

These are the minutes of the regular monthly meeting of the Board of Supervisors of the Town of Bass Lake, Sawyer County, held on March 10, 2014. Members present: Chairperson Justin Hall, Supervisors Dave Aubart, Ralph Meixner, John McCue, Doug Mrotek, Treasurer Kari Aderman and Clerk Warshawsky.

Chairperson Hall called the meeting to order at 6:30 pm.

Clerk Warshawsky affirmed agenda was posted in accordance with open meetings law.

Hall presented the consent agenda and requested that the auditor's report and the insurance proposal be moved to immediately follow the Variance Application. Clerk Warshawsky reported that the minutes of the February 3, 2014 Fire Department meeting were not received in time and should be removed from the consent agenda. Motion by Meixner, seconded by Mrotek to approve the consent agenda below with revisions:

- Approve Agenda
- Review and Approve Vouchers for February, 2014
- Minutes of the February 10, 2014 Regular Meeting
- Minutes of the February 3, 2014 Fire Department Meeting
- Minutes of the December 5, 2013 Planning Committee Meeting

Motion carried.

Hall reported that correspondence was received regarding pipeline safety training for the Board and/or Highway Crew Chief Truit Campbell. Correspondence was also received from Sawyer County regarding salt supplies. The County has received assurances from salt vendors that all salt contracts will be honored. Hall reported that Enbridge Energy, Limited Partnership sent a letter regarding field surveys.

Hall presented the variance application Bradley Herbert for the construction of a 38' x 24' (40' x 26' with eaves) dwelling located 20' to the centerline of a private access easement. All other setbacks can be met. Variance is requested as Section 4.21(6), Setback Requirements on Highways and Roads, of the Sawyer County Zoning Ordinance, would require the prior granting of a variance for any structure located closer than 30' from the centerline of a private access easement. The applicant was present and presented his application. Herbert said that he is requesting a variance 20 ft. off the centerline to take down the current cabin and replace it with a year round home. Herbert reviewed the packet prepared by the County and passed out a handout to the Board of an enlarged survey map showing the neighbors on either side. Herbert would like to be centered on the property. Hall asked if the driveway ends as illustrated on the handout. Herbert answered yes and said that the problem is with setbacks on the driveway. Herbert worked with Jay in Zoning, reviewed all the issues and came up with the location. McCue presented the Planning Committee's decision. The Planning Committee approved the variance application with the condition that the cabin be removed before construction. Meixner confirmed that the existing cabin is closer and the variance is an improvement. Hall asked if anyone in the audience was for or against the application. No response. Motion by Meixner, seconded by Mrotek to approve the variance application with the condition. Motion carried.

Auditor Brandon Willger from CliftonLarsonAllen presented the audit report. A draft of Schedule 2 was distributed to all in attendance. Willger reported that the Town operates on a cash basis and reviewed the annual audit. Discussion followed. Willger said that the Town is doing well.

Howard Moe from Indianhead Insurance Agency, Inc. was present to answer any questions regarding the insurance proposal. Discussion followed. Hall asked if there is a deductible on the umbrella coverage. Moe answered no and said that it's covered. Moe said that the Town's equipment is insured for actual value while the Fire Department vehicles are insured on an agreed amount for replacement of like, kind and quality.

Workers compensation for the Fire Department is based on population served. Items are adjusted at audit according to the State. Aubart said that he would like to review the proposals and table to next month.

McCue reported that the Comprehensive Plan is being reviewed and cleaned up by the Planning Committee and the Land Use and Zoning Guide will be discussed at the next Planning Committee meeting.

Fire Chief Marvin Mullet presented the Fire Department Report. Mullet reported that incident on Circle Drive went well with 5 other departments helping. There were several false alarms. Mullet reported that there is a leak in the Fire Department roof behind the refrigerator. Hall said that we will have to wait for snow to melt. Mullet said that there is also a leak behind engine 1. Mullet reported that Linn Newton requested to use defibrillator. Discussion followed. Mullet announced that the Fire Department Picnic is scheduled for Saturday, August 9, 2014 and the Fire Department is hosting a Fire Department Association meeting on Wednesday April 16, 2014 5:00 pm – 9:00 pm at the Town Hall.

Mullet presented a purchase request to the Board for hand held lights and helmet lights with funds from the donation account. Motion by Mrotek, seconded by Aubart to approve the purchase request out of the donation account. Motion carried.

Highway Crew Chief Truit Campbell presented the Highway Report. Campbell reported that this years plowing and snow removal has used a lot of the fuel budget, but everything else is going well and the new grader is working well. Campbell reported that the road list for crack sealing and seal coating is complete. The list includes all roads that need maintenance to get an estimate and then roads will be selected based on need and budget. Motion by McCue, seconded by Mrotek to authorize to bid seal coating and crack sealing. Motion carried.

Campbell presented the plow update on Trucks #106 and #109. All plow issues have been resolved. Everything is under warranty and everything is working well. Discussion followed.

Hall presented the vacation time rollover request for Campbell. Hall reported that Campbell has 21.5 hours from 2013 that were to be used by March 1, 2014. Motion by Aubart, seconded by McCue to allow Campbell to use 21 hours by the end of the month. Motion carried.

Treasurer Kari Aderman presented the Treasurer's Report. Aderman reported that as of February 28, 2014, the Town has a total of \$620,286.63 in all of their accounts and the Treasurer and Clerk balanced for the month. Motion by Mrotek, seconded by McCue to approve the Treasurer's Report. Motion carried. Hall thanked the Treasurer and Clerk for their work on the audit.

Clerk Warshawsky presented the Clerk's Report. Warshawsky reported that 3P administrators is the new HRA administrator and will be processing all HRA claims.

Old Business - Insurance Proposal: previously presented

New Business - Auditor Report – CliftonLarsonAllen: previously presented

Motion by Meixner, seconded by Aubart to hold the Annual Town Meeting on Tuesday, April 15, 2014 at 6:00 pm and to reschedule the Board meeting to immediately follow the annual Town meeting. Motion carried.

Hall reported that there are two options for the Boylan Road name change. The entire road can be one name or the existing name Kellner can be used for the north south direction and a new name for the east west direction. The topic was tabled for next month.

Hall presented the special request for permits during road bans for Robert Warder, Xcel Energy and Ron Olynick. Campbell reported that Olynick's request has been withdrawn. Hall stated that Campbell has always handled permitting during road bans and should continue to handle that. Hall said that the Board should give him guidelines. Hall said that permits for propane should be issued in an emergency. Hall said that the frost is very deep this year. Bob Warder was present and spoke before the Board. Warder stated that there is a lack of wood this year and he has a contract down Henks Road to 27 on gravel roads. Warder said that to be in good standing with the Town he would put money down and haul with Truit's approval. Warder said that he could be flexible on dirt roads. Warder stated that other townships allow it and the mills are desperate this year. Hall said that he would like it done sooner rather than later. Hall said that Campbell will give Warder a slip and that Campbell will work with Warder on using the gravel roads.

Clerk Warshawsky reported that support for Windows XP is ending on April 8, 2014 and both the Clerk and Treasurer's computer use Windows XP. Warshawsky said that she looked into upgrading the current computers to Windows 7, but was advised against it. Warshawsky presented quotes from Gadgets and Complete Computer Solutions to the Board. Motion by Meixner, seconded by McCue to allow Warshawsky to select the most reasonable quote. Motion carried.

Public Comment

Motion by Meixner, seconded by Aubart to adjourn at 7:23 pm. Motion carried.