

TOWN OF AURORA
MINUTES OF REGULAR BOARD MEETING
Thursday, January 11, 2024

The Aurora Town Board met at the town hall on Thursday, December 7, 2023, at 7:01 p.m. Officers present were Chairman CJ Young, Supervisor Jeff Toll, Supervisor Andy Przybyl, Treasurer Melissa Zamzow, and Clerk Ann Mosling. Three residents also attended the meeting. Attendees recited "The Pledge of Allegiance."

The clerk posted the meeting Agenda on Monday, January 8th at these locations: 1) Town of Aurora website (www.townaurora.com), 2) Town Hall board, and 3) Town board located at Midway Gas and Oil. **A motion was made by Andy, and seconded by Jeff, to approve the agenda and proceed with the meeting. Motion carried.**

A motion was made by Andy, and seconded by Jeff, to approve the Minutes from both the December 7th regular board meeting and the budget public hearing, and enter them into the official record. Motion carried.

Officers' Reports:

A) Treasurer's Report:

The checking account beginning balance for **December 2023** was \$95,240.93.

Deposits: \$490,023.95, including \$16.24 in earned interest

Payments: \$7,718.52, with one outstanding check totaling \$2,500.00

The month-end cash on-hand balance was \$575,046.36.

YTD Receipts: \$1,534,779.98

YTD Disbursements: \$1,663,072.83

A motion was made by Andy, and seconded by Jeff, to approve the Treasurer's reports. Motion carried.

B) Clerk:

- Receipts and distribution for fiscal yearend 2023 were presented.
- An audit of 2023 QuickBooks was performed against the 2023 bank statements. Zero discrepancies were found.
- December unemployment claims, and 2023 yearend unemployment payments and contributions were presented.
- A CD for the firetruck replacement fund for 2024 has been secured for 11 months at 5.0% interest, maturing on 10/20/2024. The CD was opened with a balance of \$86,726.85 which included the balance of the 2023 CD and \$12,000 transferred from the checking account.
- Update on 2024 Elections:
 - No Spring Primary in February for Town of Aurora.
 - Clerk and Chief Election Inspector Tom Mosling have completed, and reported to WEC, their minimum 6-hour required training for the 2024-2025 election cycle.
 - Clerk will be conducting Election Inspector training in February to prep election workers for the new 2-year cycle prior to the Spring Election in April. Two new people have been recruited to be election workers. Once they have received training, they will be presented to the board at the March board meeting for appointment to election duty before they are able to work at April's Spring Election.
 - New absentee ballot envelopes have been received from the county which supersede the old envelopes which can no longer be used.
 - WEC rolled out new education platform which includes reporting and tracking education hours for clerks, chief inspectors, and now also all election workers, as well.
- A summary of newly enacted WI Act 73 was presented. It requires changes to be made in the town's alcohol and tobacco licensing procedures.
 - A new state government agency, Division of Alcohol Beverages, has been created along with two new bureaus under it.
 - New licenses created: "Full-Service Retail Sales" and "No Sale Event Venue Permit."
 - A new Statewide Operator's Permit (qualifies a specific use and will not replace the existing municipal Operator's Permit)

- A new requirement for the municipality to provide SafeRide Program Information with alcohol licenses issued. Ann should contact Tavern League to obtain information.
- Prohibits all sales, ownership, possession, and use of alcohol vaporizers in the state.
- Expecting new legislation for the control of tobacco vaping (e-cigarettes) to be added within the tobacco retail licensing framework by Senate Bill 268, which has passed both assembly and senate and is now on the governor's desk for signature.
- Thrust of state-sponsored education is the creation of municipal regulation via ordinance/s to support the new legislation, with emphasis on public health and safety, and offers suggestions for license criteria.
- WMCA member application approved for clerk \$50 annual fee.
- Action Appraisers Assessment of buildings on leased land. Ann to call Action Appraisers for an explanation.
- Town hall's stolen snow shovel has been replaced.
- Undamaged 37th & Cumberland Ave road sign brought to town hall. It was removed and left in the ditch.

C) Board

- CJ: Allison McCormick, former Town of Aurora treasurer, is currently running for County Supervisor.

Business:

1. Completed signing of the Township farm land contract. The contract was approved by the board at last month's January board meeting, and payment was received at that time.
2. Discussion of a temporary Class B liquor license received from Borth Trail Twisters Snowmobile & ATV Club for their annual Poker Run & Fisheree, scheduled for 1/27/2024 at Otto Brey Park. **A motion was made by Andy, and seconded by Jeff, to approve and issue the temporary Class B liquor license upon receipt of the \$10 fee. Motion carried.**
3. Road report: Discussion of highway projects to undertake and complete with the 2024 highway budget. **A motion was made by Andy, and seconded by Jeff, to complete the second phase of the multi-year road sign replacement project this year and use \$10,000 to replace all road signs east of Highway 49. Motion carried.**
4. Discussion of our new snow plowing services and comments received from residents after our first significant snowfall of the winter season. Devin reported that another company had run their orange plow down Waushara Rd and had hit some mailboxes. This was not him or his employees, and he personally spoke with those homeowners affected, but neither the homeowners nor himself could identify who was operating the plow or to whom the plow was registered. Devin also reported that his salter was broken and wasn't feeding salt, so he had to hand salt roadways for this last snowstorm. A new salter had been ordered and is ready for pickup with a full payment. With a second snowstorm due to hit on Friday, January 12 through Saturday, January 13th, Andy requested Devin to plow Friday mid-afternoon and again Saturday morning, and spread salt/brine on Cumberland Ave on Friday while the temperature is still warmer to clear the roadway before the expected temperature drop after which it will become too cold for the salt to melt ice and snow. Review of this strategy at the February meeting.
5. **A motion was made by Andy, and seconded by Jeff, to approve the scheduled payments. Motion carried.** Checks were signed by CJ and Missy.

As there was no further business, the meeting was adjourned at 8:26 p.m.

Ann Mosling, Clerk

TOWN OF AURORA
MINUTES OF REGULAR BOARD MEETING
Thursday, February 8, 2024

The Aurora Town Board met at the town hall on Thursday, February 8, 2024, at 7:00 p.m. Officers present were Chairman CJ Young, Supervisor Jeff Toll, Supervisor Andy Przybyl, and Clerk Ann Mosling. Residents Thomas Mosling and Devin Petit also attended the meeting. Attendees recited "The Pledge of Allegiance."

The clerk posted the meeting Agenda on Tuesday, February 6th at these locations: 1) Town of Aurora website (www.townaurora.com), 2) Town Hall board, and 3) Town board located at Midway Gas and Oil. **A motion was made by Andy, and seconded by Jeff, to approve the agenda and proceed with the meeting. Motion carried.**

A motion was made by Andy, and seconded by Jeff, to approve the Minutes from the January 11, 2024 Regular Board Meeting and enter them into the official record. Motion carried.

Officers' Reports:

A) Treasurer's Report:

The checking account beginning balance for **January 2024** was \$577,546.36.

Deposits: \$775,598.98, including \$114.96 in earned interest

Payments: \$489,058.17, with no outstanding checks

The month-end cash on-hand balance was \$864,087.17.

YTD Receipts: \$775,598.98

YTD Disbursements: \$486,558.89

A motion was made by Andy, and seconded by Jeff, to approve the Treasurer's reports. Motion carried.

B) Clerk:

- Action Appraisers Open Book (over the phone) scheduled for April 18th 9-11am
- Board of Review scheduled May 9th 5-7pm at the Aurora Town Hall
- Discussion with approved updates made to the Election Day Emergency Response Plan in event of long-term power outage and emergency contacts.
- Fire alarm system experienced "trouble/trouble battery" during the week of Jan 29th. Discovered that no inspection had been performed during 2023. Contacted Ahern. They still had Katie's home phone as point of contact. Ahern performed inspection and found no deficiencies and replaced both backup batteries. Point of contact updated to Ann.
- Street sign for Cumberland Ave/37th Ave will be reinstalled. It was removed by the company digging and installing cable and simply left laying in the ditch.
- DataPro serviced the clerk's laptop on 2/7/2024 for slow performance and other issues. Requires RAM upgrade as it currently only has 4GB – cost \$50.

C) Board

- CJ: Allen Chikowski/36th wants to build an addition to an existing shed. The issue is that the shed is actually located in the road right-of-way. The County Zoning dept has referred this matter to the Town of Aurora. The board's goal will be to try to do something that will prevent a requirement for the shed to be removed and simultaneously allow an addition to be built onto the shed. The town must continue to maintain and plow the road, and allow traffic to turn around at the end of the road, including school buses. CJ has offered a possible suggestion to cut the road off and get a 60' easement. This issue should be put on the agenda for next month for discussion and possible action.

Business:

1. Andy has volunteered to attend BOR training for 2024. His completed training will satisfy the state's training requirement for the Town of Aurora. Ann also expressed an interest in repeating training this year. **A motion was made by Andy, and seconded by Jeff, to buy the UW Madison Extension: Board of Review training video and handbooks for a cost of \$40, and make the training available to all our board members. Motion carried.** Ann to do.

2. CJ has arranged with Brian Freimark to have the Waushara County Highway Dept conduct the small bridge/culvert inventory for the Town of Aurora. Ann will need to submit the selection indication form to the county and to WTA.
3. Road report: Becky Olsen will continue to mow the cemetery and town hall lawn in 2024. Pete Kallas will continue to mow Town of Aurora ditches in 2024. The transmission controller in the dash of the mowing tractor still requires repair. Repair cost estimate \$1050-\$1080 plus shipping and will take approximately 3 weeks.
4. Ann reported that the carpeting in the town hall is in desperate need of cleaning as it has multiple soiled spots, in both the hall and the office, and has a terrible smell. Also found a dead mouse in the utility room.
A motion was made by Andy, and seconded by CJ, to hire a service to clean the town hall and office, including carpet cleaning. Motion carried. Ann to do.
5. **A motion was made by Andy, and seconded by Jeff, to approve the scheduled payments. Motion carried.** Checks were signed by CJ and Andy.

As there was no further business, the meeting was adjourned at 8:30 p.m.

Ann Mosling, Clerk

TOWN OF AURORA
MINUTES OF REGULAR BOARD MEETING
Thursday, March 14, 2024

The Aurora Town Board met at the town hall on Thursday, March 14, 2024, at 7:05 p.m. Officers present were Supervisor Jeff Toll, Supervisor Andy Przybyl, Treasurer Melissa Zamzow, and Clerk Ann Mosling. Attendees recited “The Pledge of Allegiance.”

The clerk posted the meeting Agenda on Tuesday, March 12th at these locations: 1) Town of Aurora website (www.townaurora.com), 2) Town Hall board, and 3) Town board located at Midway Gas and Oil. **A motion was made by Jeff, and seconded by Andy, to approve the agenda and proceed with the meeting. Motion carried.**

A motion was made by Andy, and seconded by Jeff, to approve the Minutes from the February 8, 2024 Regular Board Meeting and enter them into the official record. Motion carried.

Officers’ Reports:

A) Treasurer’s Report:

The checking account beginning balance for **February 2024** was \$864,087.17.

Deposits: \$156,226.85, including \$103.51 in earned interest

Payments: \$389,796.77, with three outstanding checks totaling \$435,643.88

The month-end cash on-hand balance was \$194,873.37.

YTD Receipts: \$931,825.83

YTD Disbursements: \$1,311,998.82

A motion was made by Jeff, and seconded by Andy, to approve the Treasurer’s reports. Motion carried.

B) Clerk:

- Receipts & Disbursements: *Ann needs to send a link to the budget spreadsheet to Andy.*
- Discussion about Unemployment filing: *Ann to check on requirements of a salaried position.*
- Waushara County is implementing a new Emergency Alert Notification System by the end of Mar’24. Landline phones are automatically enrolled for community alerts, but residents may enroll to receive alerts to their mobile phones, email addresses and Alexa-enabled smart devices. Residents may also download the Hyper-Reach app on their smartphones to receive, monitor, and manage alerts. *Ann has requested brochures from the County and these will be posted in the standard 3 locations as soon as they are received.*
- Waushara County is preparing to install new land records software in 2025 as our current software will no longer be supported by the manufacturer beginning 2026. The county has selected two new replacement applications and are currently reviewing them, and they are now seeking input from all the towns. Missy has already used the TTECH app and is OK with this software despite possible increased expense to the town; Ann agrees. *Ann will communicate their questionnaire responses to the county.*
- The town’s 2022 BOR training video is still acceptable to the state to qualify for 2024 training requirements. Andy will take the training this year. Board agreed it is not necessary to purchase the updated 2024 training video as previously discussed.
- Board discussed the deterioration of the parking lot east of the town hall. The blacktop in the northwest corner, directly in front of the east side door, is pooling dirt and water and causing mud and ice depending upon the temperature. There appears to be two issues: 1) a south-to-north down grade in the parking lot causes water and dirt to run down the width of the parking lot and then backs up and pools at the grassy berm at the edge of the blacktop, and 2) blacktop is settling and sinking in spots. Ann reported that a voter slipped and fell down on the ice there during the Feb’23 election, and was thankfully unhurt. Safe parking in front of the east door is required for handicap parking on Election Day. *Suggested actions: 1) check to see if the drain line under the parking lot is blocked, 2) landscape edge of the grass to improve water drainage from the parking lot. Andy will make an evaluation and report back to the board.*
- Vanda completed cleaning the town hall, and did a great job, cleaning much more than just the carpet. Three dead mice were found in the utility room during cleaning. However, Ann reported there is a continued problem with mice in the utility room and/or attic space, and a furnace filter replacement is

needed. Jeff also reported that the fascia in the back of the building appears to have holes where mice have gotten under the siding to gain access to the inside of the building. *Suggested solutions: Ann will need to purchase furnace filters. Andy suggested we create a maintenance log sheet to track filter replacement and other tasks. Fascia needs to be inspected and possibly replaced. Also, either prune or replace the bushes in the front of the building to reduce mice. Possibly inquire whether one or both 4H clubs or Becky would maintain a small garden? Add this item to next month's agenda.*

C) Board

- Jerry Luttropp has suggested raising the rate of election officials. This issue must be addressed at the Annual Meeting.

Business:

1. Discussion with possible decision: Allen Chikowski/36th wants to build an addition to an existing shed. The issue is that the shed is actually located in the road right-of-way. The County Zoning dept has referred this matter to the Town of Aurora. The board's goal will be to try to do something that will prevent a requirement for the shed to be removed while simultaneously allowing an addition to be built onto the shed. The town must continue to maintain and plow the road, and allow traffic (including school buses) to turn around at the end of the road. CJ has offered a possible suggestion to cut the road off and get a 60' easement. *Due to CJ's absence at this meeting, this issue is tabled until the next board meeting.*
2. Antone Kaderabek has completed election official training and has sworn an oath of office for the 2024-2025 election season on February 27, 2024. **A motion was made by Andy, and seconded by Jeff, to appoint Antone Kaderabek as an Election Official for the Town of Aurora for the 2024-2025 election season. Motion carried.**
3. Andy reported that he is unable to attend the upcoming Annual meeting. **A motion was made by Andy, and seconded by Jeff, to reschedule the Annual Meeting to Wednesday, April 10th from 6:00-7:00pm. The Regular Monthly Board Meeting will also be rescheduled to directly follow the Annual meeting, and will be held on Wednesday, April 10th from 7:00-8:30pm. Motion carried.**
4. The annual road inspection needs to be conducted to determine the need for roadway maintenance and improvements to be completed in 2024. **A motion was made by Andy, and seconded by Jeff, to schedule the Town of Aurora road inspection on Sunday, April 21st. The board will meet at the Town Hall at 7:30am to begin the inspection. Ann will take notes. Motion carried.**
5. **A motion was made by Andy, and seconded by Jeff, to approve the scheduled payments. Motion carried.** Checks were signed by Andy and Melissa.

As there was no further business, the meeting was adjourned at 8:15 p.m.

Ann Mosling, Clerk

TOWN OF AURORA
MINUTES OF REGULAR BOARD MEETING
Wednesday, April 10, 2024

The Aurora Town Board met at the town hall on Wednesday, April 10, 2024, at 7:00 p.m. Officers present were Supervisor Jeff Toll, Supervisor Andy Przybyl, Treasurer Melissa Zamzow, and Clerk Ann Mosling. Many residents were in attendance.

Chairman Young called the meeting to order at 7:00 pm.

Attendees recited "The Pledge of Allegiance."

The clerk posted the meeting Agenda on Monday, April 8th at these locations: 1) Town of Aurora website (www.townaurora.com), 2) Town Hall board, and 3) Town board located at Midway Gas and Oil.

CJ ascertained that most of the residents in attendance wanted to discuss Business item 8.2, and suggested moving it to the first item of discussion under the "Business" section. **A motion was made by Andy, and seconded by Jeff, to change the order of "Business" discussion accordingly and then approve the agenda. Motion carried.**

A motion was made by Jeff, and seconded by Andy, to approve the Minutes from the March 14, 2024 Regular Board Meeting and enter them into the official record. Motion carried.

Officers' Reports:

A) Treasurer's Report:

The checking account beginning balance for **March 2024** was \$630,517.25.

Deposits: \$1,005.00, including \$915.00 in earned interest

Payments: \$446,302.69, with one outstanding check totaling \$30.16

The month-end cash on-hand balance was \$185,189.40.

YTD Receipts: \$932,830.83

YTD Disbursements: \$1,322,687.79

A motion was made by Jeff, and seconded by Andy, to approve the Treasurer's reports. Motion carried.

B) Clerk:

- Snow removal April 2-3: Devin came to hall parking lot on Monday Apr 1st but there wasn't snow to plow yet. He did not plow the town hall parking lot at all on Election Day, Tuesday, April 2nd as was requested, nor did he plow the town roads anytime on Tuesday when there was deep, wet snow and considerable drifting. Plowing was done Wednesday morning, April 3rd. The plowing contract officially ended in March, so April snow storm was not covered. However, we have not yet received a bill from Devin yet.
- WI Towns Assoc 2024-2035 dues \$1,1069.45 up from 2023 \$955.55
- Town hall fire extinguishers inspected, serviced, certified on 3/21/2024
- Upcoming events:
 - Open Book (over the phone) April 18th 9-11am
 - Annual Road Inspection April 21st starting at 7:30am
 - Aurora Board of Review May 9th 5-7pm

C) Board

- Jeff: A resident reported a problem with woodchucks. The board will take a look at the property during the annual road inspection.

Business:

1. Water overflowing Riverdale Dr from the ditch at the corner of Riverdale Dr and E. Waushara St: Before discussion began concerning drainage issues on Riverdale Dr, CJ made a statement to the residents that the property owner has a right to change his property and was attempting to correct his own property drainage issues. The property is not greater than one acre, and therefore, a permit was not required. The town could

not control this situation as the township does not issue permits and does not control zoning – both are under the jurisdiction of the county. Although the level of that property has been altered, there are already two existing culverts on E. Waushara St because there is so much water running downhill in that area to drain in the river. CJ promised the town would remedy the Riverdale Dr drainage issues. CJ stated that he has already spoken with the county zoning dept, and offered a possible solution for consideration: use drainage tile and proper landscaping to drain excess water to the channel. First, an easement will be needed for the town to work on private property. Second, a smooth-bore, plastic culvert approximately 150' in length with a minimum 14" diameter would be tunneled under Tina's driveway to take the water from the ditch at the corner of the Riverdale and E. Waushara St to the rocks at the west corner of Tina's property and to the channel. The county estimates they can begin work in the June timeframe. CJ stated that because the culvert will be in the road right-of-way, the town will pay for the work. All residents in attendance agreed with CJ's suggestion as a solution. No one disagreed, and no other possible solutions were proposed. **Andy made a motion, seconded by Jeff, to contract the county to execute the installation of a culvert in the June time-frame (or as their schedule allows) to improve drainage and alleviate water issues on Riverdale Dr, to be funded by the Town of Aurora. All in attendance voted Aye. Motion carried.**

2. Resumed discussion from March: Allen Chikowski/36th wants to build an addition to an existing shed, which is actually located in the road right-of-way. The County Zoning dept has referred this matter to the Town of Aurora. The board's goal will be to try to do something that will prevent a requirement for the shed to be removed while simultaneously allowing an addition to be built onto the shed. The town must continue to maintain and plow the road, and allow traffic (including school buses) to turn around at the end of the road. CJ has offered a possible suggestion to cut the road off and get a 60' easement. A survey has already been done. Lawyer Nate Olson has been contacted and has quoted \$250 per hour for his services to draw up an easement. **A motion was made by Jeff, and seconded by Andy, to shorten the road to the edge of the property and hire Nate Olson/Olson Legal Group at \$250 per/hr to draw up a 60' easement to enable snow removal and traffic to turn around at the end of the road. Motion carried.**
3. Discussion of drainage issues on Sunset Lane. **Andy made a motion, seconded by Jeff, to dig a ditch and install a culvert along the road right-of-way on Sunset Lane to the property line. Motion carried.**
4. Doug Lane, W135 Cumberland Ave, reported some dead trees on his property very close to the road with a concern the trees could interfere with power lines if they should fall. The board will view the problem during the annual road inspection scheduled for April 21st. This issue is tabled until next month's board meeting.
5. A Notice of Assessment received from Action Appraisers identifies that the cell tower located on town hall property is being removed from Personal Property (which the state eliminated effective January 1, 2024) and has been assessed with a real estate value of \$33,000 for 2024. Melissa stated that government property is exempt from real estate tax, so the town does not receive a tax bill for that property. No action taken.
6. Board of Review members will be the same as last year: Members will be CJ, Jeff and Andy. Alternate members will be Missy and Ann.
7. Assessment of the town hall's east side parking lot concluded that water pooling on the blacktop is most likely caused by excess water running downhill in a south-to-north pattern across the parking and pooling at the grassy berm at the edge of the blacktop. Standing water is likely the reason that there are worsening sinking spots in the blacktop. Suggested solution: 1) Check to see if the drain line under the parking lot is blocked. 2) Landscape edge of the grass to improve water drainage from the parking lot.
8. Continued problem with mice getting into the building in the utility room and attic space. Jeff reported that fascia on the outside of the town hall appears to have holes where mice have gotten under the siding to gain access to the building. **Andy will contact John Chamberlain for a quote to inspect and replace fascia as needed.**
9. No road report will be given until after the annual road inspection is conducted on April 21st and a list of projects is developed and prioritized. No action taken.
10. Melissa noted that the board members are to be paid their yearly salary at the conclusion of the year. The Annual Meeting marks the beginning of the new year, so paychecks should be issued at the April monthly

board meeting. ***Ann will need to create 2023 employee paychecks for signature at the upcoming May monthly board meeting, and schedule 2024 paychecks for April 2025.***

11. **A motion was made by Andy, and seconded by Jeff, to approve the scheduled payments. Motion carried.**
Checks were signed by CJ and Melissa.

As there was no further business, the meeting was adjourned at 8:15 p.m.

Ann Mosling, Clerk

TOWN OF AURORA
MINUTES OF ANNUAL MEETING
Wednesday, April 10, 2024

The Aurora Town Board met at the town hall on Wednesday, April 10, 2024, at 6:00 p.m. Officers present were Chairman C.J. Young, Supervisor Jeff Toll, Supervisor Andy Przybyl, Treasurer Melissa Zamzow, and Clerk Ann Mosling. Three residents were present.

The meeting Agenda was posted on Monday, April 8th at these locations: 1) Town of Aurora website (www.townaurora.com), 2) Town Hall board, and 3) Town board located at Midway Gas and Oil. A motion was made by Andy Przybyl, and seconded by Jeff Toll, to approve the agenda and proceed with the meeting. Motion carried. (6 in favor and none opposed.)

The meeting was called to order at 6:08 p. m. by Chairman Young.

The minutes from the 2023 meeting were approved after a **motion by Andy Przybyl and a second by Jeff Toll. Motion carried.** (6 in favor and none opposed.)

The 2023 financial report was given by Clerk Mosling. Copies of the report had been distributed to all electors present. The Income for 2023 totaled \$1,534,753.60, while the Expenses totaled \$1,662,948.76, producing a negative Net income of -\$128,195.16. The town had a total of \$89,644.65 available funds in all accounts on December 31, 2023. Of this amount, \$15,000 is the town's contingency, \$12,000 is the Firetruck reserve, and \$2,500 is in outstanding checks not yet processed, leaving a balance of \$60,144.65 in undesignated funds. Major expenditures for 2023 included \$1,338,595.90 paid in taxes, \$145,103.12 for highway repairs and improvements, \$62,511.42 for fire protection and new equipment for the City of Berlin, \$31,496.00 for ambulance services, and \$12,000 was moved into the firetruck fund. **Jeff Toll made a motion, seconded by Andy Przybyl, to approve the financial report. Motion carried.** (6 in favor and 0 opposed.)

The road report was given by Chairman Young. No major road projects were undertaken in 2023 as the year's budget was used up funding the 36th Rd project undertaken in 2022. However, the roadways were patched, as is normally done. The annual road inspection is scheduled for Sunday, April 21, 2024, after which an assessment of roadway conditions will be made, and a priority of projects will be set for 2024. In 2024 we will continue our on-going project to replace the road signs which began in 2022, and this year will replace all the signs east of Highway 49. Snowplowing services cost \$22,465.98 so far this winter season, but billing for the last recent snowfall has not yet been received. No action taken.

Discussion of wages:

1. Wages for board members remain unchanged for 2024. **Andy Przybyl made a motion, seconded by Jeff Toll, to keep the board's salaries at the same rate as last year: Chairman and Treasurer \$6,000/year, Supervisors \$3,000/year, and Clerk \$12,000/year. Motion carried.** (6 in favor and 0 opposed.)
2. Wages for lawn mowing remain unchanged for 2024. Becky Olsen has recently stepped down, and Allie Young was asked to do the mowing. Allie has already trimmed the shrubs in front of the town hall. **Andy Przybyl made a motion, seconded by Jeff Toll, to hire Allie Young to mow and trim the town hall and cemetery properties and keep the rate for lawn mowing at \$20/hr if using her own mower, plus mileage to/from site, plus full reimbursement. Motion carried.** (6 in favor and 0 opposed.) A reminder was issued that expenses for mowing the town hall and the cemetery need to be reported separately.

3. Wages for Roadside Mowing remain unchanged for 2024. Pete Kallas will continue to do the roadside mowing. **Andy Przybly made a motion, seconded by Jeff Toll, to keep the rate for roadside mowing at \$12/hour, plus mileage for parts pickup. Motion carried.** (6 in favor and 0 opposed.)
4. After discussion, wages for Election Inspectors will remain unchanged in 2024. Ann reported that a second Chief Election Inspector is needed. Possible ways to advertise hiring for this paid position were suggested. **Andy Przybly made a motion, seconded by Jeff Toll, to keep the rates for Election Inspector at \$12/hr, and Chief Election Inspector at \$15/hr. Motion carried.** (6 in favor and 0 opposed.)
5. The rate for roadside patching remains unchanged at \$13.50/hr; however, the county is currently doing this work for the town. No action taken.

Ann Mosling identified the 2024 Standard Mileage Rate for Business published by the IRS and effective 1/1/2024 is \$.67 per mile. **Andy Przybly made a motion, seconded by Jeff Toll, to use the IRS's standard mileage rate of \$.67 p/mile. Motion passed.** (6 in favor and none opposed.)

A value for the town's tax levy is set by the Wisconsin Department of Revenue, which may only be increased by net new construction. Aurora's tax levy of \$162,777 was established during the budget process in December of 2023. **Andy Przybly made a motion, seconded by Jeff Toll, approve the 2024 Town of Aurora Tax Levy of \$162,777. Motion passed.** (6 in favor and none opposed.)

Town posting locations and newspaper notices were discussed. Currently the clerk posts notices: 1) on the town board located at Midway Gas & Oil, 2) on the Town Hall board, and 3) on the Town website. Also, any required newspaper notices are being published in the Waushara Argus and/or Berlin Journal. Ann reported that newspaper notices are no longer required with the possible exception of liquor licensing notices. **Jeff Toll made a motion, seconded by Andy Przybly, to keep the posting locations and any necessary newspaper notifications the same. Motion passed.** (6 in favor and 0 opposed.)

Discussion of the rates for town licenses. Current license rates are as follows: Liquor License \$150/year, Beer License \$100/year, Wine \$100/year, Temp Class B Liquor License \$10/day, Operator's License 2-year term \$50, Cigarette License \$20/year, and Publication Fee (Liquor License) \$20 estimated. Ann reported that the cost of newspaper publication has greatly increased and needs to be increased to a minimum of \$32.50 to cover the cost charged for 2023 publication fees. New laws effective 2024 have added vaping under the tobacco and cigarette licensing law, and it is possible that new town ordinances will be needed for 2024 town licensing. Ann will need to review the new law and report back to the board at the May monthly meeting. **Andy Przybly made a motion, seconded by Jeff Toll, to keep all licenses the same rate with the exception of the Publication Fee for which the fee charged should reflect the actual cost of publication and should be invoiced and paid after the Board has approved the liquor license application. Motion passed.** (6 in favor and 0 opposed.)

The board has previously discussed increasing the town hall rental fee, but an increase in the rental fee was not implemented. The current rental fees are: 1) Residents \$100 includes a refundable \$50 security deposit; 2) Non-residents \$150 includes a refundable \$50 security deposit; 3) 4H Groups \$50 per year, no refundable security deposit. **Andy Przybly made a motion, seconded by Jeff Toll, to keep the rental fees that same for 2024. Motion passed.** (6 in favor and none opposed.)

The 2024 fire protection service contract is \$33,582.26, decreased by \$164.97 from 2023. During 2023, the City of Berlin Fire Department made 33 fire calls to the Town of Aurora, including 12 accidents and 2 fires. We have not yet received an actual amount needed from the town for a new pumper firetruck, but we think we have enough money saved to cover our portion of the truck's cost. The board discussed ending input into the

firetruck fund, and starting a new fund to cover the cost of paving the parking lot and/or replacing the (original) roof. This decision will be made after the total cost of the pumper firetruck is made known to us. No action taken.

The reports for ambulance service and zoning were not available. No action taken.

In previous years donations of \$1,000 each were made to the Poy Sippi and Berlin Libraries. **Andy Przybyl made a motion, seconded by CJ Young, to increase the donation rate to \$1,250/year to each Berlin and PoySippi libraries. Motion passed.** (6 in favor and none opposed.)

The date for the 2025 Annual Meeting is set for Wednesday, April 9, 2024, at 6:00 p.m. in the Aurora Town Hall. This meeting will be directly followed by the April 2025 Regular monthly Board meeting, which is rescheduled from the usual 2nd Thursday of the month. **Motion made by Andy Przybyl, and seconded by CJ Young. Motion passed.** (6 in favor and none opposed.)

The meeting was adjourned at 6:50 p.m.

Ann Mosling,
Town of Aurora Clerk

TOWN OF AURORA
MINUTES OF REGULAR BOARD MEETING
Thursday, May 9, 2024

The Aurora Town Board met at the town hall on Thursday, May 9, 2024, at 7:00 pm. Officers present were Chairman CJ Young, Supervisor I Jeff Toll, Supervisor II Andy Przybyl, Treasurer Melissa Zamzow, and Clerk Ann Mosling. Several residents were in attendance.

Chairman Young called the meeting to order at 7:00 pm, and attendees recited "The Pledge of Allegiance."

The clerk verified that the meeting Agenda was posted on Tuesday, May 7th at these locations: 1) Town of Aurora website (www.townaurora.com), 2) Town Hall board, and 3) Town board located at Midway Gas and Oil.

CJ ascertained that an action item for the discussion of the Olsen Mill conditional use permit was not added to the Agenda for this month's meeting. Discussion may be had today but any decision must be made at a meeting that is properly noticed to all residents and therefore must be made at the next board meeting after proper notification and posting has been given. The Board, and specifically the clerk who had made this error in the agenda, sincerely apologizes for this error and for any and all inconveniences it may have caused our residents, and for the necessity of having to attend next month's meeting to resolve any issues and/or recommendations with the conditional use permit. **A motion was made by Jeff, and seconded by Andy, to approve the agenda and proceed with the meeting. Motion carried.**

A motion was made by Andy, and seconded by Jeff, to approve the Minutes from: 1) the Town of Aurora Annual Meeting on April 10, 2024, 2) the Regular Monthly Board Meeting on April 10, 2024, and 3) the Road Inspection on April 21, 2024, and enter them into the official record. Motion carried.

Officers' Reports:

A) Treasurer's Report:

The checking account beginning balance for **April 2024** was \$185,219.56.

Deposits: \$19,023.70, including \$24.93 in earned interest

Payments: \$36,097.70, with one outstanding check totaling \$30.16

The month-end cash on-hand balance was \$168,115.40.

YTD Receipts: \$951,854.53

YTD Disbursements: \$1,358,785.49

Missy will check with the bank about the mysterious \$913 deposit they made to the account.

A motion was made by Andy, and seconded by Jeff, to approve the Treasurer's reports. Motion carried.

B) Clerk:

- 2023 Municipal Financial Report (Form CT) – taxes for 2023 completed and filed
- Annual SLFRF Compliance Report (WI1883) report filed. All funds reported as consumed. Received a notification that the SLFRF will be audited by an IRS agent. Reviewed all copies of invoices included within the "2022-Culverts" project. Ann needs to pull additional invoices for culverts on Cottonville and Cypress roads.
- Fire alarm panel experiencing intermittent alarms "Trouble/Trouble Battery". Ahern replaced batteries in January and both test good. Discovered panel is not properly charging the batteries as voltage is reading low. Ahern says panel is an old model and cannot get parts. Quote presented to the board. **CJ made a motion, seconded by Andy, to accept the quote to replace the fire panel. Motion carried.**

C) Board

- The town received a letter from Waushara County Zoning Dept stating Olsen's Mill is out of compliance with the conditional use permit: the issue is loading and unloading trucks after 5pm. Current operational hours are 7am-5pm. Jacob explained that they strictly do not allow trucks to unload at the mill after 5pm. However, he does use the same truck/s for deliveries as other functions of the mill, and he needs to be able to load the truck/s in preparation for the next day's deliveries before the close of business for the day. It is

this conflict that has caused the process of loading trucks for the next day to occasionally run a little late. Therefore, he is not asking to extend his operational business hours; rather, just an extension to 5:30pm to only load trucks in preparation for the next day's deliveries, which is a quiet gravity-fed process. Further discussion and possible decision will be made at the next board meeting scheduled for Thursday, June 13th to make a change to the conditional use permit or specific addendum for a 1-hour for the loading of trucks for the next day's delivery. Andy will apprise the county zoning dept.

- Nathan appeared before the board to inquire about getting internet access to Auroraville, and the funding designated by the state for it. The town board does not have any jurisdiction over the expenditure of government aid monies or the planning of where Internet-capable cable/fiber will be laid. The board directed Nathan to the State of WI, and provided him with the names of his district representative and state senators.

Business:

1. Discussion with possible decision of dead trees in the road right-of-way and close to power lines on the property of Doug Lane/W135 Cumberland Ave. Update: awaiting quote from Gabe's Top It or Drop It to see how much this will cost.
2. The Town of Aurora's cell tower real estate assessment will be taxable in 2024 according to Andrew Jennings in the county's Land Records Dept. Currently the personal property tax for the cell tower is being paid by Hoosier Towers, but the State has eliminated personal property tax as of 1/1/2024. Some cell towers are exempted from real estate tax if they are used to support the government's emergency communications (which are usually AT&T towers), but ours is NOT because it is classified as a D2 Commercial Property so the value of the tower has been converted to a real estate assessment and we will receive a tax bill. ***CJ will contact Andrew Jennings to have the tower surveyed to create a new tax parcel. The parcel document would identify that property owner TofA is leasing to Hoosier Towers in care of their mailing address so the tax bill would be sent directly to them.*** (as discussed in the BOR)
3. Implement drainage solution of the town hall east parking lot: 1) CJ will have Allie bring a tanker to flush the drain and ensure it is not plugged, 2) Jeff will bring a skid loader to remove the grass berm at the north edge of the parking lot to allow water to flow off the parking lot surface.
4. Quote not received from John Chamberlain to inspect and replace as needed fascia on the town hall to prevent rodents from getting under the siding and into the building.
5. An application for a Temporary Class B Liquor License received from the Berlin River Riders for the annual Truck and Tractor Pull was rejected because the WI Dept of Revenue has updated the liquor license applications and it requires the new applications to be used. Additionally, the Operator's License application for Tyler Polfuss will be reviewed when license payment is confirmed by the clerk. The Board will review both license applications once the new form is submitted and payment for each is confirmed. Ann will contact the Berlin River Riders.
6. Road report: Current road projects include: 1) Shorten 36th Ct to the edge of the Allen Chikowski's property and hire Nate Olson/Olson Legal Group at \$250 per/hr to draw up a 60' easement to enable snow removal and traffic to turn around at the end of the road. Project is on hold due to the interference of the County Zoning Dept. 2) Riverdale/Sunset Lane water drainage: dig a ditch and install a culvert along the road right-of-way on Sunset Lane to the property line. 3) Waiting for quote from Gabe's about dead trees in the road right-of-way and close to power lines on property of Doug Lane, W135 Cumberland Ave. 4) Street sign replacement east of Highway 49. New projects identified in road inspection: 1) Czech Rd overlay 2) Chicago wedge 3) 2 culverts dropping out on Cumberland Ave. The Board will finish current projects and review the remaining budget at the July meeting before taking on new projects.
7. **A motion was made by Andy, and seconded by Jeff, to approve the scheduled payments. Motion carried.** Checks were signed by CJ and Melissa.

As there was no further business, the meeting was adjourned at 8:15 p.m.

Ann Mosling, Clerk

TOWN OF AURORA
Minutes of BOARD OF REVIEW
Thursday, May 9, 2024

The Aurora Town Board met at the town hall on Thursday, May 9, 2024, at 5:00 p.m. to convene the first meeting of the 2024 Board of Review (BOR). Officers present were Chairman C.J. Young, Supervisor Jeff Toll, Supervisor Andy Przybyl, Treasurer Melissa Zamzow, and Clerk Ann Mosling. Zackery Zacharias, assessor, was the representative from Action Appraisers. Town of Aurora resident Thomas Mosling was also present.

The Agenda for the BOR was posted by the Clerk on Tuesday, May 7th at these locations: 1) Town of Aurora website (www.townaurora.com), 2) Town Hall board, and 3) Town board located at Midway Gas and Oil.

Andy made a motion, seconded by Ann, to nominate CJ to be the BOR Chairperson. Motion carried.

CJ made a motion, seconded by Ann, to nominate Andy to be the BOR Vice-Chairperson. Motion carried.

Andy and Missy verified they have both completed the mandatory BOR training by taking the video training class; Andy on May 7, 2024 and has provided his required class quiz, and Missy on May 3, 2024, will provide a copy of her class quiz. Ann will need to file affidavits online with DOR.

Ann presented ordinances and policies that are recommended by Wisconsin Towns Association Board of Review Training:

1. **VERIFIED ORDINANCE #2-2023 IS IN EFFECT: CONFIDENTIALITY OF INFORMATION ABOUT INCOME AND EXPENSES REQUESTED BY THE ASSESSOR IN PROPERTY ASSESSMENT MATTERS**
2. **ORDINANCE #1-2024 ORDINANCE TO APPOINT ALTERNATE MEMBERS TO THE BOARD OF REVIEW**
The minimum number of BOR members required is 3, and we have 5 trained members available. This ordinance has been drafted to designate Melissa Zamzow and Ann Mosling to be alternate BOR members effective for the 2024 BOR and succeeding years until such appointments are rescinded, as is required by State law. ***Andy made a motion, seconded by CJ, to approve this ordinance. Motion carried.***
3. **PROCEDURE FOR SWORN TELEPHONE OR SWORN WRITTEN TESTIMONY REQUESTS**
CJ stated that because Open Book is no longer done in-person on a Saturday but rather over the phone on a weekday, that someone may skip Open Book and come directly to BOR. Therefore, he thinks it is important that a resident should appear in person to bring their objection before the BOR. ***After discussion, the BOR agreed to reject this ordinance.***
4. **VERIFIED POLICY 2-2023 IS IN EFFECT: PROCEDURE FOR WAIVER OF BOARD OF REVIEW HEARING REQUESTS**

Ann received the Assessment Roll for the Town of Aurora from the assessor, and signed a receipt.

Zackery Zacharias, Action Appraisers, presented the Assessment Roll. Zack provided an oral summary of the Annual Assessment. There is a total of 21,493.521 acres of real estate general property in the Town of Aurora, with an assessed value of \$103,178,300. There is also a total of 173.0 acres of woodland, with an assessed value of \$375,300, which remains unchanged from last year. There were five residents who brought objections brought to Open Book: Patsy Myers' daughter, Brenda Nowakowski, Terry Paulsen, Josh & Carissa Beck, and Bob Pribnow. The ratio of sales to assessment for the Town of Aurora went down another 10% and is currently rated 71.94%. The value of ag land is almost \$300 an acre, which is 3% higher than a year ago. The sales market for property remains strong in the Town of Aurora when there is property available. During on-site evaluation for assessment, the assessor is often unable to access the interior of property structures, and therefore is asking for building plans to determine size and structure. A full revaluation of property value may be required in 2025.

Action Appraisers will provide a property assessment quote by October to be used for budgeting for next year's taxes.

The BOR examined and had discussion about the Assessment Roll. No errors were found upon examination.

There were no “Notices of Intent to File Objection” filed with the Clerk to be reviewed, and no taxpayers were present to bring objection in-person to the BOR.

The 2024 BOR was adjourned at 7:00 p.m.

Ann Mosling, Clerk

TOWN OF AURORA
MINUTES OF REGULAR BOARD MEETING
Thursday, June 13, 2024

The Aurora Town Board met at the town hall on Thursday, June 13, 2024, at 7:00 pm. Officers present were Chairman CJ Young, Supervisor I Jeff Toll, Supervisor II Andy Przybyl, Treasurer Melissa Zamzow, and Clerk Ann Mosling. Several residents were in attendance.

Chairman Young called the meeting to order at 7:01 pm, and attendees recited "The Pledge of Allegiance."

The clerk verified that the meeting Agenda was posted on Tuesday, June 11th at these locations: 1) Town of Aurora website (www.townaurora.com), 2) Town Hall board, and 3) Town board located at Midway Gas and Oil. **A motion was made by Jeff, and seconded by Andy, to change the description of the agenda 'Business' item 8.1 to state "Discussion with possible recommendation to Waushara County to change the Olsen's Mill conditional use permit..." , approve the agenda with this change, and proceed with the meeting. Motion carried.**

A motion was made by Andy, and seconded by Jeff, to approve the Minutes from the May 9, 2024 Board of Review and the monthly Regular Board Meeting held on May 9, 2024, and enter both into the official record. Motion carried.

Officers' Reports:

A) Treasurer's Report:

The checking account beginning balance for **May 2024** was \$168,145.56.

Deposits: \$17,103.84, including \$20.42 in earned interest

Payments: \$36,775.82, with four outstanding checks totaling \$120.16

The month-end cash on-hand balance was \$148,353.42.

YTD Receipts: \$968,958.37

YTD Disbursements: \$1,395,651.31

Missy will check with the bank about the mysterious \$913 deposit they made to the account.

A motion was made by Jeff, and seconded by Andy, to approve the Treasurer's reports. Motion carried.

B) Clerk:

- Presented iWorQ Systems application to identify and track requests and projects that would enable residents to submit questions and issues to the board online. The Board agreed not to pursue this app as they prefer telephone or personal contact with residents.
- Town hall's Fire Alarm Panel and batteries replaced on Friday 6/7/2024
- Ann registered for UWGB's 2024 Clerks & Treasurers Institute for Clerk Year 2 Training July 14-19 \$560

C) Board

Business:

1. Discussion held about possible recommendations to the Waushara County Zoning Dept to change the Olsen's Mill conditional use permit (CUP). See attached below the email Andy sent to the Zoning Dept.
2. No action: CJ to contact Andrew Jennings in the county's Land Records Dept for a survey to create a new tax parcel for the town hall cell tower for 2024 real estate tax.
3. No action: Implementation of drainage solution of the town hall east parking lot: 1) CJ will have Allie bring a tanker to flush the drain and ensure it is not plugged, and 2) Jeff will bring a skid loader to remove the grass berm at the north edge of the parking lot to allow water to flow off the parking lot surface.
4. No action: Request quote from John Chamberlain to inspect and replace fascia on the town hall as needed to prevent rodents from getting under the siding and inside the building.
5. Review and discussion of a one-day beer license application received: **A motion was made by Andy, and seconded by Jeff, to approve the application and issue a Temporary Class "B" Beer License to the Berlin River Riders for their annual Truck and Tractor Pull scheduled for July 20, 2024, 7 a.m.- 9 p.m. Motion carried.**

6. Review and discussion of tobacco license applications received: **A motion was made by Andy, and seconded by Jeff, to approve the applications and issue 2024 Tobacco Retail Licenses to: 1) Midway Gas and Oil, 2) Freddy's Four Corners, 3) Mimi's on Route 49. Motion carried.**
7. Review and discussion of liquor license applications received: **A motion was made by Andy, and seconded by Jeff, to approve the applications and issue 2024 Intoxicating Liquor Retail Licenses to Freddy's Four Corners and Mimi's on Route 49. Motion carried.**
8. Review and discussion of operator's (bartender) license applications received: **A motion was made by Andy, and seconded by Jeff, to approve the applications and issue 2024-2026 Operator's Licenses to: Tyler Polfuss (Berlin River Riders), Frederick Laude (Freddy's Four Corners), Benjamin Laude (Freddy's), Steaven Laude (Freddy's), Adrian Laude (Freddy's), Amanda Sroka (Freddy's), and November Mankowski (Freddy's). Motion carried.**
9. Discussion of quote received from Fred Laude for 16-yr son Luke to clean the town hall gutters. Fred will inspect Luke's work. **A motion was made by Andy, and seconded by Jeff, to approve the \$100.00 quote received for town hall gutter cleaning providing that Fred Laude can provide proof of insurance. Motion carried.**
10. Road report: County is sealcoating town roads. The Board will finish current projects and review the remaining budget before taking on new projects: 1) Shorten 36th Ct to the edge of the Allen Chikowski's property and hire Nate Olson/Olson Legal Group at \$250 per/hr to draw up a 60' easement to enable snow removal and traffic to turn around at the end of the road. Project is on hold due to the interference of the County Zoning Dept. 2) Riverdale/Sunset Lane water drainage: dig a ditch and install a culvert along the road right-of-way on Sunset Lane to the property line. 3) Waiting for quote from Gabe's about dead trees in the road right-of-way and close to power lines on property of Doug Lane, W135 Cumberland Ave. 4) Street sign replacement east of Highway 49.
11. Discussion of upcoming projects for 2024 Budget: 1) have town hall roof evaluated; consider metal roof replacement if needed, 2) CJ to get a quote from Brian/Waushara Cty Highway Dept to blacktop town hall parking lot and make curbs and sidewalk, 3) ditching on town road to Walmart, 4) ditch work on 32nd in early winter season (need quote on overlay)
12. **A motion was made by Andy, and seconded by Jeff, to approve the scheduled payments. Motion carried.** Checks were signed by CJ and Melissa.

As there was no further business, the meeting was adjourned at 8:15 p.m.

Ann Mosling, Clerk

EMAIL to Waushara County Zoning Dept

From: Andrew Przybyl <andyprzybyl@gmail.com>

Sent: Friday, June 14, 2024 11:38 AM

To: Todd Wahler

Cc: Jeff Toll; CJ Young; Town of Aurora Clerk

Subject: Olsen Farms Discussion

Todd,

Wanted to follow up on the outcome of the Town Board meeting last night.

Just to be clear there was no decision or vote on the request by Olsen Farms. It was just a discussion as the final decision is in the hands of the county zoning board.

Jacob came in and spoke on behalf of Olsen Farms: It was requested that condition 4 be revised to extend the time from 7am to 6pm instead of 5pm. The reason for the extension is because they share the truck with the Mill. At times the mill's operation runs longer than expected. When that happens they would like another hour to load the truck and haul the feed to the dairy's they are contracted with. Jacob did note that they will not be grinding past 5 it would be just to load the truck. Also noted was that if a customer pulls in at 4:50 ro 4:55 he has a few minutes to get the unloaded. He stated it generally takes about 10-12 minutes to unload a truck.

Carolyn and Andrew Redington were present and Jim Hansen was also present.

They basically are not in agreement with this because the violations are not just from 5-6pm they are sometimes earlier than 7am and way past 5pm. If the issue was not very often and if it was between 5-6pm it may not be a big deal but that is not the case.

Andrew also noted that the lights are still a concern and suggested that the sign (to turn lights off while loading/unloaded) to the scale and hang it on the structure so people can see it. Jacob said he would do that but to note that some trucks have running lights on that are standard from the OEM they can't do anything about that.

Overall, that was the discussion. The topic took about 20 minutes and then the board moved to different agenda items.

Thanks,
Andrew Przybyl

TOWN OF AURORA
MINUTES OF REGULAR BOARD MEETING
Thursday, July 11, 2024

The Aurora Town Board met at the town hall on Thursday, July 11, 2024, at 7:00 pm. Officers present were Chairman CJ Young, Supervisor I Jeff Toll, and Clerk Ann Mosling. Resident Tom Mosling was also in attendance.

Chairman Young called the meeting to order at 7:01 pm, and attendees recited "The Pledge of Allegiance."

The clerk verified that the meeting Agenda was posted on Tuesday, July 9th at these locations: 1) Town of Aurora website (www.townaurora.com), 2) Town Hall board, and 3) Town board located at Midway Gas and Oil. **A motion was made by CJ, and seconded by Jeff, to approve the agenda and proceed with the meeting. Motion carried.**

A motion was made by CJ, and seconded by Jeff, to approve the Minutes from the June 13, 2024 Regular Board Meeting enter them into the official record. Motion carried.

Officers' Reports:

A) **Treasurer's Report:** not available

B) Clerk:

- a. Receipts & Distribution: Reporting Monthend Reconciliation as of May 31st as the June Reconciliation was not received from the treasurer before tonight's meeting.
 - i. Income: June/July's income included one \$10 title fee, as well as 2024 Tobacco/Liquor License/Publication fees from Mimi's. All other license fees were collected in May/June. In total we collected \$860 YTD for Occupational Licenses, which is a little more than was budgeted due to an increase in license publication fees. We have actually already received HWY AID \$18,898.77 into the bank account on 7/2/24 and \$625 in unknown income but these haven't hit Quickbooks yet pending updates from the treasurer. What we have not yet received as expected is the 15% shared income due in July from the county, or the fire dues and MFL credit from the State both expected in July. YTD income shortfall total is \$151,913.91.
 - ii. Expenses: June/July expenses included \$55.20 for Election stamps, and \$2879.10 to replace the fire alarm system control panel which was an unexpected unbudgeted expense. The monthly HWY expenses were \$3,090.72 which included road surface maintenance and patching, 2024 bridge inspections, and parts for the tractor mower. Of the \$153,650.73 total budgeted for HWY, we have spent YTD \$29,657.85, giving us a remaining budget of \$123,992.88. Quickbooks/Internet/Technology was \$95 which included \$35 for hotspot and \$60 for Quickbooks monthly fees. Street Lighting expenses remained the same as last month at \$50.56, and town hall Alliant Energy bill was \$83.66. The Town Hall expenses for July are less than expected because we haven't had the septic system pumped (done in 2023) and have not bought water softener salt. Total YTD expenses are under budget by \$220,233.85.
- b. Reports filed with the WI DOR in July: Maintenance of Effort Rpt, Personal Property Value Rpt, Taxation District Summary Rpt
- c. Ann reported the WI Supreme Court overruled its prior decision, in part, and held that secure drop boxes were permitted under state law as a valid method of absentee ballot return. The use of drop boxes is not mandatory and is at the discretion of the municipal clerk. A drop box at the town hall will not be installed at this time.
- d. The board granted the clerk's request to pursue the county's permission to perform a hand-count of ballots at the November General & Presidential Election in addition to the voting equipment's tabulated results. Requisites for a hand-count: tabulators must be appointed by the board by Oct 6th; an extension of the 2-hr deadline to report election results to the county.

- e. Cty Hwy dept has completed Aurora culvert inventory and filed the report w/ state and WTA. Ann requested a copy of the report for the record.
- f. Intuit increasing monthly fee for Quickbooks on 8/15/2024 from \$60 to \$65. 4th price increase in the last 1-1/2 yrs.

C) Board

- a. Jeff reported he is waiting for the ordered tractor parts to be received, which are due to arrive soon. Once parts are installed, the tractor may be used to mow the ditches.

Business:

1. Quote from Gabe's for the dead trees in the road right-of-way and close to power lines on the property of Doug Lane/W135 Cumberland Ave: *no action*.
2. Survey to create a new tax parcel for the town hall cell tower for 2024 real estate tax: *no action*.
3. Reviewed John Chamberlin's quote to inspect and replace fascia on the town hall as needed to prevent rodents from getting under the siding and inside the building. **A motion was made by CJ, and seconded by Jeff, to accept the quote if John can provide a "no mouse guarantee" and has proof of insurance. Ann should also request John to inspect the town hall roof. Motion carried.**
4. Discussion/status/decisions for upcoming 2024 projects:
 - a. town hall east parking lot drainage: *no action*
 - b. have town hall roof evaluated; consider metal roof replacement if needed: *Ann will request John Chamberlin to inspect the roof.*
 - c. Cty Highway Dept quote to blacktop town hall parking lot and make curbs/sidewalk: *Brian/Cty Hwy Dept met with board members for an inspection July 11th 6:30pm prior to the board meeting and will provide a quote*
5. Road report and any necessary decisions pertaining to maintenance and improvement.
 - a. 36th Ct/Allen Chikowski: *Nate Olson/Olson Legal Group drew up an easement for a 33' right-of-way*
 - b. Riverdale/Sunset Lane water drainage: *Bill Thoma is finished; however resident wants more work on E. Waushara; project to be completed during the week of June 17th*
 - c. Street sign replacement E of State Rd 49: *completed*
 - d. ditching on 32nd Dr (road to Walmart): *need quote on overlay; board will evaluate this project after current road projects are completed and final cost adjustments are made to the budget, project timeframe early winter season*
 - e. Chicago Rd: *spray grass growing thru pavement, remove dead grass/sod, pave 2" hot mix asphalt, 2" gravel shoulders. A motion was made by CJ, and seconded by Jeff, to approve the start of this project after a discussion with Brian/Cty Hwy Dept about project cost reduction, and then begin work accordingly. Motion carried.*
 - f. Cumberland Dr/32nd Ave/Czech Ave roadway: *request Cty Hwy Dept do an inspection/quote*
 - g. 32nd Dr Culvert (by His & Hers garage): *possible 2024 project: culvert is collapsing*
6. **A motion was made by CJ, and seconded by Jeff, to approve the scheduled payments. Motion carried.** Checks were signed by CJ and Jeff.

As there was no further business, the meeting was adjourned at 8:15 p.m.

Ann Mosling, Clerk

TOWN OF AURORA
MINUTES OF REGULAR BOARD MEETING
Thursday, August 8, 2024

The Aurora Town Board met at the town hall on Thursday, August 8, 2024, at 7:00 pm. Officers present were Chairman CJ Young, Supervisor I Jeff Toll, Supervisor II Andy Przybyl, Treasurer Melissa Zamzow, and Clerk Ann Mosling. Resident Tom Mosling was also in attendance.

Chairman Young called the meeting to order at 7:01 pm, and attendees recited "The Pledge of Allegiance."

The clerk verified that the meeting Agenda was posted on Tuesday, August 6th at these locations: 1) Town of Aurora website (www.townaurora.com), 2) Town Hall board, and 3) Town board located at Midway Gas and Oil. **A motion was made by Andy, and seconded by Jeff, to approve the agenda and proceed with the meeting. Motion carried.**

A motion was made by Andy, and seconded by Jeff, to approve the Minutes from the July 11, 2024 Regular Board Meeting enter them into the official record. Motion carried.

Officers' Reports:

A) Treasurer's Report:

- The checking account beginning balance for **June 2024** was \$148,473.58.
Deposits: \$641.94, including \$16.94 in earned interest
Payments: \$8,554.66, with three outstanding checks totaling \$125.00
The month-end cash on-hand balance was \$140,435.86.
YTD Receipts: \$969,600.31 YTD Disbursements: \$1,404,210.81
- The checking account beginning balance for **July 2024** was \$140,560.86.
Deposits: \$34,083.05, including \$21.66 in earned interest
Payments: \$7,749.24, with one outstanding check totaling \$30.00
The month-end cash on-hand balance was \$166,864.67.
YTD Receipts: \$1,033,683.36 YTD Disbursements: \$1,412,076.05

A motion was made by Jeff, and seconded by Andy, to approve the Treasurer's reports. Motion carried.

B) Clerk:

- Receipts: July state aids came in, which included Fire Rebate, Hwy Aid, Shared Revenue, and Computer Aid, totaling \$33,816.39. The fire rebate increased \$769.24 from 2023, and Shared Revenue & Computer Aid increased \$7,022.89, giving our budget an unexpected extra boost of \$7,792.12. Managed forest land (MFL) aid, however, has not come in yet. This income decreased our year-to-date shortfall from \$151,913.91 from May to \$115,858.92 in July.
- Disbursements: July expenses included an unexpected expenditure of \$2879.10 to replace the fire alarm system control panel in the town hall and highway expenditures totaling \$3,090.72 which included road surface maintenance and patching, 2024 bridge inspections, and parts for the tractor mower. Total July expenses were \$5,883.79 under budget, which was primarily from the highway budget. Of the \$153,650.73 total Highway budget, we have currently spent year-to-date \$32,417.30, giving us a remaining budget of \$121,233.43. We received notice from Alliant Energy that 2025 fuel costs for business is rising 0.9%. YTD expenses are under budget by -\$218,162.14.
- Upcoming Fall Primary Election on Tuesday, August 13th. A public test of the electronic voting equipment is scheduled Friday, August 9th at Noon.
- Extra street sign posts: The old post for Cumberland Ave/37th street signs is still outside the hall. Also, the county failed to remove the old, faded street signs and post at 34th/County XX when they installed a new post and streets signs on opposite side of the street corner.
- Waushara County has selected Transcendent Technologies (TTech) to be their new land records software vendor. Training for the new online Ascent Tax Receipting & Pet Licensing Software will begin in the summer of 2025, and implementation will follow to begin using the software for 2024 tax processing in November 2025. Missy will need to report to the county whether she will continue to collect dog license fees in Dec/Jan or whether this will move to the county. Notice to add "dog licensing" to the agenda for the next meeting. Annual cost to the town for the new Ascent software will be a \$350 Bank Receipting Fee per Tax Collection Period (town only collects 1st half tax collections) and an annual maintenance fee of \$500-\$600, based on

population: 300-999 (\$500) / 1000-1749 (\$600). Aurora's current population is 999. Hardware Technical Support will be charged at \$175/hr. Missy is handling the Software Maintenance Agreement and the software general requirements.

- Received notice of Ag Roads Improvement Program 2nd project solicitation.
- A new Aurora address has been issued by the county to Forrest & Lisa Pike for a new structure located on parcel 002-03556-1230: W871 Sunset Lane.
- Neighborhood disputes are a civil matter, and if necessary, should be reported to the Waushara County Sheriff's Dept. It is recommended that a resident take out a restraining order if issues between neighbors are continuing or escalating, which provides law enforcement the means upon which to take action.

C) Board

Business:

1. Representatives from Action Appraisers presented a contract to perform a market update in 2025. A discussion was held about Aurora's non-compliance with the state's assessment rate and the necessity of when to perform a full property assessment revaluation. If the current housing market trends continue, Aurora will have likely been out of compliance for a period of 5 years in 2026. The last full revaluation of property assessment was performed in 2019. **A motion was made by CJ, and seconded by Jeff, to accept Action Appraisers contract to perform a market update in 2025. Motion carried. CJ signed the Action Appraisers contract.**
2. Quote from Gabe's for the dead trees in the road right-of-way and close to power lines on the property of Doug Lane/W135 Cumberland Ave: *no action*.
3. Survey to create a new tax parcel for the town hall cell tower for 2024 real estate tax: *no action*.
4. Reviewed Eric Huser's quote for roof replacement. Board members inspected the condition of the roof and determined it has additional life expectancy. **A motion was made by Andy, and seconded by Jeff, to hold off on replacing the roof at this time, and to inspect the roof on a yearly basis. Quote from Eric Huser was reasonable so we will ask for another quote when a new roof is needed. Motion carried.**
5. Michele Pehoski and Pete Pehoski have both completed three hours of Election Day Training on July 30th with Clerk Ann Mosling. **A motion was made by Andy, and seconded by Jeff, to appoint Michele Pehoski and Pete Pehoski as Election Inspectors for the Town of Aurora. Motion carried.** Both persons have signed official oaths of duty as Election Inspectors. Ann is expecting that both Michele and Pete will work at the Election on Tuesday, August 13th.
6. Town hall east parking lot drainage: *no action*
7. Road report: CJ reported that Brian Freimark/County Highway Dept manager has put in his notice with the County. Brian is expecting that he will not have time to complete all our requested projects before his leaves.

Current Projects:

- a. Blacktop Town hall parking lot and make curbs/sidewalk: It is unlikely that Brian will not complete this. **A motion was made by Andy, and seconded by Jeff, to table this project until next year. Motion carried.**
- b. 36th Ct/Allen Chikowski: Working with Nate Olson/Olson Legal Group to draw up an easement for a 33' right-of-way
- c. Riverdale/Sunset Lane water drainage: Original project scope was changed and expanded. Drainage work was washed out by a storm, so additional work is now required.
- d. Chicago Rd: *Spray grass growing thru pavement, remove grass/sod, pave 2" hot mix asphalt, 2" gravel shoulders.* Brian believes he can complete this project.
- e. Cumberland Dr/32nd Ave/Cypress-35th: *pave 2" hot mix asphalt.* Brian will complete this project.

Future projects:

- f. 32nd Dr ditching (road to Walmart): *need quote on overlay*
 - g. 32nd Dr Culvert (by His & Hers garage): *culvert is collapsing*
8. **A motion was made by Jeff, and seconded by Andy, to approve the scheduled payments. Motion carried.** Checks were signed by CJ and Melissa.

As there was no further business, the meeting was adjourned at 8:15 p.m.

Ann Mosling, Clerk

TOWN OF AURORA
MINUTES OF REGULAR BOARD MEETING
Thursday, September 12, 2024

The Aurora Town Board met at the town hall on Thursday, September 12, 2024, at 7:00 pm. Officers present were Chairman CJ Young, Supervisor I Jeff Toll, Supervisor II Andy Przybyl, and Clerk Ann Mosling. Residents Devin Petit and Larry Smith were also in attendance.

Chairman Young called the meeting to order at 7:01 pm, and attendees recited "The Pledge of Allegiance."

The clerk verified that the meeting Agenda was posted on Tuesday, September 10th at these locations: 1) Town of Aurora website (www.townaurora.com), 2) Town Hall board, and 3) Town board located at Midway Gas and Oil. **A motion was made by Andy, and seconded by Jeff, to approve the agenda and proceed with the meeting. Motion carried.**

A motion was made by Jeff, and seconded by Andy, to approve the Minutes from the August 8, 2024 Regular Board Meeting enter them into the official record. Motion carried.

Officers' Reports:

A) **Treasurer's Report:** n/a

B) **Clerk:**

- Receipts: We received the 2023 Tax Final Tax settlement from the County in the amount of \$49,455.00. It is \$4,772.20 more than we budgeted. I can see that additional deposits have been made, but these will not be included in our monthly reporting until we receive the September receipts from Missy. The extra tax settlement funds further decreases our budgeted income shortfall to -\$68,373.92.
- Disbursements: Even though I failed to budget for a Fall Primary Election and we paid \$729.00 to our Election Inspectors, Sept expenses are still down \$2,140.90 from the monthly budget. Most of the difference came from the Hwy budget, where we spent \$2,756.33 less than budgeted. QuickBooks/Tech spending is also down \$95.00 and Insurance is down \$15, but I expect those missing expenses will simply hit the books in the upcoming month. We received bills from the County for replacing street signs for \$4,682.57, and Drainage work in July for \$4569.13. Monthly Hwy expenses totaled \$39,919.00 for a remaining YTD operating balance of \$113,731.73. Total YTD expenses are under budget by -\$207,095.01.

C) **Board**

Business:

1. Discuss with possible decision: Continue collection of dog licenses at town level for 1st half of tax collections or pass this responsibility to the County Clerk in the new Ascent software for 2024 tax collections payable in 2025. **A motion was made by Jeff, and seconded by Andy, to table this issue until Missy is available. Motion carried.**
2. A resident has requested a speed limit/slow-children present sign on E. Waushara St. **A motion was made by Andy, and seconded by Jeff, to purchase two signs and install them, one for east-bound traffic and one for west-bound traffic, on E. Waushara St. CJ will contact the County. Motion carried.**
3. Ann presented text for an advertisement to request bids for snow plowing and sanding services for the 2024-2025 winter season. **A motion was made by Andy, and seconded by Jeff, to place September newspaper ads to request and receive snow plowing/sanding bids through October 9th, and to review all submitted proposals at the next board meeting scheduled on Thursday, October 10th. Ann will place the ads. Motion carried.**
4. Upcoming maturity on CD for firetruck fund is 10/20/2024. **A motion was made by Andy, and seconded by CJ, to seek a CD for the next year, using the balance of this year's CD of \$89,125.96 and adding \$12,000, which is the budgeted 2024 contribution to the firetruck fund, to open the CD. Ann will email Missy to request that she handle this issue. Motion carried.**
5. A quote of \$7,500 was received from Niser to remove 15-17 trees, and all brush in the road right-of-way and close to power lines, on the property of Doug Lane/W135 Cumberland Ave. **A motion**

was made by CJ, and seconded by Jeff, to accept the quote, and to temporarily close the road to traffic while work is being done. Andy will speak with the homeowner about wood removal. Motion carried.

6. A discussion was held about whether to create a new tax parcel for the town hall cell tower. The county has reclassified the cell tower as taxable real estate, with an estimated tax rate of \$33,000, now that State has eliminated personal property tax. **A motion was made by Andy, and seconded by Jeff, to do nothing until the existing contract on the cell tower expires, at which time the newly applied real estate tax can be utilized in negotiation for a new contract. Motion carried.**
7. Road report and any necessary decisions pertaining to maintenance and improvement. Need to fill pot holes. CJ will ask Pete begin a 2nd roadside mowing next week.

Current projects:

- a. 36th Ct/Allen Chikowski - Working with Nate Olson/Olson Legal Group to draw up an easement for a 33' right-of-way; project stalled; table this project until next month
- b. Riverdale/Sunset Lane water drainage – county redid after storm washout
- c. Chicago Rd – overlay/seal completed
- d. Cumberland Dr/32nd Ave/Cypress Ave - *pave 2" hot mix asphalt*. Completed.
- e. Town hall east parking lot drainage – Allie removed wedge of grass berm at edge of parking lot to allow drainage. Completed until parking lot can be resurfaced next year.

Future projects:

- 32nd Dr (road to Walmart): collapsing culvert, ditching, need quote on overlay
 - Blacktop town hall parking lot and make curbs/sidewalk
 - Next year's seal coating projects / crack fill before seal coating if we have the money:
 - E. Waushara – from Retzlaff's to top of the hill, approximately 1 mile
 - Side streets off of E. Waushara
 - 32nd Dr ditching (road to Walmart): *need quote on overlay*
 - 32nd Dr Culvert (by His & Hers garage): *culvert is collapsing*
 - 37th
8. **A motion was made by Andy, and seconded by Jeff, to approve the scheduled payments. Motion carried.** Checks were signed by CJ and Andy.

As there was no further business, the meeting was adjourned at 8:30 p.m.

Ann Mosling, Clerk

TOWN OF AURORA
MINUTES OF REGULAR BOARD MEETING
Thursday, October 10, 2024

The Aurora Town Board met at the town hall on Thursday, October 10, 2024, at 7:00 pm. Officers present were Chairman CJ Young, Supervisor I Jeff Toll, Supervisor II Andy Przybyl, and Clerk Ann Mosling. Resident Tom Mosling was also in attendance.

Chairman Young called the meeting to order at 7:02 pm, and attendees recited "The Pledge of Allegiance."

The Clerk verified that the meeting Agenda was posted on Tuesday, October 8th at these locations: 1) Town of Aurora website (www.townaurora.com), 2) Town Hall board, and 3) Town board located at Midway Gas and Oil. **A motion was made by Andy, and seconded by Jeff, to approve the agenda and proceed with the meeting. Motion carried.**

A motion was made by Andy, and seconded by Jeff, to approve the Minutes from the September 12, 2024 Regular Board Meeting enter them into the official record. Motion carried.

Officers' Reports:

A) Treasurer's Report:

The bank account beginning balance for **August 2024** was \$166,894.67. Deposits totaled \$483.22, including \$20.41 in earned interest, and Payments totaled \$3,107.65, for a Statement ending balance of \$164,270.24. However there were two outstanding checks totaling \$80.00, which gave us a month-end cash on-hand balance of \$164,190.24

YTD Receipts: \$1,004,166.58

YTD Disbursements: \$1,415,233.70

The bank account beginning balance for **September 2024** was \$164,270.24. Deposits totaled \$49,507.39, including \$22.39 in earned interest, and Payments totaled \$21,505.95, for a Statement ending balance of \$192,271.68. However there was one outstanding check totaling \$30.00, which gave us a month-end cash on-hand balance of \$192,241.68.

YTD Receipts: \$1,053,673.97

YTD Disbursements: \$1,436,689.65

B) Clerk:

- Receipts: The State HWY Aid money has already been deposited into the bank account this month, and it will show up in reporting next month, and that will bring October's receipts up to budget. Through September, we are ahead of the YTD total receipts by \$522,158.97 but slightly behind YTD budgeted receipts through December by -\$68,018.31.
- Disbursements: Actual expenditures for Sept are \$8,247.92 greater than budgeted, primarily because we paid \$10,388.82 to the Berlin FD for the State Fire Aid we received in both 2023 and 2024. Rural Mutual Insurance came in October a month earlier than expected, and our 2025 policy increased \$169.00 over 2024. QuickBooks/Technology expenditures for Sept are \$100 under budget because I didn't need to buy checks this year. September HWY expenditures were \$2,756.33 under budget. The remaining Hwy budget is \$107,868.62. YTD expenditures are currently under budget by -\$184,599.84.

C) Board

Business:

1. There is a "Stop Ahead" sign approaching County X and Cumberland Ave intersection for East-bound traffic, but not one for West-bound traffic. Andy would like a sign posted for West-bound traffic because evening visibility is poor due to the setting sun. **A motion was made by Jeff, and seconded by Andy, to install a "Stop Ahead" sign on Cumberland Ave. CJ will call the County and make the request. Motion carried.**
2. Discuss with possible decision: Continue collection of dog licenses at town level for 1st half of tax collections or pass this responsibility to the County Clerk in the new Ascent software for 2024 tax collections payable in 2025. **A motion was made by Andy, and seconded by Jeff, to table this issue until Missy is available. Motion carried.**

3. Per Gary Podoll/Deputy Chief Berlin FD, if a new firetruck is purchased by Dec 1, 2024, the chassis will be ready in the 2nd Quarter of 2025, and payment for the chassis will be due at that time. Payment for the rest of the firetruck will be due upon delivery of the completed firetruck in 2027. A final decision on whether a firetruck is to be purchased will be forthcoming later this month at a special meeting with the Berlin FD. **A motion was made by Andy, and seconded by Jeff, to open a new 1-yr CD for our saved firetruck funds upon the expiration of the existing CD on 10/20/2024. The new CD is to be funded by the existing CD funds plus an additional \$12,000 from the bank account, as was planned in the 2024 Budget. It is understood there will be a penalty fee charged if a portion of the CD funds are removed early to pay for the firetruck chassis. Motion carried.**
4. The board did not receive any bids for snow plowing/road sanding services for the town roads during the 2024-2025 winter season. CJ will make direct service inquiries from various vendors.
5. Vanda Lemke has stated that she would like to become an election inspector for the November General Election, and she is willing to take the necessary training before the election. However, the Aurora Town Board will not convene another regular board meeting before the next election. **A motion was made by Andy, and seconded by CJ, to conditionally appoint Vanda Lemke as an Election Inspector for the Town of Aurora for the 2024-2025 Election Period. This appointment is contingent upon Vanda having completed the 3-hr Election Day Training class offered by the Clerk prior to Election Day, November 5, 2024, and taking an Oath of Office. Motion carried.**
6. **A motion was made by Andy, and seconded by Jeff, to make a \$1,000 donation to each Berlin Public Library and Poy Sippi Public Library in November 2024, as was planned in the 2024 Budget. Motion carried.**
7. Mowing services for 2025: The position for lawn mowing at the town hall and town cemetery is open for 2025. We will need to post a newspaper AD for bids in February. Roadside mowing will continue to be done by Pete Kallas.
8. Discussion of the 2025 Budget. Ann needs to finish the preliminary budget, email it to board when finished, and schedule a special meeting when Missy can also attend, for the board to review and discuss the budget. The board will need to approve the 2025 Budget at the next regular board meeting on Nov 14, 2024. The Public Budget Review meeting is scheduled on December 12, 2024 at 6:30pm.
9. Road report and any necessary decisions pertaining to maintenance and improvement.
Current projects:
 - a. Call Hyler to pump for Josh Kolpin and charge as a tax supplemental.
 - b. 36th Ct/Allen Chikowski - Nate Olson/Olson Legal Group is expected to have a contract drawn up and ready to sign by the end of this week for a 33' right-of-way easement
 - c. Riverdale/Sunset Lane water drainage – **completed**
 - d. Install 2 "Slow/children present" signs on E. Waushara St for east- & west-bound traffic- **completed**
 - e. Remove 15-17 trees/brush in the road right-of-way and close to power lines, on the property of Doug Lane/W135 Cumberland Ave; temporarily close the road to traffic while work is being doneFuture projects:
 - o Blacktop town hall parking lot and make curbs/sidewalk
 - o Next year's seal coating projects / crack fill before seal coating if we have the money:
 - E. Waushara – from Retzlaff's to top of the hill, approximately 1 mile
 - Side streets off of E. Waushara
 - 32nd Dr (road to Walmart): ditching, need quote on overlay, roadway sagging at culvert (culvert itself verified OK)
 - o 37th Ave
10. **A motion was made by Andy, and seconded by Jeff, to approve the scheduled payments. Motion carried.** Checks were signed by CJ and Andy.

As there was no further business, the meeting was adjourned at 8:45 p.m.

Ann Mosling, Clerk

TOWN OF AURORA
MINUTES OF SPECIAL BOARD MEETING
Thursday, October 27, 2024

The Aurora Town Board met at the town hall on Thursday, October 27, 2024, at 7:00 pm for a special meeting to discuss the preliminary 2025 Town of Aurora operating budget. Officers present were Chairman CJ Young, Supervisor I Jeff Toll, Supervisor II Andy Przybyl, Treasurer Melissa Zamzow, and Clerk Ann Mosling. Resident Tom Mosling was also in attendance.

Chairman Young called the meeting to order at 7:02 pm.

The Clerk verified the meeting Agenda was posted on Friday, October 25th at these locations: 1) Town of Aurora website (www.townaurora.com), 2) Town Hall board, and 3) Town board located at Midway Gas and Oil. **A motion was made by Jeff, and seconded by Andy, to approve the agenda and proceed with the meeting. Motion carried.**

Business:

1. Discussion to add the cost charged by Maverick Pumping Service bill for pumping a resident's holding tank to that resident's real estate taxes. Technically this issue should have been handled by the county zoning department, and future issues should be directed there as the county has the responsibility, as well as the authority and ability to use corporate counsel and add bills to real estate tax bills. **A motion was made by Andy, and seconded by Jeff, to pay the Maverick bill directly. Ann should follow up with Andrew Jennings to have the bill added to the resident's real estate tax bill, if possible. Motion carried.**
2. A discussion of the preliminary 2025 budget resulted in changes being made. Ann will modify the budget accordingly and will bring a finalized budget to the November regular board meeting scheduled on Thursday, November 14, 2024 for final approval.

As there was no further business, the meeting was adjourned at 8:49 p.m.

Ann Mosling, Clerk

TOWN OF AURORA
MINUTES OF REGULAR BOARD MEETING
Thursday, November 14, 2024

The Aurora Town Board met at the town hall on Thursday, November 14, 2024, at 7:00 pm. Officers present were Chairman CJ Young, Supervisor I Jeff Toll, Supervisor II Andy Przybyl, Treasurer Melissa Zamzow, and Clerk Ann Mosling. Resident Tom Mosling was also in attendance.

Chairman Young called the meeting to order at 7:01 pm, and attendees recited "The Pledge of Allegiance."

The Clerk verified that the meeting Agenda was posted on Tuesday, Nov 12th at these locations: 1) Town of Aurora website (www.townaurora.com), 2) Town Hall board, and 3) Town board located at Midway Gas and Oil. **A motion was made by Jeff, and seconded by Andy, to change the order of Business items 8.1 and 8.2 to address the Snow bids as the first order of business, and then approve the agenda accordingly, and proceed with the meeting. Motion carried.**

A motion was made by Andy, and seconded by Jeff, to approve the Minutes from the October 10, 2024 Regular Board Meeting enter them into the official record. Motion carried.

Officers' Reports:

A) Treasurer's Report:

The checking account beginning balance for **October 2024** was \$192,271.68.

Deposits: \$18,974.57, including \$25.78 in earned interest

Payments: \$24,093.09, with one outstanding check totaling \$30.00

The month-end cash on-hand balance was \$187,123.16.

YTD Receipts: \$1,072,612.54

YTD Disbursements: \$1,460,782.74

A motion was made by Andy, and seconded by Jeff, to approve the Treasurer's reports. Motion carried.

B) Clerk:

- Actual November receipts are very close to the budget, just missing the Charter Franchise deposit. Year-to-date income is \$1,560,786.03.
- November disbursements \$72,337.62 were over monthly budget, primarily due to: Hwy expenses, election expenses (extra inspectors for general election), roadside & lawn mowing salaries, SS, medicare and expenses (charged 1 month early), and the extra bill for Maverick to pump a resident's holding tank. I was able to charge that Maverick bill of \$240 to resident's real estate taxes through the county. YTD expenses are \$1,558,308.39, and we are currently -\$72,440.51 under budget.
- Aurora received from the WI DOR a "First Notice of Non-Compliance" after 4 consecutive years of non-compliance of meeting the requirement to have a total assessed property value of each major class between 90% and 110% of full value, which is defined as a property class that includes more than 10% of the full value of the taxation district. A second notice is issued after 5 years of non-compliance. After 6 years of non-compliance, DOR issues an Order for Supervised Assessment.
- 2024-2025 School District and State Levies have been received:

Waushara County	\$863,174.16	Moraine Park Technical College	\$90,545.31
Berlin School District	\$1,019,215.95	Fox Valley Technical College	\$79.03
Omro School District	\$934.67	DOR Town of Aurora Levy Limit	\$165,660
- 2025 Caucus: The terms of the town board positions are expiring soon. The Caucus is the method used by the town for nominating town board candidates to be placed on the Spring Election ballot. The Caucus is open to the public, but only qualified electors of the municipality may nominate and vote for candidates. A person is not required to be a registered voter in order to participate in the Caucus.
 - Each of the town board members stated they intend to run for re-election.

- The Aurora Caucus is scheduled for January 9, 2025 at 6:30pm. The regular monthly board meeting will directly follow the Caucus (approximately 7pm).

**C) Board
Business:**

1. Late snow bids were received by Devin Petit and RTR Leasing, Inc D.B.A. Ripon Truck Repair, and reviewed. **A motion was made by Andy, and seconded by Jeff, to accept the bid from RTR Leasing for time and material, with a flat rate fee of \$120 per hour. Motion carried.**
2. **A motion was made by Andy, and seconded by CJ, to pass the responsibility for the collection of dog licenses to the County Clerk in the new Ascent software for the 2024 tax collections payable in 2025. Motion carried.**
3. Discussion of a stated response to be submitted to the WEC about the Audit Report of Aurora's Accessibility to Elections, which is due Jan 10, 2025. Ann will submit the response.
4. Changes were made to the proposed 2025 operating budget for the Town of Aurora, and a resolution was reached. **A motion was made by Andy, and seconded by Jeff, to accept the 2025 Budget and present it at the upcoming Public Budget Review meeting scheduled December 12, 2024 at 6:30pm at the Aurora Town Hall. Motion carried.**
5. Road report and any necessary decisions pertaining to maintenance and improvement.

Current projects:

- a. 36th Ct/Allen Chikowski – send signed contract drawn up by Nate Olson/Olson Legal Group to the County Zoning Dept
- b. Remove 15-17 trees/brush in the road right-of-way and close to power lines, on the property of Doug Lane/W135 Cumberland Ave; temporarily close the road to traffic while work is being done – **completed**

Future projects:

- Blacktop town hall parking lot and make curbs/sidewalk (requirement for WEC election audit report)
 - Next year's seal coating projects / crack fill before seal coating if we have the money:
 - E. Waushara – from Retzlaff's to top of the hill, approximately 1 mile
 - Side streets off of E. Waushara
 - 32nd Dr (road to Walmart): ditching, need quote on overlay, roadway sagging at culvert (culvert itself verified OK)
 - 37th Ave
 - Street signs north of State Rd 21
6. **A motion was made by Andy, and seconded by Jeff, to approve the scheduled payments. Motion carried.**

As there was no further business, the meeting was adjourned at 8:30 p.m.

Ann Mosling, Clerk

TOWN OF AURORA
MINUTES OF REGULAR BOARD MEETING
Thursday, December 12, 2024

The Aurora Town Board met at the town hall on Thursday, December 12, 2024, at 6:52pm. Officers present were Chairman CJ Young, Supervisor I Jeff Toll, Supervisor II Andy Przybyl, and Clerk Ann Mosling. Treasurer Melissa Zamzow arrived shortly after the meeting started. Two representatives from Waushara County Emergency Services and resident Tom Mosling were also in attendance.

Chairman Young called the meeting to order at 6:52pm, and attendees recited "The Pledge of Allegiance."

The Clerk verified that the meeting Agenda was posted on Tuesday, Dec 10th at these locations: 1) Town of Aurora website (www.townaurora.com), 2) Town Hall board, and 3) Town board located at Midway Gas and Oil. **A motion was made by Jeff, and seconded by Andy, to move the treasurer's financial report to the end of the agenda, approve the agenda accordingly, and proceed with the meeting. Motion carried.**

A motion was made by Andy, and seconded by Jeff, to approve the Minutes from the November 14, 2024 Regular Board Meeting enter them into the official record. Motion carried.

Officers' Reports:

A) Treasurer's Report:

The checking account beginning balance for **November 2024** was \$187,153.16.

Deposits: \$53,270.78, including \$21.41 in earned interest

Payments: \$86,065.62, with five outstanding checks totaling \$1,925.00

The month-end cash on-hand balance was \$152,433.32.

YTD Receipts: \$1,125,949.33

YTD Disbursements: \$1,548,532.36

A motion was made by Andy, and seconded by Jeff, to approve the Treasurer's reports. Motion carried.

B) Clerk:

- Receipts: We received \$52,785.69 in shared revenue from the State in November. We are currently on track to close 2024 with a budget surplus. YTD receipts through November total \$1,613,821.03. December receipts will not yet be finalized until next month.
- Disbursements: The 2024 budget mistakenly carries a value of \$31,500 for Ambulance services, which is one reason why we are currently -\$71,228.13 under budget. This is extra money in the budget that will be carried into 2025. YTD thru November expenses total \$1,548,532.36
- Status of tax bills: The county had to reprint the tax bills due to an error caused by the clerk using an incorrect figure for the Town of Aurora Levy. Reprinted tax bills were picked up on Friday, Dec 7th. The inserts (TofA Newsletters and tax letters) are ready from the printer today. The treasurer will prepare the mailing this weekend, and tax bills will be mailed on Monday, Dec 16th.
- A worsening pothole on Cypress Drive near intersection with County X was reported by Carissa Boeck. Discussion: It's cold to fix right now. The county will need to fix w/ hot box but it's too expensive to have it done for one pothole. Andy will check it out, and fill it with gravel if necessary. There are other potholes also popping up with this cold snap in the weather. These will have to be monitored and also filled with gravel until the county is able to properly fix them.

C) Board

Business:

1. Waushara County EMS representatives came to discuss their EMS services available to Aurora. A new emergency station is located and operational in Poy Sippi, and other locations include Hancock, Wild Rose and Wautoma. All locations provide full-time critical-care services, staffed with advanced EMTs and paramedics, and a vehicle at each location. All EMS resources are shifted whenever the Poy Sippi ambulance is out on duty. The majority of Aurora can be reached from the Poy Sippi station within 15 minutes. Aurora is already paying approximately \$60,000 for EMS services through the county levy we are charged. CJ requested that the county conduct a test and

provide results for a test route from the Poy Sippi station to 36th Rd, south of the Fox River to determine response time, as that is likely the farthest location away from the station.

2. 2025 Town of Aurora Board Caucus: The terms of the town board positions are expiring soon. The Caucus is the method used by the town for nominating town board candidates to be placed on the Spring Election ballot. The Caucus is open to the public, but only qualified electors of the Town of Aurora may nominate and vote for candidates. An Aurora resident is not required to be a registered voter in order to participate in the Caucus.
 - Each of the town board members have publicly stated their intention to run for re-election.
 - The Aurora Caucus is scheduled for January 9, 2025 at 6:30pm. The regular monthly board meeting will directly follow the Caucus (approximately 7pm).
3. 2025 BOR training: Jeff or CJ will need to take training this year (2023 Ann; 2024 Andy & Missy). Ann will need to check if our existing 2022 training video is still compliant with state regulation, and purchase updated training material, if necessary.
4. Road report and any necessary decisions pertaining to maintenance and improvement.

Current projects:

- a. 36th Ct/Allen Chikowski – CJ: meeting with County Zoning on Wed, Dec 18th
- b. Pothole Cypress Dr near X intersection: Andy will check and fill in w/ gravel if needed until it can be fixed

Future projects:

- Blacktop town hall parking lot and make curbs/sidewalk (requirement for WEC election audit report)
 - Replace street signs south of Hwy 21/west of 49
 - Next year's seal coating projects / crack fill before seal coating if we have the money:
 - E. Waushara – from Retzlaff's to top of the hill, approximately 1 mile
 - Side streets off of E. Waushara
 - 32nd Dr (road to Walmart): ditching, need quote on overlay, roadway sagging at culvert (culvert itself verified OK)
5. **A motion was made by Andy, and seconded by Jeff, to approve the scheduled payments. Motion carried.**

As there was no further business, the meeting was adjourned at 8:24 p.m.

Ann Mosling, Clerk

TOWN OF AURORA
MINUTES OF BUDGET PUBLIC HEARING & MEETING OF THE ELECTORS
Thursday, December 12, 2024

A public hearing for the electors of the Town of Aurora was held at the Aurora Town Hall on Thursday, December 12, 2024, at 6:42 p.m to discuss and approve the 2025 Town of Aurora Budget. Town of Aurora board members present were Chairman CJ Young, Supervisor I Jeff Toll, Supervisor II Andy Przybyl, and Clerk Ann Mosling. Resident Thomas Mosling was also present.

The meeting Agenda was posted on Tuesday, December 10th at these locations: 1) Town of Aurora website (www.townaurora.com), 2) Town Hall board, and 3) Town board located at Midway Gas and Oil. **A motion was made by Andy, and seconded by Jeff, to approve the agenda and proceed with the meeting. Motion carried.**

Business:

After discussion, a motion was made by Andy, and seconded by Jeff, to approve the 2025 Town of Aurora Budget. Motion carried. The only changes made after the budget was initially approved by the board on November 22, 2024, and published, was to update the 2025 Budget with the “*Taxes: General Levy*” amount of **\$165,660** established by the WI Dept of Revenue, with a balancing value change to the “*Highway*” sub-budget within the Public Works budget.

REVENUES	2024 Budget	2025 Budget	% Change
Taxes:General Levy	\$ 165,153	\$ 165,660	0.31%
Other taxes	\$ 35	\$ 35	0.00%
Intergovernmental revenues	\$ 91,287	\$ 143,299	36.30%
Licenses & permits	\$ 730	\$ 850	14.12%
Public charges for service	\$ 200	\$ 200	0.00%
Intergovernmental charges	\$ -	\$ -	0.00%
Miscellaneous	\$ 11,861	\$ 11,056	-7.28%
Total Revenue	\$ 269,266	\$ 321,100	16.14%
Carryover applied	\$ 49,452	\$ 37,829	-30.72%
Total Available	\$ 318,718	\$ 358,929	11.20%
EXPENDITURES	2024 Budget	2025 Budget	% Change
General government	\$ 65,785	\$ 85,680	23.22%
Public safety	\$ 65,552	\$ 71,107	7.81%
Public works	\$ 158,056	\$ 145,542	-8.60%
Health & human services	\$ 2,300	\$ 2,600	11.54%
Conservation & development	\$ -	\$ -	0.00%
Miscellaneous	\$ 25	\$ -	0.00%
Total Expenditures	\$ 291,718	\$ 304,929	4.33%
Reserve for Firetruck	\$ 12,000	\$ 34,000	64.71%
Reserve for Contingencies	\$ 15,000	\$ 15,000	0.00%
Reserve for Computers	\$ -	\$ 5,000	100.00%
Total Reserves	\$ 27,000	\$ 54,000	50.00%
Total Expenditures & Reserve	\$ 318,718	\$ 358,929	11.20%

A second motion was made by Andy, and seconded by Jeff, to approve the 2025 Town of Aurora Levy of \$165,660 as established by WI DOR without change. The levy was approved by the town electors present. Motion carried. As there was no further business, a motion was made by CJ, and seconded by Andy, to adjourn the meeting at 6:45pm.

Ann Mosling, Clerk