

MINUTES OF REGULAR TOWN BOARD MEETING

MARCH 5, 2024 9:00 AM

The meeting was brought to order on March 5 2024 at 9:00 am at the Fifield Town Hall. This meeting was being recorded by the Lakeland Times.

ROLL CALL: Present: William Felch, John W. Smith, A. Sloane, Crystal Cowling, Kelly Kleinschmidt, Ted Fleming, and 13 public attendees. The pledge of allegiance was recited.

VERIFICATION OF POSTING: Clerk verified agenda was posted at the Fifield Town Hall, Fifield Post Office, Pike Lake Fire Hall, and Town of Fifield website.

PUBLIC COMMENTS:

- Resident expressed concern regarding minutes of last meeting where states 'leave us alone' and requested minutes be revised as follows: *'leave us alone to mean repair the road like it was, fix the potholes, and do not cut our trees.* Resident requested copy of revised minutes.
- Resident requested that posted minutes be hung with pages side by side vs. stapled to enable residents to read the whole document. Clerk will do so.

UPDATE ON 2024 TRI-D PROJECT/WALUNT STREET PROJECT: Cooper Engineering submitted The Award for Bid for James Peterson Sons, Inc. who had a bid of \$701,897.02. A **Motion** made by J. Smith and seconded by A. Sloane to approve The Award of Bid contingent on review of financing with Forward Bank this afternoon. Motion Carried; VV 3-0

APPROVAL TO SEEK CRACK FILLING BIDS: Clerk requested if she could start the process for seeking bids for crack filling. A **Motion** was made to seek crack filling bids by J. Smith and seconded by A. Sloane. Motion carried. Bids will be due by 5:00 pm on April 16, 2024.

DATES FOR OPEN BOOK & BOARD OF REVIEW: Clerk noted dates as follows: Open Book will be onsite in person on April 26, 2024 from 9-11 am. Board of Review will be on May 21, 2024 from 3-5 pm.

PIKE LAKE FIRE HALL INTERNET: Discussion of requests for pursuing stronger internet at Pike Lake Fire Hall. Board approved of President of PLCLA to inquire on costs for this.

CONSIDERATION OF HR POSITION: Discussion and consideration for moving forward with the Human Resources position. It was discussed to try and meet with a representative in person and the Board would prepare questions ahead of time. A. Sloane will reach out to try to schedule this meeting.

SURVEYING OF BAY ROAD UPDATE: Discussion on moving forward with the survey. It was noted we are on the surveyor's schedule and no road maintenance will be decided until after that survey is done. The Board will also be contacting the Town's attorney regarding this matter.

AUDIT REVIEW: Deputy Clerk noted the audit is done and presented documents to the Board for their review. No questions were asked regarding the audit, the Board accepted it as is.

REVIEW EMPLOYEE HANDBOOK UPDATES: A copy of the present handbook and a copy of an undated handbook that was reviewed by the Town's attorney, was presented to the Board for their review. It was noted that Good Friday should be removed and a request was made for being able to take vacation hours in one-hour increments. The Board approved of these changes and the Clerk will distribute the updated handbook to all town employees for their review and signature.

CORRESPONDENCE

- Reviewed Endo information; there will be no action at this time
- Noted underground utility work will be starting at the corner of Old 13 Road and Chada Road.
- Email requesting if we are aware of any environmental issues within our jurisdiction.

ADJOURN: Motion made by A. Sloane and seconded by J. Smith to adjourn the meeting at 10:05 AM. Motion carried.

These minutes are a draft until approval at the next scheduled regular board meeting.

Respectfully submitted,

Crystal M. Cowling, Clerk/Treasurer
Kelly E. Kleinschmidt, Deputy Clerk/Treasurer

3/7/2024