

**Attendance:** Sheri Shafer, Deb Lundquist, Lori McShane, and Lou Lundquist (Tara Dongvillo– absent)

**Agenda:** Motion by McShane, second by Deb Lundquist, to approve agenda as written 4 ayes

**Public Comments:** none

**Correspondence:** Small claims court notification from Kim Kracke, township negligence.

**Approve Minutes:** Motion by Lou Lundquist, second by Shafer, to approve the minutes of the November 12<sup>th</sup> regular meeting and the November 21<sup>st</sup> special meeting. 4 ayes.

**Department and Committee Reports:** Reports were available from the DPW/Water, Assessor, Library, Ambulance and Fire. Board discussion regarding the Water Department generator and the need for a generator at the fuel pumps.

**Appointments/Resignations:** Motion by McShane, second by Deb Lundquist, to approve the new zoning administrator job description, and post the job opening, accepting applications until January 31<sup>st</sup>, 2020.

Verbal communication from Norm Geiger that he will step down. 4 ayes.

**Supervisor Report:** The storm over the Thanksgiving Holiday left most of the town without power. We will clarify with the Mennonite Church leaders about the opening of the emergency shelter.

**Treasurer's reports and Approval of Bills:** Letter from treasurer Dongvillo that due to the timing of the meeting and her absence there will be no official treasurer's report available. Clerk reports balances on all accounts as (\$731,773.28) (Note: accounts are not yet reconciled) Motion by McShane, second by Shafer, to approve the bills for payment. (\$9,719.46) 4 ayes.

**Unfinished Business:**

**Marina Bathhouse and Fish Cleaning Station:** GEI engineering has presented the 4<sup>th</sup> pay request from Meridian for the bathhouse - \$37,316.80. This would leave a balance due of \$22,801.00 with \$18,901.00 of that to be retainage that is not payable until all work is completed. Meridian has asked to reduce the amount of retainage to \$10,000. Motion by Lou Lundquist, second by Deb Lundquist, to approve this pay request for \$37,316.80, and to deny the request from Meridian for retainage reduction, and hold back the complete amount of retainage at \$18,901.00 until the bathhouse opens in the spring and all working parts can be confirmed operational. 4 ayes.

**RDA Grant for new ambulance:** Delivery has been delayed again until mid-January. Closing will be at time of delivery which is good news as the interest rates will go down January 1, 2020.

**Short Term Rental Ordinance:** Motion by Deb Lundquist, second by Lou Lundquist, to adopt the Short Term Rental Ordinance. 4 ayes. True copy of the complete ordinance is available at the Township Office and will be published in the first paper of the New Year. Ordinance should be in effect February 2020.

**New Business:**

**UPEA/Review and update Sewer system plan:** UPEA has proposed we revisit and update our sewer system plan to be ready if/when any grant money becomes available. Request a formal estimate of cost to be approved by the board.

**CUPPAD proposal/recreation plan:** Motion by Shafer, second Deb Lundquist, to approve contract with CUPPAD to consult with and assist the planning commission in completion of our new recreation plan to be submitted to the DNR before the end of the year 2020 for \$1500.00. 4 ayes.

**Other:**

**Public Comment:** none

**Adjournment:** 7:50 PM