

2013 Annual Meeting Minutes
Tuesday, April 16, 2013 at the Rockland Town Hall
Called to order at 7:30 p.m.
Adjourned at approximately 9:04 p.m.

The Clerk, Deputy Clerk, Treasurer and all Board members were present together with 19 electors; 2 landowners; Steve Cohen and John Brittnacher from Greenleaf Fire Department; Dave Krutz, Jr., and Tara Krueger from Greenleaf Wayside Bank. Chairman Cashman verified with Clerk Carter that this meeting was properly noticed; the agenda was presented by Chairman Cashman after the pledge of allegiance was recited.

Prior Minute Approvals

Clerk Carter read the minutes from the April 10, 2012 Annual Town Meeting.

M/M by Terry Vertz to approve the minutes as presented; seconded by Ed Schuh. Motion carried by 19-0 hand vote.

Clerk Carter read the minutes of the November 26, 2012, special town meeting.

M/M by Dave Stubenvoll to approve the minutes as presented; seconded by Barb Zambon. Motion carried by 19-0 hand vote.

Set Date for 2014 Annual Meeting

M/M by Ed Schuh to hold the 2014 Annual Meeting on Tuesday, April 15, 2014, at 7:30 p.m.; seconded by Terry Vertz. Motion carried by 19-0 hand vote.

Fire Departments Report

Chairman Cashman explained that the Morrison Fire Department serves the Town of Rockland from Highway PP to the east; the Greenleaf Volunteer Fire Department serves the Town of Rockland from Highway PP to the west. He noted that Joe Daul serves as the current Fire Chief for Greenleaf and that Bill Lasee serves as the current Fire Chief for Morrison.

Chairman Cashman stated that the town does not issue controlled burning permits so all residents should be responsible by ensuring they have enough equipment, help, and a cell phone when burning. Residents are asked to NOT call the community dispatch or fire chief to inform them of a controlled burn but are reminded to be visible so someone driving by can see that the fire is being attended to.

Steve Cohen and John Brittnacher, from the Greenleaf Fire Department, informed residents of the following:

- 1) John explained that there is a new radio system in Brown County because the FCC required a 10 frequency narrowband system. The existing county system was built in the 1950's and only had a five frequency narrowband system. Consequently, these updates triggered the replacement of most of their radio equipment. The county and the respective fire departments are currently testing this new equipment in their fire jurisdiction. There are now eight towers in the county. Each tower receives the transmission (from a truck radio) and two or three towers receive the

transmission (from a hand held radio). The system then takes the best transmission and sends it out of all eight towers. Steve explained that this allows their fire department to communicate with many other fire departments. Additionally, it helps a firefighter to communicate (by pushing an emergency button on radio) if he/she is in danger and notifies the communication center. The Greenleaf Fire Department spent \$146,000 on radios this past year. Each hand held radio costs \$4,000/each and each fire officer's radio cost \$5,000/each. The county is planning on hoping to go live with this radio system by July 1, 2013. Steve expressed how easy it will be to communicate via hand held radio versus the cell phones they had been using. Under this new system, every fire department in Brown County will be working together to help each other out.

- 2) There was discussion regarding the recent house fire on County Highway ZZ. John explained that as their fire equipment continues to get bigger, it is difficult for them to get up longer, narrower, winding driveways. In the case with the property located on Highway ZZ, they needed to use relay pumping since their 5' wide hoses are only 200' long and the driveway was about 400' long. Steve mentioned that the Town of Wrightstown has had a few issues regarding driveways. He suggested the possibility of working on a case by case basis with the homeowner to ensure that trees/branches are not in the way and that there is a turnaround if the driveway is too long.

Bob Gerbers asked what the width of a driveway should be. John thought the Town of Wrightstown had something on their website on this issue. He reminded residents that the majority of issues would be addressed if the driveway would be 200' or less. John explained that it takes a great deal of time and energy to add the additional hose length and bring the equipment that distance which then prevents them from fighting the fire right away.

Steve stated that possibly the Rockland Board could talk with the Town of Wrightstown to determine how they are addressing this issue. He stated that they could work with the Rockland Town Board and homeowner to work the issue out.

Glen Schwalbach stated that some of the towns up north require 20' wide driveways and 20 feet high clearance. John said that 10 feet wide would be suffice. It is the curves that make it difficult to get to the house.

Bob Gerbers asked the Greenleaf Fire Department to provide a list of properties that may cause potential difficulties if a fire occurs. Chairman Cashman stated that the board should probably discuss with the Town of Wrightstown to see how they are handling the issue and then meet with the Greenleaf and Morrison Fire Departments.

The question was asked whether they are using GPS to locate properties. John stated they are not.

Chairman Cashman asked if there was a state statute requiring a fire address on the property. They were not aware of any requirement. They just asked that property owners place the address on each side of their mailbox and that they be larger than 1" in size so that they see it.

Chairman Cashman thanked the Greenleaf Fire Department for their service to the Town of Rockland.

Approval of 2012 Annual Report

Chairman Cashman presented the Annual Report going over receipts and disbursements page by page. He mentioned that the Town had signed a new three-year contract with Harter's Disposal and that there

were a few issues this past winter but other than that had done a nice job. He also mentioned that all banking for the town was done through Greenleaf Wayside Bank.

He then broke down the general fund balance by explaining what each fund (Bridge Fund, Road Escrow, Capital Improvement, Segregated Funds, and New Home Security Deposits) included and was used for:

- 1) The 2012 bridge fund expenditure was for culvert replacements. He stated that the four bridges in the town are still in good shape.
- 2) The 2012 road escrow balance was for the cul-de-sac at Winding Wind if the road was ever extended.
- 3) Chairman Cashman also explained that the new home security deposit balance is for security deposits collected in case damage was done during the construction process. He stated that there are some funds that are sitting in this account that have not been refunded. The Deputy Clerk and the Zoning Inspector are currently researching how these funds should be handled. Bob Gerbers indicated that the state uses a two-year period for completion. That might be the time period the Board could use for security deposit refunds.

Chairman Cashman explained that the town hall is paid off and that there are two loans for roads that are still outstanding.

Chairman Cashman mentioned that the Town Board's salaries remained the same in 2012. The appointed clerk is presently receiving \$15.60/hour based upon a twenty hour week but will become a salaried position when she becomes the Town Clerk after tonight's meeting.

Barb Zambon asked what happens when the Clerk works more than 20 hours/week? Supervisor Van Vonderen explained that appointment is for one year term while the clerk records the number of hours that she is actually working. Thereafter, these will be reviewed after the year to make sure the Clerk is being properly compensated and the number of hours worked is accurate.

Supervisor Van Vonderen also explained that the Clerk would now have office hours. They have not been set yet, but Deputy Clerk Charette expressed that she would be at the office on most mornings, except Thursdays.

Chairman Cashman stated that checks are signed by himself, Treasurer and Clerk. No audit is required but the Board did review both the Clerk's and Treasurer's books.

As a review of the 2012 Building Permits report was done, Chairman Cashman stated that in 2012 there were seven new homes built in the town.

M/M by Steve Gander to approve the Annual Report as presented; seconded by Don Van Deurzen.
Motion carried by 19-0 hand vote.

Quarterly newsletter status report

The Rockland Newsletter is currently in its 13th year and is printed quarterly in March, June, September, and December. Thank you to Karen Cashman and Dorothy Cashman for their commitment and service to the Town in making the newsletter a great success! These duties are now being transferred to the Town Clerk beginning in June.

Advertising costs \$100/year or \$25/each quarter and additional sponsors are needed. There was discussion about how some residents have requested an electronic version of the newsletter.

Kory Dereene asked whether the current newsletter was posted on the Rockland website. The answer was no.

Deputy Clerk Charette will be working on creating a list of residents who would prefer an electronic copy versus a paper copy and indicated that the newsletter will be placed on the website, as well, if possible.

Bridge Petition: Discussion regarding 2012 contribution

There are four bridges within the Town. The lowest rated bridge continues to be the Ryan Road Bridge which is holding at 75%. Chairman Cashman explained that in 2012 there were no major repairs made to bridges. Besides bridge repair, the money can be used to replace culverts larger than 3 feet in diameter. This includes the culvert, gravel, hard surface over it, and labor.

Terry Vertz asked whether there were any problems with the County holding the bridge funds.

Chairman Cashman explained that there were some towns holding hundreds of thousands of dollars sitting in the account. The county does not want towns using this fund as a savings account. Chairman Cashman explained that we are one of the smaller accounts.

Supervisor Van Vonderen explained that beginning in 2012, the County began charging a service charge not to exceed 5% when we use the funds. She stated that they collect the interest and now charge a service fee as well. Chairman Cashman said that service charge was about \$988 in 2012.

Steve Gander asked how much was spent last year installing new culverts. Chairman Cashman stated it was over \$19,000 last year.

M/M by Steve Gander to place \$15,000 in the bridge fund for this year with the County matching; seconded by Bob Gerbers. Motion carried by 19-0 hand vote.

Bob Gerbers asked about the bridge on ZZ. Chairman Cashman explained that this is a county highway and will be handled by them. They have made some temporary fixes to it but it will probably be about two years out before it gets replaced.

Garbage / Recycling report

Mary Van Dyck stated that we are required to collect 82.4# per capita for recycling and we are currently collecting 208.45# per capita. Great job to the Town of Rockland residents! In 2012, there was \$6,355.35 collected from recycling sales. We also received a grant for \$2,873.58. Population is now 1735.

Chairman Cashman stated that we did sign a new contract with Harter's Disposal. He reminded residents to have their bins out by 6 a.m. each Monday. If they are missed, they should contact Harter's at 1-888-804-8556.

Chairman's Report

Clean-up day is this Saturday, April 20, 2013. Please clean up ditches along your property. Any garbage picked up should be put in regular Monday garbage.

The annual rummage sale is on April 27, 2013 from 8 a.m. to 3 p.m. Currently, there are 16 homes signed up. Anyone interested in still signing up can contact Dorothy Cashman.

Rockland is in its second year of the joint Municipal Court with other towns. Rockland is in the process of reviewing fees for citations. In 2012, no citations were issued. Chairman Cashman stated he would rather work with the homeowner to resolve the issue rather than issue a citation. Chairman Cashman stated you can hire extra protection in the town (i.e. for speeding) at \$45/hour.

Dave Stubenvoll asked who keeps the money for such citations? Chairman Cashman indicated that the town collects a portion and the court collects a portion.

Chairman Cashman stated that the snowplowing expenditures will be over budget due to the weather this year.

The roads tour will be held at the end of this month and the Board will then determine which to repair in May. Chairman Cashman is aware of the potholes located on Morrison Road south of Shirley road and Wrightstown Road near Highway 57.

Last year, Chairman Cashman put up some new street signs. The new signs run \$200-250 to replace. If residents notice anyone tampering, please report to the Sheriff's Department. Clerk Carter stated that under the town's insurance policy, there is a reward of up to \$5,000 for information leading to the arrest and conviction of someone causing theft or damage to town property.

Chairman Cashman mentioned that there has been damage to property at Ledge Crest Road and Old Ledge Drive and theft of signs. He stated that residents should take the license plate number and report it to the police if they witness anyone doing so.

Chairman Cashman stated that they will be taking an inventory of traffic signs this year. Supervisor Schwalbach explained the federal requirement for reflectivity of traffic signs. He explained the town could use a meter which runs about \$5,000 or use someone of his age, since the law requires that the person checking be over a certain age, when checking the reflectivity. Chairman Cashman said that there are a number of faded signs that will be replaced this spring or summer.

Kory Derenne asked how to notify the town about potholes. He reported a rather large one located on Old Military between Midway Road and Highway 57. Chairman Cashman stated that by this time of year, Carter Excavating would have been sent out to temporarily fill the pothole. However, the weather has not been conducive for doing so. Chairman Cashman is hoping within the next week they can be temporarily filled.

Dan Jellinek asked about the condition of Tower Road. It indicated the road is quite rough and it does not seem that the contractor did a good job at compacting it. Chairman Cashman stated that a two coat system was used. He was aware of one rut in the road caused by a local farmer. He stated that the Board will take a look at the road when they do their tour later this month.

Chairman Cashman stated that the town has 42 miles of road to care for. Each year prices go up and the Board tries to keep the taxes the same. He indicated that the Town is doing the best it can with the limited number of funds we have and receive. The TRIP money that was used for Tower Road is available to four out of twelve towns every two years. Since Rockland received this grant recently, it probably can't expect that again any time soon.

Supervisor Van Vonderen stated that one of the things the Board has begun doing is putting shoulders on roadways and it has had made a difference. She explained that each year after taking road tour, the Board has to prioritize which roads to repair with the limited number of funds available. The Board recognized that each year, it had some of the same roads on it. So as the Board reviews these repeat roads, a smaller road might get lowered on the list.

Kory Derenne of Stonewall Drive asked if the Board take a look at the drainage issues. Chairman Cashman is aware of the culverts needed to be expanded and will take a look at this issue when the Board takes its tour later this month.

Bob Gerbers asked about whether the bridge fund covers the guard rail on Old Martin. Chairman Cashman said no.

Other public comment

Clerk Carter stated that if anyone has a Wittenberg garbage cart that she has Harter's stickers to place on their carts in the town hall office.

Mike Seiler expressed his appreciation to the Board and especially to Clerk Carter for her eight years of service to the Town of Rockland. Chairman Cashman and the rest of the Town Board reiterated their appreciation to Clerk Carter and presented Clerk Carter with a card and gift.

Chairman Cashman also thanked Dave Krutz, Jr., and Tara Krueger from Greenleaf Wayside Bank for the refreshments they provided.

M/M by Dave Stubenvoll to adjourn; seconded by Karen Cashman. Motion carried by 19-0 hand vote.

All minutes have been taken truthfully and honestly and to the best of my knowledge and ability.

Jann Charette
Town Clerk

Minutes approved as written / with corrections (**strike one**) by the Town Electors on Tuesday, April 15, 2014.

Town Elector _____