

**SPECIAL TOWN OF CABLE ELECTOR MEETING**  
**December 13, 2018 - 7:00 p.m.**  
**Cable Community Centre**

**MINUTES**

**Call to Order**

Chairman Popelka called the Elector Meeting of December 13, 2018, to order at 7:00 p.m.

<b>Attending:</b>	Laura Bjork	Bob Lang
	Jim Jenkins	Heidi McKinney
	Allen Amundson	Ron Vanderploeg
	Tammy Rasmussen	Kathy Zuelsdorff
	Jennifer Rasmussen	Gilbert Rasmussen
	Peter Wright	Kathryn M. Wright
	Rhonda Rasmussen	Kris Rasmussen
	Tony Merrill	Roy Al
	Stanton Rakoczy	Brett Rondeau
	Jill Rakoczy	Judith Benedict
	Brenda Brueske Kolve	Allan E. Kolve
	Colin (Joe) Laberee	

**DISCUSSION/POSSIBLE ACTION ON RECOMMENDATION TO INCREASE CLERK SALARY**

Chairman Popelka explained that any elected officials cannot have their salaries increased or decreased by the Town Board. A salary increase can only be authorized by the town electors at a special town elector meeting. Per Wisconsin Statutes, a change in compensation can only be made for an elected official before nomination papers are due, which is January 2, 2019, in order for the change to be in effect at the next election in April, 2019. That is why this elector meeting was called in December.

Currently, the Treasurer is paid \$7685 per year; the Clerk is paid \$8500 per year. The referendum to change these two elected positions to be appointed by the Town Board so they would become town employees, did not pass in Cable. Therefore, in April, 2019, a new Town Clerk and Treasurer will be elected. If the referendum had passed, the Town Board would set the compensation for town employees, including the Clerk and Treasurer, or would have had the option to combine the positions. Since the Clerk and Treasurer will remain elected positions, only the electors may authorize an increase in compensation. Money was appropriated in the budget for both positions--\$16,000 for the Clerk and \$10,000 for the Treasurer.

Chairman Popelka opened the discussion to public comment.

Heidi Mckinney asked for further explanation of why the increases are needed and asked what is paid in Drummond for the Clerk. Kelli Tuttle answered that the Drummond Clerk is paid \$13,100 per year. Chairman Popelka stated that the reason to increase the Clerk's and Treasurer's salaries is that in looking at surrounding communities, the average Clerk salary is \$14,953. The average in Douglas County is \$14,824.

Brett Rondeau stated that in looking at the original budget that was posted and then taken down, \$52,000 is budgeted for wages of the Clerk/Deputy Clerk, but nothing is shown for road repairs, gravel and equipment.

Kathy Zuelsdorff responded that the category for road repair does have a total. There is not a line item listing.

Tony Merrill asked why the Clerk and Deputy Clerk compensation is combined. Chairman Popelka explained that the Clerk/Deputy Clerk is an accounting category, which also includes office, election and computer expenses. The only item in that category being considered is the compensation for the Clerk at \$16,000 per year.

Gil Rasmussen stated that the Clerk/Deputy Clerk budget is backward. The Board wants a personal secretary. The Clerk needs to work for the people, not the opposite.

Jim Jenkins asked if other towns have a deputy clerk. If not, then Cable is overpaying for the position. Chairman Popelka explained that the Deputy Clerk spends approximately half her time on Clerk duties and the other half on administrative duties.

Ron Vanderploeg stated that there is a success story in Wascott with a Clerk who is both Clerk and Treasurer. She works 4 days from 7:00 a.m. to 1:00 p.m. for \$40,000 per year and does everything. The Clerk and Treasurer office time need to be combined.

Laura Bjork stated that she served as Clerk in Cable for 10 years. She worked 15 to 16 hours a week. The duties include meeting minutes, managing elections, training election workers, the budget and completing the state required financial reports including the Financial Schedule C. No one can do the work in less than 15 or 16 hours a week, and she put in many volunteer hours.

She continued, stating that the reason a Deputy Clerk or Administrative Assistant was hired is because there is enough work for the hours of that position. That created 2 jobs. It is difficult to compare with other townships because if it is only one position, no one knows what work is being hired out. In looking at what is being done by the Deputy Clerk and Clerk and then

looking at salary, it is sad that the Clerk is at \$10/hour. The knowledge required to do the work is phenomenal. As an elected position, there is no health insurance or retirement benefits. If the Deputy Clerk is doing Clerk duties 16 hours a week, then the Clerk position requires 32 hours a week, and at the current rate of pay, the position would be at \$2.00/hour. It is very hard to be a Clerk and hear negative comments about the position. It is important to understand what the job is worth. All paperwork for the town is done through the Clerk. If the Clerk position is vacant, the township loses. She expressed her support for the raise.

Tammy Rasmussen stated that she would like to see the Clerk have the total salary for Clerk and Deputy Clerk and let the Clerk decide what work needs to be hired out and pay for it out of that salary. The Clerk should have total control of what the Deputy Clerk does. The question in April should be to give the Clerk the \$52,000 salary and let the Clerk decide what work is hired out and pay for it out of that salary.

Chairman Popelka responded that the Clerk is the only one who can deputize. The Town Board can either pay Clerk wages or authorize a salary for a Deputy Clerk or Administrative Assistant. Because the model used in the Cable office has been for a Clerk and Administrative Assistant since 2007, the Board decided to keep that model and pay a Deputy Clerk separately. That is why the Clerk's wage is less.

Al Kolve asked the Clerk's duties. Clerk Allen responded that the duties are listed in Wisconsin Statutes.

Chairman Popelka outlined the Clerk duties as stated in Wisconsin Statutes 60.33. That does not include keeping office hours, answering phone requests, attending other meetings; there are many extras the Clerk does that are not required by the statute.

Suzanne Rooney noted that the budget shows \$26,100 in health under the Clerk/Deputy Clerk.

The process is confusing. There needs to be a review of the Treasurer and Clerk position to find out what can be done for less and what can be eliminated. Then a decision should be asked for the one position. This is not well researched. A total salary plan for the town and performance reviews are not in place. The work is valuable and it is her hope the Board will look at a whole plan.

Tammy Rasmussen asked the percentage of statutory Clerk duties being performed by the Deputy Clerk. Chairman Popelka answered that the Deputy Clerk says she is spending half her time on Clerk duties.

Jim Jenkins stated that it is important to keep the two jobs because if there is turnover with one position, the town is in a world of hurt, if there is no one else. Chairman Popelka added that is the advantage of having a Deputy Clerk. The Treasurer does not deputize but has that authority.

Brett Rondeau again referred to the budget posted on the website with the Clerk/Deputy Clerk at \$52,000. He asked who put the budget together and why health insurance was misspoken.

Chairman Popelka stated that only the salary for the Clerk is being considered at \$16,000. At one time in the past there was only one position for Clerk that was paid \$15,000. The reason an Administrative Assistant is needed is for the time it takes to do research and other administrative duties. He added that Town Supervisors have not had a salary increase in 10 years. Supervisors receive \$5000; the Chair receives \$6,000.

Gil Rasmussen stated that if the Clerk and Treasurer positions were appointed, then the Town Board would set the duties and compensation. But the referendum did not pass.

Dr. Brenda Brueske stated that the Clerk should be making more than the Deputy Clerk who is at \$22/hour plus health insurance and retirement. Two positions are needed so they can know each other's jobs to protect the town.

MOTION by Brett Rondeau, seconded by Stan Rakoczy to not increase the Clerk salary and set it at the current rate.

#### Discussion

Tammy Rasmussen stated that she agrees with a raise but does not like doubling the Clerk salary.

Allan Amundson stated that town budgets are generous to employees who do a good job.

As a community, he is interested that this mission continue. The question is how to refine a plan for the future that is in the best interest of the town. The budget is a whole different discussion. How is an increase given that is either what is budgeted or less than budgeted.

Colin Laberee called for the question.

Chairman Popelka called for a hand vote on the motion to leave the Clerk salary the same for the next two years.

VOTE:                    YES - 7                    NO - 11                    ABSTAIN - 5

MOTION DID NOT CARRY.

Dr. Brenda Brueske asked what happens if Deanne Allen does not run for Clerk in the April election, and the new person will receive a double raise.

Chairman Popelka explained that the statute allows the town to set the Clerk's rate of compensation using a couple of methods. It can be set as a fixed amount for the year as proposed, or a per diem can be paid per duty, or a combination of the two methods. There is also provision for the Clerk to be hired to do non-clerk duties at an hourly wage that electors decide.

Peter Wright stated that what he is hearing is that the compensation for the Clerk is not adequate from what others are receiving to do the job, and that the town will not find someone to do the work, if not willing to pay. A salary needs to be offered that will make the position something someone will want.

MOTION by Jim Jenkins, seconded by Judy Benedict to raise the Clerk salary and pay \$13,000 per year.

Discussion

Dr. Brenda Brueske offered an amendment to make the salary the requested \$16,000 per year because the Clerk has the ultimate job of having knowing to know all Clerk duties, even if the Deputy Clerk is performing some of them. With the Deputy Clerk at \$22 an hour with benefits, she would support giving the Clerk \$18 an hour and approving the budgeted amount.

Jim Jenkins and Judy Benedict accepted the amendment.

VOTE:                    YES - 11    NO - 10    ABSTAIN - 2

MOTION CARRIED.

**DISCUSSION/POSSIBLE ACTION ON RECOMMENDATION TO INCREASE TREASURER SALARY**

Chairman Popelka stated that the Treasurer's salary is now \$7685 per year. The Board budgeted \$10,000 for the position.

MOTION by Brett Rondeau, seconded by Gil Rasmussen to deny the increase.

Discussion

Chairman Popelka read the duties of Treasurer as listed in the state statues.

Bob Lang stated that the Treasurer spends approximately 1 day, or 8 to 10 hours per week on Treasurer duties, except more during tax season.

Kathy Zuelsdorff noted that the Treasurer's salary has been at the same level since 2011.

Gil Rasmussen stated that the town can get the bank to do the same work for less

Chairman Popelka responded that by Wisconsin Statute the town is required to elect a Treasurer.

Dr. Brenda Brueske stated that the Treasurer has been receiving \$200 a month with no increase in seven years. Lori Lang has had the position since 2012.

VOTE:                    AYES: 8        NAYS - 11    ABSTAIN - 4

MOTION DID NOT CARRY.

MOTION by Tammy Rasmussen, seconded by Dr. Brenda Brueske to increase the Treasurer salary to \$10,000.

VOTE:                    AYES - 9        NAYS - 11    ABSTAIN - 3

MOTION DID NOT CARRY.

MOTION by Laura Bjork, seconded by Jim Jenkins to raise the Treasurer salary to \$9,000.

Discussion:

It was noted that the last increase in 2011 was \$481 per year.

VOTE                    AYES - 12    NAYS - 8        ABSTAIN - 3

MOTION CARRIED..

**AUTHORIZE COMPENSATION OF THE ELECTED CLERK AND TREASURER FOR ADDITIONAL ASSIGNED DUTIES NOT STATUTORILY REQUIRED AND SET COMPENSATION**

Jim Jenkins asked what duties would be assigned.

Chairman Popelka answered that the Town Board would be able to set duties and compensation for duties not in the statute.

Jeff Raither, Former Town Clerk in Namakagon, current Director Cable Area Chamber of Commerce, stated that if forms and reports are required by statute, but not in the list of Clerk duties, it is the Clerk who does the work. By statute, the town has to provide a recycling report. The clerk does it. More things are being required by statute but not listed under the Clerk. Yet it is the Clerk who does the work. He noted a conference he attended where there were 105 clerks, 95% of whom were appointed. Namakagon just voted for the Town Board to appoint the Clerk. The electors cannot choose Clerks because they do not know they do. The Town Board is better equipped to choose someone who can do the work because they work with that person every day. It is not just training, but the Clerk has to know the statues and has to do research. The Wisconsin Towns Association provides access to attorneys to ask about statutes. This is a free service for membership.

Dr. Brenda Brueske asked for an example of what the Town Board would ask the Clerk or Treasurer to do outside statutory duties. Chairman Popelka stated they are asked to research questions with Bayfield County or in state statutes.

Tammy Rasmussen asked if there is money in the budget for such payment. Chairman Popelka answered, no.

Jeff Raither stated that when he was Clerk in Namakagon, other members of the Town Board were paid an hourly rate for plowing. This added rate cannot be paid without a resolution being passed by electors.

Dr. Brenda Brueske stated that if the Deputy Clerk were out, the town would need someone in place to do that work. The Clerk could increase hours to do office work, otherwise no one would be able to do the Deputy Clerk's job, unless the Clerk hired another deputy.

Al Kolve stated that there is not enough information. This decision should be delayed.

Jeff Raither stated that the reason Kelli's position is Deputy Clerk instead of Administrative Assistant is that the deputy can do anything the Clerk can do by statute. The deputy works for the Clerk.

Laura Bjork stated that it is a gray area. The town would not be in trouble asking an administrative assistant to do Clerk work, but the Wisconsin Towns Association recommended hiring a Deputy Clerk rather than an Administrative Assistant.

There was no motion to authorize a rate of pay for the Clerk to perform duties beyond what is required in statute. The proposal failed for lack of a motion.

Chairman Popelka declared the Electors' Meeting adjourned at 8:40 p.m.



*Town of Cable, Bayfield County Wisconsin*

**Resolution of the Electors at A Special Town Meeting  
to Fix the Compensation of the Elected treasurer Office**

**WHEREAS**, pursuant to s. 66.10(1)(b) of the Wis. Statutes, the electors at a town meeting may fix the compensation of elective town offices under s. 60.32; and

**WHEREAS**, s. 60.32 Wis. Statutes, provides that the compensation may be an annual salary, a per diem compensation, or a combination of salary and per diem; and

**WHEREAS**, the compensation shall be established prior to the latest date and time for filing nomination papers for the office; after that date and time, no change may be made in the compensation of the office that applies to the current term of office; and

**NOW, THEREFORE**, the special town meeting of the Town of Cable, Bayfield County, Wisconsin, by a majority vote of the eligible electors voting on this 13<sup>th</sup> day of December 2018, duly assembled and voting, resolves and orders as follows:

**BE IT RESOLVED**, the town electors of the Town of Cable, Bayfield County, Wisconsin, fix the compensation for the elected Treasurer Office at an annual salary of \$9000 to be effective the start of the new term in April 2019.

Adopted this 13<sup>th</sup> day of December 2018 at a Special Town Meeting.

Number of town electors voting aye 12

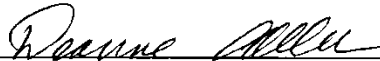
Number of town electors voting nay 8

Number abstaining or not voting (if determined) \_\_\_\_\_

Signature of Town Meeting Chairperson



Signature of Town Clerk



**TOWN OF CABLE  
BAYFIELD COUNTY, WISCONSIN**

Resolution of the Electors at A Special Town Meeting  
to Authorize Compensation of the Elected Clerk Office

**WHEREAS**, pursuant to s. 66.10(1)(b) of the Wis. Statutes, the electors at a town meeting may fix the compensation of elective town offices under s. 60.32; and

**WHEREAS**, s.60.32 Wis. Statutes provides that the compensation may be an annual salary, a per diem compensation, or a combination of salary and per diem; and

**WHEREAS**, the compensation shall be established prior to the latest date and time for filling nomination papers for the office; after that date and time, no change may be made in the compensation of the office that applies to the current term of office; and

**NOW, THEREFORE, BE IT RESOLVED** the special town meeting of the Town of Cable, Bayfield County, Wisconsin, by a majority vote of the eligible electors voting on this 13<sup>th</sup> day of December 2018, duly assembled and voting, resolves and orders as follows:

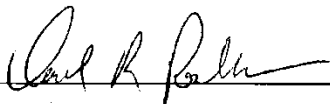
**BE IT RESOLVED**, the town electors of the Town of Cable, Bayfield County, Wisconsin, fix the compensation for the elected Clerk Office at an annual salary of \$16,000, to be effective the start of the new term in April 2019.

Adopted this 13<sup>th</sup> day of December 2018, at a Special Town Meeting.

Number of town electors voting aye: 11

Number of town electors voting nay: 10

Number abstaining or not voting: 2

Signature of Town Meeting Chairperson 

Signature of Town Clerk 