

Town of Merton, Waukesha County, Wisconsin  
Special Town Board Budget Workshop  
October 25, 2021  
5:15 P.M. Monday

Agenda

The Town Board will have a Budget Workshop to discuss budget needs. Topics will include the current budget and future budget needs. A quorum of the town board might be in attendance at this meeting; however no action will be taken by the town board at this meeting.

Present: Chairman Klink, Supervisors Herrick, Olson, Fleming and Morris, Clerk Hann, Highway Superintendent Griffin and Treasurer Kempen.

No action was taken. A final budget will be prepared by Treasurer Kempen and legal notice will be posted by Clerk Hann on October 30, 2021 for a public hearing and board meeting to be held on November 15, 2021.

Workshop closed at 6:15.

Town of Merton  
Town Board Meeting  
Minutes of October 25, 2021

- Meeting Called to Order by Chairman Klink @ 6:30 pm
- Pledge of Allegiance led by Chairman Klink
- Minutes- Minutes of September 27, 2021 special meeting and town board meeting. A motion was made to approve the minutes was made by Morris/Olson. Motion carried.
- Minutes of October 4, 2021 - Item postponed to next board meeting.

Present: Chairman Klink, Supervisors Herrick, Olson, Fleming and Morris, Clerk Hann, Highway Superintendent Griffin and Treasurer Kempen. Absent: Attorney Murn.  
Also, in attendance: Deputy Hubbard

Citizen Comments and Concerns: None.

Old Business: None

New Business:

Consider/Act on Resolution Establishing the Annual Charge per residential unit for Solid Waste and Recycling Collection Fee. Clerk Hann reviewed the charges for 2022 from Waste Management. Based on the increase of cost for trash collection, recycling collection and disposal fee, it is recommended to increase the per residential unit

charge on the real estate tax bill from \$232.36 to \$247.09 per year. A motion to approve the resolution establishing the Annual Charge per residential unit for Solid Waste and Recycling Collection Fee to \$247.09 was made by Fleming/Olson. Motion carried.

Consider/Act on Residents opting out the Annual Charge for Solid Waste and Recycling Collection Fee. Clerk Hann explained that in the past the board has allowed residents to opt out of the per residential unit charge. However, part of the approval to opt out is to resubmit a request each year and that has not happened. This year, letters were sent out to the residents who were not charged last year requesting information as to why they are opting and provide documentation. A list was provided to the board and most requests have documentation that they were receiving service from another company. A few had summer cottages and had made special request to take their garbage some where else or combine charges. Supervisor Fleming stated that if the properties that don't have contracts for collections at their residence should not have to be paid however cottages should not be waived. A motion to approve waiving the properties that have provided contracts and sending denial letters to the properties owners that don't have documentation was made by Fleming/Morris. Motion carried.

Consider/Act on Policies to Subrecipient Monitoring and Management Policy, Procurement Policy for Purchases Using Federal Funds, and Timekeeping Policy for Federal Grants. Treasurer Kempen presented three policies to the town board. These are being recommended to follow Federal Guidance when grant money is received by a municipality. A motion to approve the three new policies was made by Herrick/Olson. Motion carried.

Consider/Act on Electronic Pollbooks a/k/a "Badger Books" Purchase. Clerk Hann is asking for approval for the purchase of electronic pollbooks using funds that were carried over from 2020. These electronic tablets will help with the election process. Paper ballots would still be used and feed into the election machine however this would eliminate having to manually enter the voters that voted at that election into the State of Wisconsin website called WIVOTE. Supervisor Morris asked about the number of paper pollbooks that still would be printed. Supervisor Herrick asked about security issues and system going down. Clerk Hann heard the only issues had to do with the system slowing down which would be a memory capability especially for larger municipalities. Supervisor Morris asked about the fund balance being lowered for this purchase. Treasurer Kempen stated that there was carry over funds for future Covid Cost that would be used for this purchase and would not affect the undesignated fund balance. A motion to approve the purchase of Electronic Pollbooks aka Badger Books for \$18,059 was made by Morris/Olson. Motion carried.

Clerk, Board, Highway, Treasurer and Attorney Reports. Clerk Hann stated that election training was done last week for the election workers. Highway Superintendent Griffin stated that road projects are coming to an end and they are getting trucks ready for winter. Supervisor Morris stated that there is a Wisconsin

Town Association meeting on October 27 in the Town of Delafield. Herrick talked about programs at the Town Hall Library. Chairman Klink stated the Town of Oconomowoc is looking at having a public hearing to bring back the municipal agreement with the Town of Oconomowoc.

Vouchers as Presented - A motion to approve the vouchers as presented was made by Herrick/Morris. Motion carried.

Quarterly Report - A motion to approve the quarterly report as presented was made by Fleming/Herrick. Motion carried.

Journal Entries - A motion to approve the Journal Entries as presented was made by Herrick/Morris. Motion carried.

Adjourn - A motion to adjourn was made by Fleming/Morris. Motion carried. Meeting adjourned at 7:01 p.m.

Respectfully Submitted  
Donna Hann, Town Clerk