

# TOWN OF ROXBURY

## MEETING MINUTES FOR SEPTEMBER 8, 2020

TOWN BOARD MEETING OF THE TOWN OF ROXBURY WILL BE ON TUESDAY SEPTEMBER 8, 2020 AT 7:30 P.M. THIS IS A VIRTUAL MEETING. TOWN CHAIRPERSON HAS COMMUTATION OF THIS PUBLIC MEETING TO OFFICIAL TOWN NOTICE.

Virtual Town Board Meeting  
Tue, Sep 8, 2020 7:30 PM - 9:30 PM (CDT)

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### AGENDA

1. Call to Order – Ervin Breunig called meeting to order at 7:30 p.m.
2. Roll Call – Ervin Breunig, Nick Ganser, Mike Bradley and Lisa Meinholz all present
3. Verification of Public Notice – Verified public notices posted in outdoor bulletin board, Town website and Sauk paper
4. Approval of September 8, 2020 Agenda – Ervin Breunig made a motion to approve the September 8, 2020 agenda. 2<sup>nd</sup> by Nick Ganser. YES – Ervin Breunig, Nick Ganser and Mike Bradley. NO - 0
5. Approval of August 17, 2020 Board Meeting Minutes – Nick Ganser made a motion to approve August 17, 2020 minutes with a correction to Nick's last name under item 14. 2<sup>nd</sup> by Mike Bradley. YES – Ervin Breunig, Nick Ganser and Mike Bradley. NO - 0
6. Public Opinion - None
7. Technical Communication Product Purchasing Update – Lisa updated Town Board that all technical communication equipment has been ordered. Will be putting on Route to Recovery report for reimbursement by September 15, 2020
8. Sauk Prairie Fire District Request for Route to Recovery Funds/Action – Sauk Fire Department would like to purchase equipment needed due to COVID-19 and is asking for 23% of the costs to be paid for from the Town of Roxbury Route to Recovery funding. Lisa will contact the fire department to ask for proper documentation before entering into November reimbursement report. The estimated amount would be \$7400.00. Ok to proceed and will reimburse fire department when Route to Recover Funds are received from State of Wisconsin.
9. Patrolman Report – Discussed seal coat jobs and will contact Fahrner to make sure they are coming back to sweep/vacuum. Discussed renting brush trimmer for cleaning up of roads throughout the town.
10. The Heffron Company Letter of Credit #755 Issue/Action – Lisa send documentation to lawyer to have the document signed to release letter of credit and question if anything else is needed.
11. Managed Forest Law Application List for 2021 Discussion/Action – Discussed location and no action is required

12. Mobile Home Ordinance Update/Discussion – Lisa will send the draft ordinance to Kris Kohlman and Michelle Elsing to see if they have any questions. Will move forward after they respond.
13. Approve Bills – Nick Ganser made a motion to approve bills. 2<sup>nd</sup> by Mike Bradley. YES – Ervin Breunig, Nick Ganser and Mike Bradley. NO - 0
14. Approve Checks – Nick Ganser made a motion to approve check #13786 thru 13797. 2<sup>nd</sup> by Mike Bradley. YES – Ervin Breunig, Nick Ganser and Mike Bradley. NO - 0
15. Adjourn – Nick Ganser made a motion to adjourn. 2<sup>nd</sup> by Mike Bradley. YES – Ervin Breunig, Nick Ganser and Mike Bradley. NO - 0

Agenda may be subject to change and will be posted at the Town Hall in advance of the meeting.

Lisa Meinholz – Clerk     September 2, 2020

**Meeting minute taken by Lisa Meinholz-Clerk**