

STILES TOWN BOARD MEETING – Wednesday, September 11, 2024

Stiles Town Board held its monthly meeting Wednesday, August 14, 2024, at 6:00 P.M. in the Stiles Town Hall. Supervisor Telford called the meeting to order at 6:00 P.M. and roll call done.

Present: Chairman Flynn, Supervisors Sonesen and Telford, Clerk Patton and Treasurer Gillum

Call to Order and Roll Call Called to order by Flynn @ 6pm

1. **Pledge of Allegiance** Led by Telford
2. **Approval of Agenda** Motion by Telford, Seconded by Sonesen, motion carried
3. **Approval of Previous Meeting Minutes** Motion by Telford, Seconded by Sonesen, motion carried to amend minutes, Motion to approve amended minutes by Sonesen, seconded by Telford, motion carried
4. **Treasurer's Report** Treasurer Gillum presented
5. **List of Bills for Payment – Amend budget if necessary.** Motion to approve bills by Sonesen, seconded by Telford, motion carried.
6. **Culvert/Driveway Permits**
7. **Public Comment – Speakers may comment on any subject and may be limited to 3 minutes.** A towns person asked a question on Guelig Rd., update on speed sign ordering was a moveable one, this is still be looked into; first aid kit requested to have on site, question on address changes for voters.
Old Business
8. **Raze Order for Garage/Trailer – 6231 Hwy 22** Trailer is down, garage is still standing
9. **Railroad Cross at Duame Rd – Status update** No update at this time, Terrah is still working on
10. **Junk Yard Permit Fee – Research Results, Adjustment, Iron Yard Partial Refund** Flynn - \$250 fee was required as a special meeting was also required, a special meeting is no longer required, only one board member needs to do the inspection, and a town permit is required, recommendation to change fee to \$75. Motion to amend the fee from \$250 to \$75, Motion by Sonesen, seconded by Telford, motion carried. Motion by Sonesen to make the fee rate adjustment retroactive and apply to the permit issued in 2024, Motion by Sonesen, seconded by Telford, motion carried.
11. **Board of Review Preparations – Alternates identified?** Bob Telford to send email to Planning Commission members. Mtg: Thurs Oct 10th at 5pm
- a. REMINDER TO CONTACT R&R ASSESSING WITH YOUR QUESTIONS
12. **Converting Clerk & Treasurer from Elected to Appointed – Review why this change is good** Sonesen went over why this would be a good change, Appointed positions salaries set by the board; will add info as to what would change and what would not
13. **Elected Officials serving as Town Employee – Process to implement** Can do at November meeting
14. **Ordinances/Resolutions: Finance: Overpayments Policy, Alt Claims (Bill Pay) Process, Tax Refunds Process, Expense Reimbursements. Roads: Standards /**

Right-of-way permit. Overpayments process for \$10 & under Motion by Sonesen, seconded by Telford to approve Resolution R2024-04 to only issue a refund for \$10 and under if requested. Motion by Sonesen to approve Ordinance O2024-09 for alternate claims/bill pay process, seconded by Telford, motion carried. Tax Refunds update by Gillum, checks out in 15 days, tax bill and tax roll transferred to the county in January. Expense reimbursement – Sonesen. Motion to approve Resolution R2024-05 to approve adopting a policy for expense reimbursement, Motion by Sonesen, seconded by Telford, motion carried. Roads – Telford: Road ordinance will merge with what Bob is working on.

15. Yukon road/driveway Flynn will work on driveway permit, will contact Paul and verify no culvert is needed, keep on agenda

New Business

16. 6495 Tappa Rd – McKayla & Bernie Beyer temporary trailer Motion by Telford to approve permit for Trailer to be placed on property until new home is built, seconded by Sonesen, motion carried.

17. 6822 Luisier Ln – Two Garbage Fees Error Confirmed mobile home removed in 2017, resident wants records updated and refund for 2018-2024, Motion by Telford to issue refund of \$324, seconded by Sonesen, motion carried

18. Appointments for Additional Election Workers Obtain list from Kim @ County for October meeting

19. Ordinances/Resolutions/Permits: Split Shifts for election workers, Fee Schedule – NSF, Spec. Assess. Requests, Junk Yard Permit Fee, ROW Permit Motion by Sonesen, seconded by Telford for split shifts for pole workers, motion carried. Amendments to the Fee Scheduled to be made Motion for ROW Permit Fee \$500/\$50 admin fee by Sonesen, seconded by Telford, motion carried; Special Assessment letter fee \$25 – Motion by Sonesen, seconded by Telford, motion carried; Junkyard Permit Fee - \$75. Raising NSF Fee from \$25 to \$35. Motion by Sonesen to approve Resolution R2024-06 for the Updated fee schedule, motion by Sonesen, seconded by Telford, motion carried.

20. Supervisor Sonesen – Upcoming Resignation / Looking for Replacement

Supervisor Sonesen will be resigning at some point in the upcoming future, plans are to stay on for the first half of October. A special board meeting will need to be held to hand off her work. Sonesen will remain on the Ambulance for the time being.

Note from Supervisor Sonesen: It has been an honor to serve the Town of Stiles, and I am grateful for the trust you have placed in me. This decision was not made lightly and does not reflect upon the Town, the Board, or any specific circumstances. I am extremely proud of not only the progress we've achieved together over the past few years, but the strong foundation we've built as a team in our collaborative efforts to better this community. While I must step down from this position to attend to other priorities in my life, the exact timing of my resignation will depend on finding a suitable replacement and/or developing a successful transition plan. I remain committed to ensuring a smooth handover and will continue to provide support throughout this process. If you are interested in learning more about this position, please contact any of the current board members. Thank you for the opportunity to serve.

Adjournment Flynn adjourned the meeting at 9:01 pm

THESE MINUTES ARE UNAPPROVED UNTIL THE NEXT TOWN BOARD MEETING.

Posted: Terrah Patton, Stiles Town Clerk – 10/9/2024

Town Hall (5718 Watercrest Rd, Lena) and Town Website (www.townofstiles.org)