

**Minutes****Town of New Hope Regular Board Meeting****Wednesday, September 20, 2023 7:00 pm****Town Hall, 9785 Town Hall Road\***

**Call to order:** Chairman Knepfel called the regular board meeting to order at 7:00 pm, leading the Pledge of Allegiance. \*Meeting moved to Town Hall due to schedule change at New Hope Church. Notices posted.

**Review of Minutes:** Minutes from the August 2023 regular board meeting were distributed to the Board members. Supervisor Reser moved to approve minutes as printed, seconded by Supervisor Raddatz. Motion carried.

**Persons who wish to address the Board:** No one appeared.

**Road Improvement Report:** Chairman Knepfel and Jim Benjamin (B&B Paving) will meet to readdress spring markings that have faded prior to work completion. Kozelek Road was seal coated from highway to L-turn in road, but a concern was voiced by Mr. Kozelek. Estimates for new repairs on that road will cost the town materials (not labor). The remaining roads budget should cover tree cutting, snow, new road changes, and tree/brush trimming, with those projects due to start later this fall.

**Cemetery:** A survey of Our Savior Cemetery has been completed; fence lines running perpendicular to Trout Creek Road are accurate boundaries. Lawyer Bruce Meagher will be contacted about a legal easement into the cemetery, and finalizing any legal agreements for people already guaranteed plots in the cemetery. Currently there is no charge for perpetual care or for the plots for (former) members of Our Savior Church.

**Election Equipment Update and 2023 Budget Amendment.** County Clerk Maria Davis hosted an all-day training session September 14 on ExpressVote and DS200 Tabulator. Treasurer (Chief Election Inspector) Stolpa, Deputy inspector George Guyant, Poll Worker Mary Patoka, and Clerk Zellmer attended. The equipment will be programed and available for pick up by New Hope mid-October.

Per recommendation by Clerk Davis, discussion on purchasing Badger Books (and the necessary training that would be required) ensued. Supervisor Reser motioned that New Hope would purchase one Badger Book (and accessories) for approximately \$2500, with an option to add an additional book if needed in the upcoming year, seconded by Supervisor Raddatz. Motion carried. Clerk Zellmer will provide additional details on training at next month's meeting and will initiate purchase.

The 2024 Primary Election (first election of 2024) will be held February 20 (7 am – 8 pm). Training for Badger Books (the only digital polling book accepted by the WI Elections Commission) must be completed by November 2023 (no training will be offered in 2024 because of elections), and because of a high demand, ordering in the next month is necessary to get the training and installation completed by early 2024.

Supervisor Raddatz motioned to accept the amended 2023 Budget, seconded by Supervisor Reser; motion carried. The budget was altered to include an additional \$2500 for one Badger Book and required accessories (designated ARPA funding). Highway improvements using ARPA funds were decreased by \$2500 to \$16,431 (non-ARPA funded road improvements were increased by \$2500 to \$63,569). Other ARPA-designated expenses (already approved) are \$15,000 for Iola Fire Protection, \$15,000 for First Responders, \$20,000 for Snow Removal, and \$8000 for the DS200 and ExpressVote equipment. \$38465.69 ARPA funds were distributed to New Hope June 25, 2021, and a second payment of \$38465.69 on June 20, 2022 (totaling \$76,931). All ARPA funds will be used in 2023.

**Portage County tax collection agreement** was included in the agenda in error. No action taken.

**Recycling Event:** Recycling postcards for the Special Recycling Event scheduled for Saturday, October 28 were printed and mailed by Dolce Printing on Tuesday, Sept. 12 to New Hope Residents. Clerk Zellmer will verify reservation details from Wellers Salvage, Treasurer Stolpa will obtain change for payments. Supervisor Reser motioned for a pay increase to \$275 in 2024 for the recycling worker (\$200 for 2023); Chair Knepfel seconded, motion passed. Posters for the event are posted on the New Hope website as well as several places within the town.

An electronic recycling event will be held Oct. 12 from 4:00 – 6:30 pm at the Portage County Transfer Facility (650 Moore Road, Plover). Up to 20 electronics items per vehicle will be accepted free of charge. For details, please see the Portage County website (<https://www.co.portage.wi.gov/>) Electronic Recycling Event or Town of New Hope website (Garbage and Recycling). Supervisor Reser moved to accept pricing for recycled materials as discussed, seconded by Supervisor Raddatz; motion carried. Posters advertising the event are posted on the website and will be posted at several sites in the area.

**WI Towns Unit Meeting** to be held at Plover Town Hall, 5081 Hoover, Plover at 6:15, meeting at 7:00.

**Sand/Salt Purchase Change:** A procedural change in the purchase of sand and salt sales through Portage County Highways was announced. Per their request Nathan Check was notified on Sept. 11 by email that Glodowski purchases sand through Portage Co. for Town of New Hope.

**Conversion to .gov email and website:** Chad Wolding was hired to begin the process to convert all board, treasurer, clerk and website addresses to .gov, update the town website, and provide a QTH tutorial for Clerk Zellmer. That process should be completed by no later than end of December 2023, at an estimated cost of \$500. A State sub-grant (through WI Elections Commission) for up to \$600 to fund this project is available through January 31, 2024 (unless funding runs out). The grant will be submitted when the project is completed and the bill from Wolding has been received.

**Portage Co. Emergency/Disaster Plan:** The Board has begun compiling/soliciting information, with a working draft to be completed by Clerk Zellmer. An IPP for Town of New Hope must be filed (at least in draft form) with the County by end of 2023. Per Bob Weinert (Portage Co. Emergency Management), he recommended that we not publish the draft due to personal information (like phone numbers) will be in the report. The Board will meet in the near future to continue work on a compiled document.

**Payment of Bills:** Supervisor Reser moved to approve payment of July bills (\$38,466.42), seconded by Supervisor Raddatz; motion carried.

**Next Meeting:** The next regular town meeting is scheduled for October 17, 7:00 pm, at N. New Hope Church (845 N. County Road T).

**Adjournment:** Supervisor Reser motioned to adjourn, seconded by Supervisor Raddatz; motion carried. The meeting was adjourned at 8:41 pm.

Respectfully submitted by Clerk Pat Zellmer.