

## January 23rd, 2023 OFFICIAL MINUTES

The Lorraine Town Board opened their Agenda-Rescheduled from January 12th of 2023 meeting at 6:00p.m. at the Municipal Building.

Present were: Town Supervisor Sandra Clark, Councilperson Rachel Pitkin, Councilman David Johnson, Councilperson Karen Peebles, Councilman Gordon Hutton, Highway Superintendent Joe Wasilewski, and Town Clerk Sarah Edington.

Citizens present were:

### Organizational Tasks for 2023

#### Designations

- A. **MOTION #13 of 2023** was made by Supervisor Sandra Clark and seconded by Councilman Gordon Hutton to continue banking with Watertown Savings. All in favor. Motion carried.
  - B. **MOTION #14 of 2023** was made by Supervisor Sandra Clark and seconded by Councilperson Karen Peebles to continue working with Johnson Newspaper. All in favor. Motion carried.
  - C. **MOTION #15 of 2023** was made by Supervisor Sandra Clark and seconded by Gordon Hutton to continue with David Geurtsen at Town Attorney. All in favor. Motion carried.
2. **RESOLUTION #2 of 2023** was made by Supervisor Sandra Clark and seconded by Councilperson Karen Peebles for regularly scheduled meetings set for 2nd Thursday of each month, starting bills at 6:45 and open meeting at 7:00p.m. All in favor. Motion carried.
3. Appointments-
- A. Revisit vacancy for deputy town clerk.
  - B. **MOTION #17 of 2023** reappointment of Anthony Cronk was made by Supervisor Sandra Clark and seconded by Councilperson Karen Peebles. All in favor. Motion carried.
  - C. **MOTION #16 of 2023** was made by Councilperson Rachel Pitkin and seconded by Supervisor Sandra Clark for a wage increase for Cleaning Person. All in favor motion carried.
  - D. Justice Randy Hanson will have a volunteer Justice Clerk, Darcy Pitkin.

4. **RESOLUTION #3 of 2023** was made by Supervisor Sandra Clark, and seconded by Councilperson Rachel Pitkin for authorization for pre-payment of bills by Supervisor for phone/Internet and electricity/Street lighting. All in favor. Motion carried.

#### 5. Fee changes

- A. The Planning board proposed an increase in fees, and the Town Board voted against it.
- B. Supervisor Sandra Clark proposed fee changes to cemetery costs.
- C. Dog license fees need corrections.
- D. **Motion #18 of 2023** to submit changes was made by Supervisor Sandra Clark, and seconded by Councilman Gordon Hutton. All in favor. Motion carried.

## 6. Review of policies/changes.

- A. Procurement policy no change needed
- B. Affirmation of Town Policies- addresses need changing, a subject matter list will need to be made. The Town Clerk needs a copy of the Policy Book. B.A.R. Organizational meeting chairperson will need to hold two meetings per year.

7. Sexual-harassment training for 2023 Angie Kimball suggested a link for those who still need it.

8. Oaths of office Justice Randy Hanson has signed his oath of office.

### Unfinished business- recap from last meeting

- 1. Assessor complaint. - Supervisor Sandra Clark will speak with him next meeting and request attendance each quarter.
- 2. Establishment of equipment fund- Angie Kimball sent supervisor Sandra Clark information.
- 3. Home rule legislation for Highway- Highway Superintendent, Joe Wasilewski would like to see it done soon before the first part of the session in Albany. **RESOLUTION #4 of 2023** to sign was made by Supervisor, Sandra Clark, and seconded by Councilperson, Rachel Pitkin. All in favor.
- 4. Fire contract-
- 5. Justice, Grant- no new updates
- 6. Townwide Revaluation- supervisor Sandra Clark will speak with Jim Rounds and Roxanne Burns.

### New business

- Scheduling audits.

A. Judge Payne requested February.

B. Supervisor Sandra Clark scheduled a special meeting March 22 at 6 PM.

C. Town clerk scheduled March 9 6:30 PM.

- 1. Wish list for this year.
- 2. A. Security upgrades and new batteries have been found.
- 3. B. Judge Randy Hansen requested Internet modem be relocated
- 4. C. Building repairs. Overhead doors replacement. Councilperson, Karen Peebles requests a quote. Supervisor, Sandra Clark suggested floor and windows. Highway Superintendent Joe Wasilewski suggested roof repair.
- 5. D. Welcome signs into town - four signs need replacement.
- 6. E. Making sure purchases are tax exempt. Supervisor, Sandra Clark will attempt to rectify money lost.

**Highway Superintendent:** county has plenty of work lined up Highway Superintendent Joe Wasilewski would like to bid out mowing for cemetery part time but would like to see it done every week.

**MOTION #20 of 2023** was made by Supervisor, Sandra Clark, and second by council person, Rachel Pitkin to exit out of the regular meeting at 7:21p.m. All in favor. Motion carried.

**MOTION #21 of 2023** was made by Supervisor Sandra Clark, and second by Councilman Gordon Hutton to go into executive session to discuss employee discussion at 7:22p.m. All in favor. Motion carried.

**MOTION #23 of 2023** what is made by Supervisor Sandra Clark, and seconded by Councilperson Rachel Pitkin to go out of executive session at 7:29 p.m. All in favor. Motion carried.

**MOTION #24 of 2023** was made by a Councilperson, Rachel Pitkin, and seconded by Councilperson, Karen Peebles to go back into regular meeting at 7:29 p.m. All in favor. Motion carried.

**ADJOURNMENT: MOTION #25 of 2023** at 7:29p.m. was made by supervisor Sandra Clark, and seconded by councilman Gordon Hutton. All in favor. Motion carried.

Respectfully submitted by Town Clerk, Sarah Edington