

## **Minutes**

## **Town Board**

**10-10-2016**

Roll Call: Chair: Bill Puetz; Supervisors: Pat Docter, Jackie Veldman, Ken Sonntag, and Jen Buelow;

Clerk: Linnae Wierus, Treasurer: Rosemary Mugan;

Also present: Lynn Beckford, Ron Sippel, Richard Bemis, Andy Seil, Lili Giertz, and Joe Pahrabo

**1. Call to Order & Pledge of Allegiance** – Bill calls the meeting to order at 7:01 pm.

**2. Approval of 9/12/16 & 9/19/16 minutes** – Pat makes the motion to approve the minutes from 9/12 and 9/19. Ken seconds the motion. No nays, motion carried. Add Jackie seconds the motion on new business item b & c.

**3. Treasurer Report and Bank account status report** – Rosemary reads the treasurer's report. No objections.

**4. Clerk report, correspondence, and approval of vouchers** – The copier broke on Saturday. A part was ordered today and will hopefully be fixed by next week. Linnae did open absentee voting in clerk's office earlier because of her schedule change.

### **5. Monthly Reports:**

**a. Building Inspector's report for the month of September** – 6 building permits for the month of September including 2 reroofs, detach garage with electric, new house build, service upgrade, and remodel.

**b. County Supervisor's (Dick Bemis) report for the month of September** – Dick Bemis talked about the Sheboygan County Fix It road meeting. Rocky knoll continues to have a good census.

**c. Road Commissioner's report for the month of September** – Road work was delayed due to the rain. The work was complete by 9/30. Brush and tree trimming is complete. Division road has been graded and 5 loads of gravel were used. Rosemary asks about the remaining balance of the road work account to see if we can have more brush cutting and pot holes repair with the remaining balance. Pat will look into it.

**d. Plan Commission's report for the month of September** – Brandon Thone was approved and the recommendation is being made to the Town Board for a conditional use permit for his underground utility company. William Pierron was approved to build a pole shed on his property.

**e. Town Chairman's report for the month of September** – None.

**f. Monthly check of fire extinguishers, furnace filter, & LP tank** – All were checked.

### **6. Old Business (All items below will be Discussion & Possible Action)**

**a. Division Road** – Pat said road was graded and 5 loads of gravel were added.

**b. Silver Spring Lane – Manure on the town's right of way** - Pat and Ken checked the property. It has been kept maintained.

**c. Hosting the WTA town meeting** – Jen provides a menu for the meeting. The board discusses setting up and bringing extras for the menu.

**d. Building permit approval by the Plan Commission for new buildings and homes** – Linnae is waiting for information from Safe Built regarding the cost associated with the building inspector verifying the setbacks.

**e. Public hearing notices for both Plan Commission and Town Board** – The town board reviews the need to have public hearings for both the Plan Commission and Town Board. Our town ordinance states that there are two public hearings one for each meeting. Tabled till next month

## **7. Public Comment** - None

## **8. New Business (All Items below will be Discussion & Possible Action)**

**a. County road work** –The scheduled road work is complete.

**b. MAC lighting** – Ron Sippel said the park's night lights and some outlets were updated. Pat makes the motion to pay \$1384.70 out of 800CRE. Jen seconds the motion. No nays, motion carried.

**c. New computer for clerk** – The board discuss the option for getting a new computer for the clerk. Linnae will make sure the QuickBooks will transfer to the new computer. Ken makes the motion to allow up to \$600 to be taken out of account 57100. Jen seconds the motion. No nays, motion carried.

**d. Gentle Hands Animal Rescue/Kristina Bludau** – Pat makes the motion to allow Kristina to have till 10-15 to pay the dog license fee. Jackie seconds the motion. No nays, motion carried.

**e. Winter newsletter** –Linnae will have the newsletter prepared for next month.

**f. ATV use on town roads** – Will be removed from the agenda until further notice.

**g. J Maul agreement** – Ken makes the motion to approve the tax collection software transcendent technologies for the next year with the pet license fee coming out account 24500 in the amount \$150.00. Jackie seconds the motion. No nays, motion

**h. Gabe Construction installing fiber optics along Hwy. 67** – Lily from Gabe construction explains that they will be installing fiber optics along Hwy 67. There is no permit needed as the installation is taking place in the right of way of the road.

**i. Fix it Sheboygan County meeting** – Jackie gives an overview of the Just Fix It meeting for Sheboygan County.

**j. County Revenue Agreement** – Jackie makes the motion to sign and accept to the Sheboygan county sales tax revenue-sharing for transportation infrastructure maintenance 2017 intergovernmental cooperative agreement. Jen seconds the motion. No nays, motion carried.

**k. Board proposal to set the 2016 tax levy** - Jackie proposes to set the 2016 tax levy at 5% increase town levy by \$8316.00 for a total of \$174,632.00. Pat seconds the motion. No nays, motion carried.

**l. Adopt resolution of the Town Board to propose exceeding 2016 levy limits** – Jackie makes the motion to adopt the resolution to propose exceeding the 2016 levy limits. Pat seconds the motion. No nays, motion carried.

**m. Office 365 for clerk and treasurer** – Rosemary reviews the prices for office 365. Ken makes the motion allow the clerk and treasurer to purchase office 365 in the amount of \$295.00. Jen seconds the motion. No nays, motion carried.

**n. Clerk's schedule** – Due to a change in Linnae's schedule the office hours are now Saturday mornings from 8:30am to 12pm.

**o. Cascade First Responders contract** – Jackie makes the motion to sign and accept the contract for the cascade first responders. Ken seconds the motion. No nays, motion. Pat abstained

**p. Greenbush fire protection agreement** –ken makes the motion to accept the Greenbush fire protection agreement of \$8200.00. Jen seconds the motion. No nays, motion carried. Pat abstained.

## **9. Set Agenda for Next Month's Meeting**

- Insurance coverage information
- Road work/brush cutting
- Building permit approval by the Plan Commission for new buildings and homes
- Public hearings for Town Board and Plan Commission
- Winter newsletter
- Gentle Hands Animal Rescue/Kristina Bludau
- Brandon Thone
- WTA meeting
- Culverts/driveway
- Shoveling at the Town Hall
- Lawn care at the town park

**10. Adjournment** – Pat makes the motion to adjourn. Jackie seconds the motion. No nay, motion carried. Meeting is adjourned at 9:15pm.

Respectfully submitted,

Linnae Wierus