

December 12, 2023

Town Board Chair Brad Anderson called the regular Town Board meeting to order at 6:36 p.m. on Tuesday, December 12, 2023. The meeting was held in the Frankfort Town Hall and on Zoom.

Chair Anderson, Board Supervisors Richard McDermott, Curt Stine and Josh Manor and Town Clerk Maureen Manore and were present in the Town Hall. Plan Commission Chair Don Gisch and Cemetery Caretaker Deb Fisher attended via Zoom.

No Others were present in the Town Hall or on-line.

Minutes: 11-14-2023

The draft minutes from the November 14th Town Board meeting, Budget Hearing and Special Meeting of the Town Electors were read. There were two grammatical changes made to the Town Board minutes which then stood as corrected.

Financial Report

The Bank Account Reconciliations for October and November were presented. The ending balance for November was \$234,777.56. The Board verified the reconciliations against the bank statements for October and November.

Citizens' Concerns

No citizen's concerns were presented.

Report on Other Meetings Attended

No other meetings were attended.

Plan Commission Report – Update on Zoning Ordinance Review

Plan Commission Chair Don Gisch reported on the Plan Commission meeting held on November 16. The Commission discussed and approved a letter that will be sent to the owners of U Pick Flowers asking them to attend a Plan Commission meeting and explain what their plans for the business are. A few more proposed changes were made to the Zoning Ordinance, updating definitions and clarifying Performance Standards.

Cemetery Report: Maintenance Update

Deb Fisher reported that the cemeteries have been made ready for winter, flowers and debris removed.

Cemetery Ordinance - Revision/Adoption

Cemetery Regulations - Revision/Adoption

The Board examined the proposed changes to both the ordinance and the resolution for the regulations. A change was made to the resolution draft, replacing the “and” with “or” in Section 4a and 4b

Motion by Supervisor Stine, seconded by Supervisor Juleff, to approve Ordinance 2023-1, "Amending Code of Ordinances Chapter 12/ Ordinance No. 2018-, Entitled Town of Cemetery Ordinance" and Resolution 2023-1, "Resolution to Amend the Town of Frankfort Cemetery Regulations and Establishing Cemetery Lot Fees" with changes made to the resolution section 4a and 4b to substitute the word or for the word and. A vote was called by show of hands. Motion carried with no negative votes.

Road Reports: Update on Maintenance/Construction

Not much happened this month in the way of maintenance or construction.

Chair Anderson received the certified map of the town roads today and examine it for errors.

Pavement ratings for the Town will be submitted by December 15th.

Colburn Lane needs to have an additional 300-500 feet added to qualify as a town road.

Chair Anderson has filled out information for AECOM to inform them that salt has not been stored at the Town Garage for the last five years.

Durand Ambulance Contract Renewal

The 2024 contract with Durand Ambulance was examined by the Board. Motion by Supervisor McDermott, seconded by Supervisor Manor, to accept the 2024 Durand Ambulance Contract. A voice vote was held. Motion carried with no negative votes.

Assessor Contract Renewal

The 2024 contract with Mark Garlick of Chimney Rock Appraisals was read. Motion by Supervisor Stine, seconded by Supervisor Juleff, to approve the contract with Mark Garlick as assessor. A voice vote was held. Motion carried with no negative votes.

Board of Adjustment Appointment

Chair Anderson re-appointed Curt Stine and Marie Berger to the Board of Adjustment for a three-year term. Motion by Supervisor Manor, seconded by Supervisor Juleff, to confirm the appointments. A voice vote was held. Motion carried with no negative votes. Supervisor Stine abstained.

Election Inspector Appointment for 2024-25

Chair Anderson appointed the following people to serve as election inspectors for the next two-year cycle: Pat Seipel; Michael Albert; Judy Lively; Debra Fisher; Dan Barber; Luann Barber; Marie Berger; Madelyn Fleishauer; Amanda Manor; Maureen Manore. Motion by Supervisor Juleff, seconded by Supervisor Manor, to confirm the appointments. A voice vote was held. Motion carried with no negative votes.

Ordinance Establishing Split Shifts for Poll Workers

Motion by Supervisor Anderson, seconded by Supervisor McDermott, to approve Ordinance 2023-2, Establishing Split Shifts for Election Officials. A vote was held by show of hands. Motion carried with no negative votes.

Appoint Town Board Representatives to Durand Rural Fire Department

Chair Anderson appointed himself, Brad Anderson, to the Durand Rural Fire Department Board and Josh Manor as the alternate. Motion by Supervisor Juleff, seconded by Supervisor Stine, to confirm the appointments. A vote was held by show of hands. Motion carried with no negative votes.

Set Caucus Date

The date for the caucus was set for January 9, 2024, 6:30 p.m.

Approve Payment of Bills

The Board approved the payment of bills paid by checks 11419 through 11436 for a total of \$97,125.77.

The next board meeting was scheduled for Tuesday, January 9, 2024, following the Caucus which begins at 6:30 p.m. at the Frankfort Town Hall and remotely on Zoom. A tentative Town Board meeting agenda will cover: Town Board Minutes; Financial Report; Citizens' Concerns; Plan Commission Report; Cemetery Report and Pay Bills.

Chair Anderson adjourned the meeting.

Time 7:40 p.m.

Maureen Manore, Clerk