

Town of Perry
Minutes of Town Board Meeting
Tuesday, July 10, 2012
Perry Town Hall

1. Call to order. Chairman Pat Downing called the meeting to order at 7:35 PM. Supervisors Roger Kittleson and Mick Klein Kennedy, Treasurer Stephanie Zwettler and Clerk Mary Price were present. Also in attendance: Steve Ligler, Gamze Ligler, Ken Bartz, Norbert Haag, Lynette Gebben, Katherine Kramer, Duane Iverson, Howard Kietzke, Ryan Oehlhof, Barrett Browning, Brent Radke, Alice Yaeger.

2. Minutes of Previous Meetings – June 12, 2012. Roger Kittleson moved and Mick Klein Kennedy seconded a motion to approve the minutes of the Town Board meeting held on June 12, 2012 as amended. Motion carried.
Clerk's report. Clerk Mary Price reported: the Recall election – last reports were processed on June 25; an open records request to inspect all ballots is in review by Dane Co. corporation counsel; August 14 Primary absentee ballots were mailed by the June 28 deadline; Special Deputy Registrar training will be held by Dane Co. on July 11; Open Book session was held on June 26 and assessor's staff have resolved questions; submitted exempt parcel report to DOR; Board of Review will be held Monday, July 16; Dane Co. Treasurer will contact municipalities for the DOR Lottery Credit audit; attended Dane Co. Emergency Management training June 20 and teleconference July 4; posted Burn Ban Notice July 4; attended Voss parcel court hearing June 27; forwarded info. for open records request for five years of financial records to the Town's attorney for response.

3. Financial Report:
 - a. Treasurer's Report. Treasurer Stephanie Zwettler presented the monthly Treasurer's report. Barrett Browning requested information on the process to record tire fees collected at the Recycling Center and advised written financial reporting for cash transactions such as tire fees. Treasurer Stephanie Zwettler will review this suggestion.
 - b. Pay Bills due. The Board reviewed the invoices presented for payment. Roger Kittleson moved and Mick Klein Kennedy seconded a motion to pay the bills. Motion carried.
 - c. Premier Co-op propane contract. The Board reviewed the propane contract submitted by Premier Co-op. Roger Kittleson moved and Mick Klein Kennedy seconded a motion to approve the Premier Co-op contract for 1,200 gal. of LP gas at 1.299/gal. to be delivered in 2012/2013 heating season. Motion carried.

4. Land Use:

CARPC Dissolution Resolution. The Board reviewed information provided by Dane Co. Towns Association, CARP, etc.

Accessory building permit process. Chairman Pat Downing explained current Dane Co. Zoning permit process and requirements. Roger Kittleson moved and Mick Klein Kennedy seconded a motion to request an accessory building permit criteria recommendation from the Land Use Committee. Motion carried.

5. Comments by Town residents. Alice Yaeger reported that she installed new curtains in the Town Hall foyer.

6. Annual Meeting resolutions research reports, audit estimates. Roger Kittleson reported that he contacted with Johnson Accounting, Blanchardville and obtained an estimate for a one year audit - \$2,500.00 and five year audit or review - \$9,000.00 – 12,000.00; no advantage to accrual accounting method and very confusing; notes could be added to financial statements. Mick Klein Kennedy reported that he contacted UW Prof. Alan Probst and was referred to UW Extension Bill Rizzo who advised the Town to seek all advice from a CPA/auditor such as other jurisdictions' auditors. Mick Klein Kennedy moved and Roger Kittleson seconded a motion to request further information to determine audit criteria from adjoining jurisdictions. Motion carried. Supervisors Kittleson and Klein Kennedy will survey clerks and clerk/treasurers for audit practices, accounting methods and audit firm referrals.

Barrett Browning reported that the Wenger firm advised against a five year audit; typical audit is one year – estimate \$7,000.00.

7. Hauge Log Church Historic District Park - legal cases updates & planning. Chairman Pat Downing reported Judge Remington's favorable actions to the Town at the June 27 Voss parcel hearing. Steve Ligler requested additional information about the status of negotiations in pending legal case. Supervisor Roger Kittleson reported that he has not been contacted to attend negotiation sessions.

8. Committee reports: appointments – Land Use Committee terms – Chairman Pat Downing explained the intent for staggered terms on the Land Use Committee. Mick Klein Kennedy moved and Roger Kittleson seconded a motion to confirm the extension of Dean Vogel and Ken Hefty's terms on the Land Use Committee to April, 2014. Motion carried.

Parks and Open Space project updates. Clerk Mary Price reported that the Parks and Open Space Committee will meet on July 24. Authorize equipment purchases - Mick Klein Kennedy moved and Roger Kittleson seconded a motion to approve authority for Parks and Open Space Committee to purchase up to \$2,200.00 for playground equipment. Motion carried.

9. Roads, Equipment, Facilities. Ken Bartz offered to monitor Wisconsin Surplus online auctions for supplies and to contact the Patrolman with information. Clerk Mary Price reported that Overland Road and Tyvand Road sealcoating has been completed. Ryan Oehlhof advised that the Kittleson Road resurfacing contract should have been awarded to Payne & Dolan and the project should be re-bid. Chairman Pat Downing reported that the Town received a letter via email to the Clerk from Construction Business Group's attorney on July 10, 2012 and the letter has not been reviewed by the Town Board. Roger Kittleson moved and Mick Klein Kennedy seconded a motion to request a review and advice from Atty. Mark Hazelbaker, and if Atty. Mark Hazelbaker is not available to request a review and advice from Atty. Mark Rooney. Motion carried.

10. Announcements. The Board of Review will be held on July 16, 2012.

11. Adjournment. Mick Klein Kennedy moved and Roger Kittleson seconded a motion to adjourn. Motion carried. The meeting adjourned at 9:45 PM.

Respectfully submitted,

Mary L. Price, Town Clerk
