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1. CALL TO ORDER - ROLL CALL

A Board of Supervisors meeting of the Town of Beloit, Rock County Wisconsin was held at Fire Station #1, 2445 South Afton Road, Beloit Wisconsin on December 4, 2023. Chair Greenlee called the meeting to order at 6:00 pm. Public notice of the meeting was made by posting and faxing on December 1, 2023, a copy of the agenda to the Beloit Daily News, the Janesville Gazette, Radio Station WCLO, Radio Station WGEZ and Radio Station WTJK in accordance with Wisconsin Statutes. A copy of the agenda was posted at Fire Station #1, the police department and the McKean Park shelter along with a copy on the Town of Beloit website at www.townofbeloitwi.gov.

Town Clerk DeVault called the roll: Chair Greenlee, Supv. McMillan, Supv. Ross, Supv. Pelock and Supv. Kopp were present. Also present were Administrator Wellnitz, Engineer McKearn, Finance Director Malizio, Fire Chief Pease, Police Chief Jones, Community Development Director Kienbaum, Public Works Director Rose, and Deputy Fire Chief Tippelt.

2. PLEDGE OF ALLEGIANCE

Chair Greenlee led the pledge of allegiance.

3. ADOPTION OF AGENDA

Supv. Ross made a motion to adopt the agenda. The motion was seconded by Supv. Kopp and carried without a negative vote.

4. MINUTES FROM THE MEETING HELD NOVEMBER 20, 2023

Supv. Pelock made a motion to approve the minutes as presented from the meeting held November 20, 2023. The motion was seconded by Supv. McMillan and carried without a negative vote.

5. PUBLIC NOTICE

- A) PLAN COMMISSION, Wednesday, December 13, 2023, 4:15 pm, Fire Station #1
- B) TOWN BOARD MEETING, Monday, December 18, 2023, 6:00 pm, Fire Station #1

6. CITIZENS PARTICIPATION, COMMUNICATION OR ANNOUNCEMENTS

Mike Lamphear, 226 Townline Avenue, South Beloit stated he would like Steve Kopp, Chair Greenlee and the guy that sat next to her when they voted to not let him on their tow rotation when Brian Wilson had to go and do it for them and they voted in 2011 to give that right to the dispatch center and then decided to try to keep him off that list and he would like him, you and the gentleman that partook in that civil right, human right violation to recuse yourself so that he can embark safely under our constitution to appeal your towing contract. Chair Greenlee stated that the request is denied.

7. LICENSE HEARINGS – MOBILE FOOD ESTABLISHMENTS, PROVISIONAL & OPERATOR

Applications for mobile food establishments and one operator license were presented to the Board due to expire June 30, 2024. Supv. Pelock made a motion to approve the license applications as presented. The motion was seconded by Supv. Ross and carried without a negative vote.

Mobile Food Establishment

- 10 Rosa Guevara, 2760 S. Prairie Avenue
- 11 Miriam Galvez, 2760 S. Prairie Avenue

Operator

- 6117 Marisol Soto Gonzolez, The Club Tavern, 1975 Porter Avenue

8. PURCHASE ORDERS & BILLS

Supv. McMillan made a motion to approve the purchase orders and bills as presented. The motion was seconded by Supv. Kopp and carried without a negative vote. The following purchase requests were approved for payment: Applied Concepts Inc. - \$6,125.00, City of Beloit - \$4,379.10, Department of Administration - \$18,111.88, E & N Hughes Inc - \$12,683.30, EMC Insurance - \$23,635.00, Mulcahy Shaw Water - \$3,126.11, R. H. Batterman - \$39,311.57, Sikich LLP - \$3,706.60. TASC - \$2,917.90 and Williams Associates Architects Ltd - \$93,390.29.

9. NEW BUSINESS**A) Discussion and possible action on Town use of law enforcement towing list**

Administrator Wellnitz explained that he and Chief Jones reviewed the current and the history of the law enforcement tow list and they are utilized when a citizen doesn't have a preference for a tow and most law enforcement agencies have a tow list that they use in the event of an accident or some other need for a citizen. Most agencies have a list of eligible entities they use for this, and the Town used to use Rock County's tow list and they feel it is appropriate at this time to continue to use their list but to give the Chief of Police the ability to have the flexibility to change in the future if circumstances would change. Supv. Pelock made a motion to delegate any Board authority related to the Town's use of a law enforcement tow list to the Chief of Police. The motion was seconded by Supv. McMillan and carried without a negative vote.

B) Discussion and possible action on Rock County Cancer Coalition event at Preservation Park June 1, 2024

Supv. Ross made a motion to approve the Rock County Cancer Coalition event at Preservation Park on June 1, 2024, and waive the fees for the park rental but still charge the security deposit and special event permit fees. The motion was seconded by Supv. McMillan and carried without a negative vote.

C) Discussion and possible action on amending the Town Staff Policy Manual

Administrator Wellnitz explained that for the last year or more, he has been flagging some things he would like the Board to consider updating and/or changing. A lot of it is clean up but there are some items of substance that he considers to be a pretty generous substantial benefits for time off and unfortunately for the Town it can create unnecessary hardships when it comes to staffing departments. One of the bigger benefits relates to the paid six weeks of paternity leave and it provides challenges. The other time off benefit he is suggesting to remove is for volunteering or donating blood and the tuition reimbursement. Supv. McMillan questioned if people are aware of these benefits when we hire them. It was stated that they are not given the policy manual until after they are hired. Supv. Kopp questioned the references to the General Order that were removed. Wellnitz explained that they were duplicates and didn't need to be listed again. Police Chief Jones stated that it was also referenced in the front of the handbook. Supv. Kopp commented on the drug screening that was crossed out and questioned if we are still screening for them. It was stated that the evaluations always include drug screening. Supv. Pelock made a motion to approve the proposed staff policy manual update as presented. The motion was seconded by Supv. Kopp and carried without a negative vote.

D) Discussion and possible action on police officer candidate hiring

Supv. Ross made a motion to approve the conditional offer for the position of police officer for Gavin Lerma, pending the successful completion of the psychological assessment and medical exam. The motion was seconded by Supv. McMillan and carried without a negative vote.

E) Discussion and possible action on Town Board meeting dates schedule for January 2024

Supv. Kopp made a motion to schedule the Town Board meeting dates in January 2024 for the 8th and 22nd as recommended. The motion was seconded by Supv. Ross and carried without a negative vote.

10. ADJOURN

Supv. Ross made a motion to adjourn. The motion was seconded by Supv. Pelock and carried without a negative vote. The meeting adjourned at 6:29 pm.