR hearing allowing the property owner an appeal directly to circuit court,
 - Requests to testify by telephone or submit sworn written statements,
 - Subpoena requests, and
 - Act on any other legally allowed/required BOR matters.
19. Review Notices of Intent to File Objection.
20. Proceed to hear objections, if any and if proper notice/waivers given unless scheduled for another date.
21. Consider/act on scheduling additional Board of Review Date(s).
22. Adjourn at 6:00 p.m.

Bobbie K Georgeson
Town Clerk
Town of Cutler

TOWN OF CUTLER ROAD TOUR EVALUATION MEETING
SATURDAY, May 6, 2017
CUTLER TOWN ROADS; Camp Douglas, WI

Town Board Members in attendance: Martin Potter (Chairman), Bobbie Georgeson (Clerk), Jim Hayward (Supervisor), Terry Hayward (Treasurer), Jim Brown, Jimmy Brown, and Dan Biermeier (Regional Mgr. Scott Construction).

Martin called the meeting to order at 8:00 a.m.

Findings:

- 5 1. 2nd Ave North of Hwy.21 (Town Hall Road)
- 5 2. Price Road
- 5 3. 19th –tube repair (level, then double chip seal- \$
- 4 4. Mulloney Road (Cty H to Townline=6050') 4000' X 3' Patch bar- \$
- 5 5. 2nd Ave (Bob Batten's)
- 6 6. 2nd Ave (River section) 3500' X 3' Patch bar-\$
- 4 7. 2nd Ave to 25th 800' **MUST get sealed**
8. 25th west to 1st Ave
9. 1st Ave.
- 4 10. 26th St (past Bethel) 275' patch & bar- \$
- 4 11. 26th (Hansen Hill) \$
- 6 12. 2nd Ave (Leslie Peterson's)
- 6 13. 25th (Al Jessen's)
- 4 14. 25th to 5th 2275'- \$
- 5 15. 6th (River Rd) 4050' X 20'- \$
- 3 16. 28th (Ron Krizan's)
17. River Road
- 6 18. 5th Ave
- 7 19. Intersection to Jessen's (3 gravel portion)
20. 23rd to Cty H (Bob Fink's)

Scott Construction will mail quotes on the necessary sections, to give town idea of what is needed.

Meeting Adjourned at 9:25 a.m.
Bobbie K Georgeson, Clerk

**TOWN OF CUTLER ANNUAL TOWN MEETING
TUESDAY, APRIL 18, 2017 6:00 PM
CUTLER TOWN HALL
N10846 2ND AVE. CAMP DOUGLAS WI**

Presiding Chairperson was Martin Potter. Leslie Peterson, Clerk, took notes. Total of 16 individuals were present. In attendance were Chairperson Martin Potter; Supervisors, Jim Hayward and Curt Jorgensen; Treasurer, Terry Hayward; and Outgoing Clerk, Leslie Peterson, and Incoming Clerk Bobbie K. Georgeson. Others in attendance were: Jim Brown, Dan Woggon, Bob Hayward, Ruth & Larry Stoner, Dennis Stoner, Randy Rudolph, Vincent O'Loughlin, Marci Martin and Linda Chojnacki.

1. CALL TO ORDER:

- a. Chairperson Martin Potter, brought the Annual Meeting of the Town of Cutler to order at 6:05 pm, April 18, 2017 at the Cutler Town Hall.
- b. Curt J. made a motion that a vote will be by a show of hands. Dennis S. seconded the motion. In favor – 10, Opposed – 0, Abstained – ~~8~~⁶ Motion carried.

2. MINUTES:

The minutes of April 19, 2016 were distributed. A change was needed on the meeting date. Curt J. made a motion to accept the minutes with that change to be made. Dennis S. seconded the motion. In favor-12, Opposed-0, Abstained ~~8~~¹¹ Motion carried.

3. FINANCIAL REPORT:

The 2016 Financial Report was presented and reviewed. Curt J. made a motion to accept the report, Linda C. seconded the motion. In favor-11, Opposed-0, Abstained ~~5~~⁷ Motion carried.

4. TOWN BUSINESS:

- a. Jim Hayward made a motion to continue the Juneau County Highway Commission \$500.00 road petition matching funds. Jim Brown seconded the motion. In favor-10, Opposed-0, Abstained ~~8~~⁶ Motion carried.
- b. Martin made a motion that election worker pay will remain at \$11/hour for election workers and \$11.50/hour for Chief Inspectors. Linda C. seconded. In favor-~~13~~¹¹, Opposed-0, Abstained – 5 Motion carried.
- c. Jim Brown nominated Don Woggon, as commissioner of noxious weeds. Dan W. seconded the motion. In favor-11, Opposed-0, Abstained ~~5~~⁷ Motion carried. Martin Potter appointed Don Woggon, as commissioner of noxious weeds. (WI Stats. 66.97)
- d. Jim B. made a motion that the 2018 Annual Town Meeting be held on Tuesday, April 10th, 2018, at 6:00pm at the Cutler Town Hall N10846 2nd Ave, Camp Douglas, WI. Linda C. seconded the motion. In favor – 12, Opposed-0, Abstained ~~18~~¹¹ Motion carried.
- e. Jim Brown made a motion to keep the monthly Town Board Meeting on the second Monday of each month, at 6:30pm, at the Cutler Town Hall N10846 2nd Ave, Camp Douglas, WI except for the Annual Meeting in April. Linda C. seconded the motion. In favor-13, Opposed-0, Abstained ~~8~~³ Motion carried.
- f. Linda C. made a motion to post the Town Board Meeting Notices in four places in lieu of publishing upcoming meetings (i.e., Town Board, Annual, etc.) required by Wisconsin Statute or as requested by Town Board members. The four places are: Eagles Nest, Cutler Town Hall on both external door windows, the Town website and at Bethel Baptist Church. If we need to publish, the Juneau County Star-Times is the newspaper we will use. Dennis S. seconded the motion. In favor-14, Oppsed-0, Abstained ~~4~~² Motion carried.

MEETING ADJOURNED:

Jim Brown made a motion to adjourn the annual meeting at 6:30. Dennis S. seconded the motion. All in favor-14, opposed-0, Abstained ~~4~~² Motion carried.

Meeting Adjourned at 6:30 pm

Leslie Peterson, Clerk

approved w/ corrections 4/10/18

Bobbie K. Georgeson