

Town Board Meeting April 26, 2010

James Parent called a special Town Board meeting to order at 7:00PM in the meeting room at the Town Hall. Present were James Parent, Barbara Anschutz, Robert Schultz, Peter Jacobs, Douglas Smith and 8 visitors.

Clerk verified posting. Item #3 will be removed and added to a later meeting. Motion made/second Peter/Barb to accept the agenda. Carried.

Review and possibly decide Town purchasing limits/procedures – There seems to be just some general confusion as to what can and can't be purchased. Over the years, we've had a \$500 purchasing limit. That can be a bit cumbersome, and there's nothing defined as to what falls under that. Doug checked with other Towns and they basically don't have any official policies. Jim would just like to get some sort of basic policy so employees know what they can and can't do, such as truck repairs. Currently, if something breaks down, we get it fixed and approve it after. Bob explained that things like that were handled by the Chairman. For a truck breakdown, they'd bring the truck in and get an estimate and if it's a large amount, then call a meeting. In minor repairs, it has been the Chairman's call. As for budgeted items, using parks as an example, they can order anything they want as long as they don't go over the original budget. It's just that there's no mechanism or black and white policy to trigger when things have to be approved. Barb suggested bumping it up to \$1,000 and anything over that should have a phone call to the Chair. As for sewer, the limit was always a bit higher at \$1,500. Jim will come up with a document that we can give to everyone so they have some idea of what we're looking for. There are several things to think about, such as maintenance purchases, budget changes and emergency situations. Jim will incorporate everything talked about into the document and present it at a later meeting.

Discuss/possibly decide appointment to vacant Town Board seat – There were 4 or 5 people that offered their services to fill the vacant seat. We've received several letters of recommendations as to how to fill it. Jim stated it would probably be a good idea to stick with someone who actually ran in the last election. Motion made/second Barb/Bob to appoint Roberta Thelen to the vacant position on the Town Board. Carried. Jim explained that this sort of thing is always hard. Clerk swore in Roberta after the meeting.

Motion made/second Bob/Barb to adjourn at 7:23PM. Carried.

These minutes are subject to correction at the next regular monthly Town Board meeting.

Douglas Smith
Town Clerk