

Town of Ulen Town Council Meeting – October 24, 2023

Meeting Time and Location	Attendees (Council Members)			
Notification Posted: Y	P	N	V	<i>(Check present, not present, or virtual attendance)</i>
Date and Time: October 24, 6:30	X			Mark Ransom
Location: Ulen Country Club	X			Jennifer Jones
Recorded minutes compiled by: <i>Mary Ann Herny, Clerk-Treasurer</i>		X		Jason Jones
	X			Mary Ann Herny
Attendees (Other)				
Gretchen Turner			Bob Burgun	
Sue Ritz			John Garber	
Joe Newsom			Helen Million	
Bob Clutter			Steve Million	
Ann Newsom			Kay Eigenbrod	
Kent Frandsen			Charlotte Frandsen	

Call to Order

The meeting was called to order at 6:30.

Planning and Zoning Project Update

Mr. Clutter reviewed changes and addressed questions that have emerged since a draft of covenants was distributed to residents.

- Several questions had been received by email, and additional questions emerged during the meeting. Mr. Clutter addressed these questions, which generally clarified language that was subjective or insufficiently clear.
- After the Council confirmed that the suggested changes were acceptable, Mr. Clutter agreed to update the document, complete the signature sheets, and return finished documents ready for signature within a approximately a week.

Old Business

Treasurer's Report

Prior meeting minutes were approved and signed for the September meeting.

Reconciled financials were provided and approved for September.

Vouchers were signed for \$6,918 in legal fees to date, and for additional landscaping work along Country Club drive which was completed for \$600.

Waste Management

Mr. Ransom has recently been able to reach our sales representative, after many attempts. A copy of our original agreement, the current bills, our payments so far for this year, and the errors identified will be provided by the Treasurer for Mr. Ransom's next discussion.

Electrical Issues

No update was provided about securing 811 service for the town.

Ongoing Landscaping Care

Ms. Hery contacted, met with, and received a quote from DesignLife, an architectural landscaping firm, to develop a new entrance design plan (based on a design brief provided by the Council). This firm has experience with municipal projects and has done work in the Ulen neighborhood. The Council reviewed the estimate; agreed it was potentially a good fit and pricing was reasonable; and suggested a second vendor be contacted for comparison. Mr. Ransom will send the same design brief to a second vendor.

Building Permission Requested

No subsequent conversations have been held with the owner of the house.

2024 Budget

Ms. Hery reported that the 2024 budget has been submitted. Approval should be received in early November.

Sales Tax Exemption

Ms. Hery received the requested Retail Merchant certificate and provided it to the other Council members. An exemption form (ST-105) will also be held on file, with the appropriate information filled in, for any future purchases where exemption will be requested.

Investment of Funds

Ms. Hery confirmed that the planned investment of unused funds has been in process and should be completed any day. The Town will invest in CDs at an interest rate of 5.8%.

SBOA Audit

Ms. Hery reported that all revisions to annual financial reports have been completed and approved by the SBOA examiner.

One additional requirement has been noted by SBOA. Since the Town has spent significant dollars on infrastructure in the past few years, the examiner noted that a capital asset report should be submitted. After checking with the SBOA director, it was confirmed that this is a requirement for Ulen; however, they did not think it necessary to do anything about prior years' reporting. The asset report may be filed with our 2023 annual financial report, which will be due early in 2024, and each year going forward. Coincidentally, Ms. Hery was contacted by an independent consultant (a former SBOA director) who is able to assist with this process. He has provided an hourly rate and a not-to-exceed estimate for this work. The Council agreed to proceed with engaging him for this activity, pending review of his contract.

New Business

Street Damage

A hole appeared on East Drive in the previous weeks due to a collapsed manhole and has been marked with cones and barriers. Mr. Ransom asked one of our utility vendors to verify that the electrical box (which was underneath the manhole) is not live. It appears it is not, which means that the hole can be filled and the street paved over. Mr. Ransom is continuing to follow up with potential vendors about repairs.

Ms. Hery and Mr. Ransom will also check the town's insurance policy to see if this something that is covered.

Roundabout Repairs

Mr. Newsom and Mr. Ransom are in negotiations with a vendor to replace broken stonework on the roundabouts. An estimate was provided, and the Council agreed it was fair and we should proceed.

Streetlight Decorations

A discussion occurred about the condition of flags (many are tattered). Ms. Jones noted that the most durable ones tend to fade more rapidly, and we will likely need to continue to rotate new ones into the mix each year. Flags will remain until after Veterans' Day. After that, volunteers will be needed to hang Christmas wreaths. It was noted that lights on some wreaths will need to be repaired or replaced.

A resident asked about hanging flower baskets on the streetlights. While most residents agreed that this is a handsome addition to the town during the summer, it was mentioned by Mr. Million that in the past the Town spent nearly \$7,000 per year to keep flowers watered throughout the summer. After some discussion, it was agreed that we may want to consider doing this again for 2024, given the 100th year anniversary. This would allow the town to evaluate whether we want to continue to spend this money.

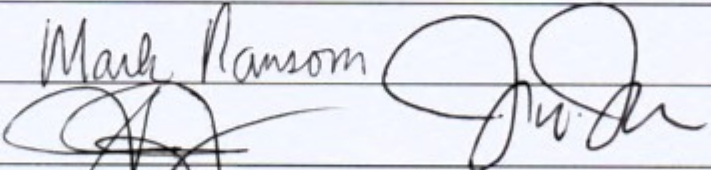
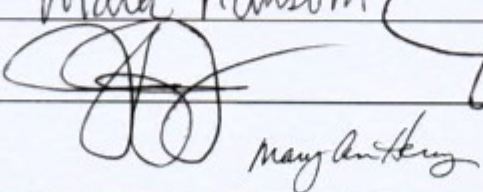
Leaf Pickup

Dates for leaf pickup were confirmed. The first pickup will start on Wednesday, Nov. 1, and continue on Wednesdays for several weeks. Residents were encouraged to put leaves out when they are able, as the vendor may pick up more frequently than once a week.

Adjournment

The meeting was adjourned at approximately 8:15.

Approvals:

Council Member Approvals:	
Attested by Clerk Treasurer:	
Date Approved:	