

TOWN OF WESTPORT

TOWN BOARD - Monday, May 4, 2020

The regular semi-monthly meeting of the Town Board was called to order at 7:02 p.m. by Chair Grosskopf using video conferencing via GoToMeeting.com. Members present: Cuccia, Enge, Grosskopf, Sipsma, and Trotter. Members absent: None. Also Present: Tim Wohlers, Bob Anderson, and Tom Wilson.

There was no Public Comment On Matters Not On the Agenda. The minutes of the April 20, 2020 regular meeting were approved as presented on a motion by Sipsma, second Cuccia.

For operator licenses items, Cuccia inquired as to how staff is handling notaries for operator license applications at this time during the pandemic, and Wilson explained that since State law no longer required application signatures to be notarized, staff was allowing just signatures if a notary was not available to the individual.

For a brief Engineer Report, Wilson provided the Board with an update on the status of the construction for the CTH M Trail, Mary Lake neighborhood road work, and that there will be more discussed later in the meeting.

After presentations by Wilson and Anderson, questions by the Board members, and a lengthy discussion on Town Highway Construction/Maintenance/Capital Purchases as proposed by Staff based on previous Board input, it was determined to proceed with obtaining proposals to borrow \$400,000 more than previously approved to do more highway work due to the lower costs of both borrowing and maintenance, and to approve adding the Auchter and Shamrock projects as proposed, the FEMA projects as proposed including the additional needed maintenance on the west Woodland Drive project, confirming the plow truck purchase from the previously approved capital purchase plan, adding the proposed Maria Way road work south of Riveredge, and for staff to come back with recommendations on projects to utilize the approximate \$250,000 that would remain after borrowing, on a motion by Enge, second Trotter.

Wilson then presented various work and staffing items related to the COVID-19 Emergency Declarations, including an upcoming likely option offered by the State and County to defer second installment property tax payments.

Grosskopf and Wilson reported on items before the plan commission/committees. The Audit Committee recommended payment of bills as presented by Wilson after questions were answered.

For Administrative Matters raised, Wilson advised that staff is working on some parking issues along Bluebill Park Drive and will come back to the Board if action or posting is needed. For Miscellaneous Business or Forthcoming Events raised, Wilson reminded the Board members that the Board of Review will hold an initial meeting to adjourn on May 18, and will have its first meeting and hearings on July 15 at 5:30 p.m.

Current bills were paid as presented by Wilson and recommended by the Audit Committee after questions were answered on a motion by Sipsma, second Enge.

Board of Review training by Wilson for the Board members then took place as required every other year. Wilson (who is trained to train others as certified by the DOR) went through the training materials, and advised the Board members that staff will be assisting with their training affidavits.

Motion to adjourn by Sipsma, second Cuccia. The meeting adjourned at 8:38 p.m.

Thomas G. Wilson
Attorney/Administrator/Clerk-Treasurer