

# MINUTES OF TOWN OF PACIFIC BOARD MEETING

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Tuesday, October 16, 2018 6:00 PM Held at the Pacific Town Hall

**Call to Order:** The regular meeting was called to order by Chairman Devine at 6:08 p.m.

**Roll Call:** Chairman William Devine, Supervisors George Beasley, Irma Brockley, Craig Cawley and Ethel Smith were present.

**Others Present:** Clerk Marlo Gustafson, Treasurer Mark Zimmerman, Town Engineer Rob Roth, and Town Attorney John Miller were also present.

**Verification of Public Notice:** Clerk verified that public notice was given on October 11, 2018. The Portage Daily Register also received notice of the meeting.

**Town Agenda:** Motion by Brockley/Beasley to approve the agenda as posted. All in favor by call of roll.

**Prior Month's Board Minutes:** Motion by Smith/Cawley to approve the minutes of September 18, 2018 as presented. All in favor by call of roll.

**Building Permits Report:** Permit list was reviewed.

**Road Report:** Supervisor Cawley reported that he completed the WISLR report and ATC trimmed branches through the easement. He presented a quote from D.L. Gasser Construction for road work that the Board might consider completing in 2019. Cawley reported on updates regarding the closed land fill. He installed a new lock, had the County mow the cap and he and Dennis Crawford picked up and properly disposed of tires that were illegally dumped at the closed landfill site.

**Cemetery Report:** Sexton Cawley reported that there were no lot sales. There was a funeral for Elizabeth L. John. She was buried on Sunday, October 7, 2018 on Lot 269, grave 2. He also reported that Veteran flags were picked up.

**Recycling Center Report:** Supervisor Cawley reported that he attended the October meeting and there were no complaints. He reported that the County would send an employee out to the Town Hall to pick up trash that falls from the trucks upon leaving the Recycling Center.

**Sheriff's Report:** There were 139 calls in September.

**Building & Grounds Report:** Supervisor Beasley reported that Hillestad Heating will come out to the Town Hall to do the annual furnace maintenance on November 12<sup>th</sup>.

**Correspondence:** Provided in the packet to the Town Board was correspondence from Attorney Miller with the date and time that the County Board of Adjustments will hear the Showers' application for a variance. That meeting is on November 14<sup>th</sup> at 3:00 p.m. Columbia

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County Planning & Zoning meeting schedules for 2019 were included in the packet. The DNR Notice of Noncompliance regarding minor violations at the closed landfill was provided, as well as a letter of the corrective action taken, and a Return to Compliance letter from the DNR. The Wisconsin Town Association submitted log in instructions for the member section of their website.

**Outside Meeting Attendance:** Supervisors Beasley and Cawley met with the DNR and Jerry Foellmi at the closed landfill for an inspection. There were a couple of issues that needed to be taken care of and corrective action was completed and reported to the DNR.

**Town Plan Commission Report:** Draft minutes were provided.

**Treasurer's Report:** Motion by Brockley/Smith to accept the Treasurer's Report as presented. All in favor by call of roll.

**Payment of Current Bills:** Motion by Beasley/Cawley to approve payment of current bills with checks numbered 14799 through 14823 and electronic draws 18-58 through 18-65 in the amount of \$22,059.63. All in favor by call of roll.

**Investments Report:** Next investment comes due in December.

**CSM for Outlot 1 of Highland Meadows, Parcel 988:** Motion by Cawley/Brockley to approve the CSM for Outlot 1 in Highland Meadows, parcel 988. All in favor by call of roll.

**Operator License:** An application was submitted for Tracy Conroy. Motion by Cawley/Beasley to approve as presented. All in favor by call of roll.

**Reappoint Town Clerk:** Motion by Beasley/Cawley to reappoint Marlo Gustafson for a term of one year. All in favor by call of roll.

**Reappoint Town Treasurer:** Motion by Beasley/Brockley to reappoint Mark Zimmerman for a term of one year. All in favor by call of roll.

**Adopt Ordinance 2018-1 Fire Inspection:** This Ordinance was created to provide for fire inspections and for the enforcement of regulations and orders relating to fire prevention and to set forth penalties. Motion by Cawley/ Smith to adopt as presented. All in favor by call of roll.

**Adopt Resolution 2018-R2:** This resolution was created to require separate applications filed with separate fees and escrow deposits for each certified survey map, plat and other land division/consolidation that is to be considered for approval by the Town. Motion by Smith/Cawley to adopt as presented. All in favor by call of roll.

**Adopt Resolution 2018-R3:** This resolution was created to update the Town's schedule of fees to include separate application fees and separate escrow deposits for each plat, certified survey

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map and other land division to be considered by the Town. Motion by Smith/Brockley to adopt as presented. All in favor by call of roll.

**Lakeside Drive Affidavit:** This affidavit puts claim to the 50-foot wide strip of land where Lakeside Drive is. Attorney Miller will sign the affidavit and get it recorded. The recorded document will be sent to property owners in the area. Motion by Beasley/Cawley to approve as presented. All in favor by call of roll.

**Election Day Emergency Response/Contingency Plan:** There are many scenarios, both natural and human-caused, that warrant taking precautions and preparing to prevent, mitigate, and recover from an emergency situation that may disrupt an election. The Wisconsin Elections Commission asked that each Municipality have an Election Day Emergency Response Plan which will be reviewed with election inspectors as part of the clerk's pre-election training. Motion by Beasley/Cawley to adopt as presented. All in favor by call of roll.

**Set Budget Workshop Date and Time:** It was the consensus of the Board to hold the workshop to prepare the 2019 budget on Tuesday, November 13, 2018 at 6:00 p.m.

**Adjourn:** Motion by Cawley/Smith to adjourn at 7:27 p.m. All in favor by call of roll.

Marlo Gustafson, WCMC  
Town Clerk