**Department Reports**

**Starting October 1st, 2022**

**Public Works Department – Submitted by John Barnekow, Foreman**

Road Maintenance

* We cut trees and removed stumps on a section of Marshall Lake Road in preparation to widen the roadway. After cutting the trees we hauled the branches and stumps away to a dump site.
* We have been belly blading and grading the gravel and earth roads after each of the last rainstorms.
* We continue to widen Tamarack Road in preparation for the gravel placement on it next year.
* We used the Cat skid steer with mulcher to mulch the small trees and brush along Spruce Road, Hunter Landing Road, and East Hunter Lake Road.

Brush Site

* We continue mulching the brush site with the mulcher on the Cat skid steer.

Grants

* I applied for reimbursement from WDNR for the WRR grant for the brush site and Muskrat Creek Road project. I then applied for the WRR grant for 2023 on the brush site and another mile of Muskrat Creek Road.
* I applied for reimbursement for the LRIP grant for Rush Road.

Light Poles

* We removed the flag poles and American Flags from the light poles along US HWY 45 and County Hwy K. The American Flags and flag poles are in very bad shape and need to be replaced before installing next year.

Signs

* We have been ordering and installing new fire numbers and private road street signs.

Town Equipment Maintenance

* We replaced the coolant radiator on the 2003 Sterling dump truck after finding that it was leaking. When the radiator was being replaced, we found a hole in the air-to-air cooler radiator, and it had to be replaced along with some power steering lines that were leaking.
* We did an oil change and filters on the 2017 Chevy 3500 dually.

Town Shop

* We hauled the scrap metal around the Town Shop to Scharf Recycling and received a check for $338.

**Conover Fire Department – Rob Martinson – Fire Chief**

This month we worked our dry hydrants to make sure all still work and can get water from them. All is good.

Officer meeting 1

Meeting and training 2

Lift assists 8

Structure fire 0

Wildland fire 0

Mutual Aid 5

Tree on lines 0

CO alarm 1

Total calls with meetings 17

**Conover Ambulance – Kendra Lederer – Service Director**

Lots run to Eagle River lately and everyone has been working together at filling in the schedule. Working with Nicolet to get a refresher course here in Conover to make sure everyone is good for license renewal next year. Class should start sometime in January or February.

**Total Runs:** 11

**No-Transports**: 5

**Transports:** 6

**CONOVER CHAMBER OF COMMERCE**

**BOARD MEETING – WEDNESDAY OCTOBER 19, 2022 at Conover Center**

**IN ATTENDANCE:** Jacki Hildebrandt, Jenny Schiddel, Mimi Muehlbach, Carolyn Young, Chris Yerges, Kelly Kraetsch, Beth Millin, and Marilyn Hilliard **GUEST:** Ashlee Millin

**ACCEPTANCE OF MINUTES:** All were in favor of acceptance of minutes from September 21, 2022 meeting.

**CHAMBER FINANCES:** Reviewed and discussed financial report. 501(c)6 forms and supporting documentation submitted and accepted by IRS for processing. Town of Conover public hearing and special town meeting of electors is tonight at 5:30 pm and board will attend. Jacki attended the Destinations Wisconsin Room Tax 101 Webinar. No grants to apply for currently.

**CHAMBER BOARD & OFFICE:** Discussed insurance review and recommendations for changes in our coverage. Reviewed and discussed our Chamber bylaws. Have compiled a list of changes, will revise bylaws accordingly, and email them to board to review. Discussed what board positions will be open to fill and possible candidates to fill these positions. Bylaw changes and board elections to be voted on at our annual dinner & membership meeting 11-15-2022 at Lanny’s Fireside. Invitations have been mailed out to our membership for this meeting. Approved posting our Chamber mission statement on our office door window.

**MEMBERSHIP:** Thank you notes, and membership decals all sent. Toured Buckatabon Lodge. Discussed creating an “Are you a Member?” poster with Chamber membership applications to display at our member’s businesses.

**NEWSLETTER:** Carolyn gave newsletter report and statistics. Statistics continue to improve. Have reached out to our membership for holiday specials to include in our upcoming newsletters.

**ADVERTISING & PROMOTION:**

*BRANDING:* Photos needed, high resolution, actual size, and starting point of adventure perspective. Chamber logo needs to be updated yet on our website. Conover signs are moving to town expenditures in 2023. Approved acquiring a free QR code to access our Chamber website.

*VISITOR’S GUIDE:* Accepted updated proposal from 5 Star Marketing and will request our timeline from them. Reviewed ad sales sheet and will start ad sales soon. Next Visitor Guide committee meeting is 10-25-2022 at 4:30 pm. Our guide was at the Milwaukee Snowmobile Show 10-14-22 thru 10-15-22. Guides have been sent to Wisconsin Welcome Centers.

*WEBSITE:* Website report reviewed. Discussed our meeting with Holly, our website manager. Compiling our list of changes and improvements to submit to her. Fall Color Report is on our website home page and Mimi has been updating weekly. Will be adding Trail Conditions to website home page when snow arrives. Will be submitting our 2023 events to be added to our website event calendar.

*FACEBOOK:* Will be sharing and posting our member’s holiday specials.

*VISITOR CENTER:* Town Property Committee met. Awaiting further word from Town Property Committee on what is next step.

*TRAVEL WISCONSIN:* Discussed our meeting with Jeff Anderson, our regional tourism specialist with Travel Wisconsin. He provided us with great information and resources that we can take advantage of going forward.

*ACTION TRACKS:* Approved purchasing a full-page ad for publication and will cost share expense of ad with Conover Sno-Buddies and the Northwoods Blizzard Blast.

**EVENTS:**

*UPCOMING EVENTS:* Will create post on Facebook to promote Blood Drive 10-25-2022. Lions Club looking for volunteers and Chamber will help at Halloween Party on 10-31-2022. We will not be doing a clothing or toy drive this year. We will start some Town Christmas light decorating soon while the weather is nice. Lights will be turned on later.

*2023 EVENTS:* Submitted to Eagle River Chamber. Sending to Travel Wisconsin. Post on our website.

**VILAS COUNTY TOURISM & CHAMBER:** Vilas County Tourism 2023 budget is not yet finalized. Discussed 10-13-2022 Vilas County Chamber meeting. Notified our recreational groups that the Map It App changes are due by 10-20-2022

**MISCELLANEOUS:** Mimi completed our final Adopt-A-Highway clean-up for this year.

**NEXT BOARD MEETING:** Our next scheduled board meeting is Wednesday, November 9, 2022 at 9:00 a.m. at the Conover Center.

Respectfully submitted: Jennifer Schiddel, Secretary