

**Town Board Meeting Minutes**  
**October 21, 2013 at the Rockland Town Hall**  
**Called to order by Chairman Cashman at 7:30 p.m.**  
**Adjourned at 9:20 p.m.**

The Clerk, Treasurer, and all Town Board members were present. Also present were Terry Vertz, Arnie Tucker, Dan Wanie, Shawn Brokaw and Jesse Juedes. Clerk Charette verified that the meeting was properly noticed; the agenda was presented after the pledge of allegiance was recited.

**Approval of Minutes from October 7, 2013 Town Board meeting**

M/M by Chairman Cashman to approve the October 7, 2013, minutes as presented; seconded by Supervisor Van Vonderen. Motion carried unanimously by voice vote.

**Approval of Minutes from October 8, 2013 Budget Workshop**

M/M by Chairman Cashman to approve the October 8, 2013, minutes as presented; seconded by Supervisor Van Vonderen. Motion carried unanimously by voice vote.

**Proposals for Upgrade to Copier**

Clerk Charette provided two proposals- one from MBM and one from Wisconsin Document Imaging- to upgrade the copier to add scanning and facsimile functions. Shawn Brokaw from MBM, the current provider, explained MBM's proposals to the Board which would upgrade the current copier by replacing it with a used copier that has these functions on it for a period of 36 months at the same monthly rate. Wisconsin Document Imaging provided proposals to upgrade the current copier by replacing it with a new copier with these functions for either a period of 48 months or 60 months and buying out the remaining months of the current lease with MBM at a slightly higher monthly rate.

M/M by Supervisor Van Vonderen to approve a 48 month lease with Wisconsin Document Imaging of Green Bay, Wisconsin, for a black and white copier contingent upon the terms listed in WDI's proposal which is herein incorporated by reference and includes WDI buying out the remaining lease with MBM; seconded by Supervisor Schwalbach. Motion carried unanimously by voice vote.

**Costco Membership & Purchase of Cleaning Equipment & Supplies**

Joan Zillges, Custodian, provided two options for cleaning equipment and supplies at the October 8, 2013, budget workshop meeting. Option one included the purchase of a new buffer, wax, pads and other cleaning supplies which would expend \$1821.79. Option two included renting the buffer and just purchasing the cleaning supplies would expend \$302.50. The proposal demonstrated the overall savings of purchasing the buffer versus renting it to maintain the town hall floor. After discussion, the Board decided that a Costco membership would not be beneficial to the Town at this time.

M/M by Supervisor Van Vonderen to approve the purchase of the buffer and other supplies listed in Custodian's Year 1 proposal, which is herein incorporated by reference, but not a Costco membership; Supervisor Schwalbach seconded. Motion carried unanimously by voice vote.

**Purchase of Dell computer, docking station, Microsoft Office Software, QuickBooks 2013 and security software**

Clerk Charette provided a print out of a shopping cart from Dell Computer for the purchase of a new laptop, docking station, monitor, keyboard and accompanying software to replace the current system which is eight years old. The print out included a three year warranty coverage from Dell. Supervisor Schwalbach questioned whether Dell would be available for service in the future due to its current financial situation. He recommended that Clerk Charette seek additional proposals from some local providers such as Best Buy or Camera Corner.

M/M by Supervisor Van Vonderen to table the purchase of a new computer to obtain more quotes particularly for service plans; seconded by Chairman Cashman. Motion carried unanimously by voice vote.

**Wisconsin Document Imaging & WIPFLi proposals for transitional and set up services of new computer, software, and e-mail systems**

M/M by Supervisor Van Vonderen to table decision on proposals until a decision is made on the purchase of the computer; seconded by Supervisor Schwalbach. Motion carried unanimously by voice vote.

**Bridge Aid Reimbursement from Brown County Public Works**

Chairman Cashman provided the Board with a copy of the Bridge Aid Reimbursement form that will be sent to Brown County Public Works for reimbursement of expenses paid out to replace the 36' x 50' culvert on Old Martin Road. Total request being submitted is \$10,304.06.

M/M by Chairman Cashman to send paperwork for Old Martin culvert replacement to Brown County Public Works for reimbursement out of the bridge aid fund; seconded by Supervisor Schwalbach. Motion passed unanimously by voice vote.

**Discussion on Creation of Ordinance Restricting Discharge of Firearms**

Chairman Cashman explained that the metro units within Brown County will not be exempt from hunting with rifles starting November 1, 2013. Chairman Cashman has contacted the town attorney, Andy Rossmeissel, to obtain a response on creating an ordinance to restrict the use of rifles for deer hunting in the Town. Chairman Cashman made some phone calls and explained that if the Board adopts such an ordinance, the Town would be responsible for enforcing the ordinance. Chairman Cashman stated that he has been receiving phone calls from residents that are against the use of rifles for hunting in the Town because the area is highly populated and it would not be safe to do so. Chairman Cashman intends to receive more information regarding this issue from the Wisconsin Town's Association quarterly dinner and state convention.

M/M by Chairman Cashman to table discussion on creation of an ordinance restricting discharge of firearms; seconded by Supervisor Schwalbach. Motion passed unanimously by voice vote.

**Building/Zoning Report**

**a. Building and Zoning report- Calaway Update**

The Town Board was provided a copy of the letter received from Mr. Calaway's attorney. Chairman Cashman will speak with the town's attorney regarding this letter. Jesse Juedes requested to discuss the situation but was informed that he not do so since both parties are represented by attorneys at this time.

**b. Chairman's Report**

Chairman Cashman reported that there are trees along Moon River, Old Military, Big Valley and Old Martin roads which are painted with orange paint and are scheduled to be taken down in the next few weeks.

Chairman Cashman reported that an updated road inventory, which includes the removal of Van De Hey Drive, was sent to the Wisconsin Department of Transportation last week.

It also was reported that the Town Road Improvement Funding grant application was submitted to Brown County for consideration to improve Tetzlaff Road.

**c. Working Lands Initiative report**

Supervisor Van Vonderen explained the ordinance, map and application has been sent to DATCP and is still under review.

**d. Wind Siting Ordinance**

Supervisor Schwalbach reported that he is still working on the revisions to the ordinance and it will be reviewed by the Planning Commission next month.

e. **Traffic Sign Inspection Update-**

Supervisor Schwalbach reported that he is about 90% done with inspecting town roads. He indicated that approximately 40 signs will need to be replaced. He will finalize his report once he has questions answered from Brown County.

**Announcements/Distribution for Correspondence**

Chairman Cashman reported that the City of De Pere Fire Department is requesting funds from local municipalities for fire education materials to be shared with school and pre-school age children in the area. Clerk Charette distributed a letter from Community Planning stating that Ledgeview was going to be updating its Comprehensive Plan and was having a meeting on November 12, 2013, at the De Pere Middle School. Treasurer Van Dyck seeking a person to serve as a Deputy Treasurer but has not found one yet. Clerk Charette needs a Deputy Clerk. These individuals are statutorily needed to fill in just in case something unexpected happens to the Clerk or Treasurer. Supervisor Schwalbach shared charts he had pulled off the UW-Extension website regarding the Town's expenditures and revenue over the past years.

**Items for future meetings**

McCutchin- November 4<sup>th</sup>; Fire Arms Ordinance, computer purchase

**Public comment**

Dan Wanie stated that one of the lights on Frank Calaway's property is still shining into his home. Chairman Cashman will follow up with Mr. Calaway to see if he can adjust that light. Chairman Cashman informed Mr. Wanie that the lights are meeting the Town's ordinance.

**Voucher for Approval**

Clerk Charette provided the Voucher for Approval.

M/M by Chairman Cashman to pay the voucher in the amount of \$9449.10 for check #8279 through #8283 with no voided checks; seconded by Supervisor Van Vonderen. Motion carried unanimously by voice vote.

**Adjournment**

M/M by Chairman Cashman to adjourn at 9:20 p.m.; seconded by Supervisor Van Vonderen. Motion passed unanimously by voice vote.

All minutes have been taken truthfully and honestly and to the best of my knowledge and ability.

Jann B. Charette,  
Town Clerk

Minutes approved as written / with corrections (**strike one**) by the Town Board on Monday, November 4, 2013.

Dennis J. Cashman  
Town Chairman