

TITLE: Town of Berry Board Meeting Minutes  
DATE: December 16, 2019  
TIME: 7:00 – 8:16 p.m.  
PLACE: Town Hall, 9046 State Road 19, Mazomanie, WI 53560  
POSTINGS: Town Hall and Town of Berry website

I. CALL TO ORDER – ROLL CALL: The meeting was called to order at 7:00 p.m. Board members present: Anthony Varda, David Evert, Michael Statz, Joe Kruchten and Duane Haag. Also present Clerk, Brenda Kahl.

II. APPROVE MINUTES OF NOVEMBER 18, 2019

**Motion** Haag/Evert to approve the minutes of November 18, 2019. Motion carried. Vote 5-0

III. PUBLIC COMMENTS: You may address the Board on any item not on the agenda. A discussion item may be placed on a future agenda. Public comment may be heard on any agenda item either now, or at the time the agenda item is to be discussed, or at the discretion of the Town Chair at any other time the agenda item is discussed.

IV. PATROLMAN REPORT, IF NECESSARY

Patrolman did not attend.

V. DISCUSSION/ACTION RE: REVISING ADMINISTRATIVE FEES POLICY 113.4, DOG LICENSES

**Motion** Kruchten/Varda to approve revising Administrative Fees Policy 113.4. Motion carried. Vote 5-0

VI. DISCUSSION/ACTION RE: APPOINTMENT OF ELECTION INSPECTORS

**Motion** Varda/Haag to appoint the following election inspectors: Dorothy Seston, Bob Agee, Debra Belongea, Dixie Johnson, Ken Johnson, Marilyn Pauls, Kathy Bladl, Josephine Grosch, Joan Paar, Deb Pienkowski, Lois Fitzsimmons and Bonnie Dauck. Motion carried. Vote 5-0

VII. DISCUSSION/ACTION RE: RE-FORMALIZING THE BANKING ACCOUNT REVIEW

**Motion** Kruchten/Haag to approve Bank Account Statements Reconciliation Procedure Policy 111.3. Motion carried. Vote 5-0

VIII. DISCUSSION/ACTION RE: HANDLING OF VENDOR IDENTIFICATION

Discussion only. The town currently filters by vendor name.

IX. DISCUSSION/ACTION RE: REVIEW EQUIPMENT REPAIRS AUTHORIZATION

Discussion about getting bids for vehicle repairs, increasing the repair budget and purchasing a torque wrench

**Motion** Varda/Kruchten to direct Orlin Danz to check the tags on the lug nuts every day for two months to see if having any incidents where the tags start moving or become loose and keep a daily written record. Motion carried. Vote 5-0

## X. BUDGETARY MATTERS

### A. Discussion/action re: Payment of bills

**Motion** Varda/Kruchten to approve the payment of bills. Motion carried. Vote 5-0  
Check numbers 17202-17234

## XI. COMMITTEE REPORTS/CORRESPONDENCE/COMMUNICATIONS

\*Cross Plains Fire District: Chief and department had their annual review by the district board president; AT&T wants to renegotiate the tower lease; the town's current driveway ordinance was reviewed by the fire chief and no revisions needed

\*Cross Plains EMS: Advertising for a full time Chief/EMT position; still looking for more volunteers

\*Highway Commissioner: The Tuesday meeting was repeatedly communicated to the three newly hired applicants, but one applicant didn't attend; will be adding information about the Highway 19 reconstruction project to our website

## XII. DISCUSSION OF FUTURE AGENDA ITEMS

Patrolman's log review process

Pre-trip and post-trip vehicle inspections

Add meeting packets to the website

## XIII. ADJOURN

**Motion** Evert/Kruchten to adjourn until the next regular meeting or the call of the chair. Motion carried. Vote 5-0.

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Brenda Kahl, Clerk/Treasurer

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Anthony Varda, Chair