

Roll Call: Chair: Bill Puetz; Supervisors: Pat Docter, Jackie Veldman, Bob Rementer, & Dave Schuh;
Treasurer: Rosemary Mugan; Clerk: Linnae Wierus;
Also present: Judy Geib, Ed Ritger, and Jim Geib

Public Hearing

1. **Call to order:** Bill calls the public hearing to order at 7:03 p.m..
2. **NOTICE IS HEREBY GIVEN** that the Town Board will hold a Public Hearing on December 14, 2015 beginning at 7:00 p.m. at the Town Hall, W8095 Parnell Road, Cascade, WI 53011. The Town Board will be reviewing and possibly increasing the fee schedule including building permits. If you would like a copy of the current fee schedule or have any questions regarding this matter, please contact the clerk.
 - Dave makes the motion to close the public hearing on the fee schedule. Bob seconds the motion. No nays, motion carried.
3. **NOTICE IS HEREBY GIVEN** that the Town Board will hold a Public Hearing on December 14, 2015 beginning at 7:00 p.m. at the Town Hall, W8095 Parnell Road, Cascade, WI 53011. The Town Board will be reviewing and possibly amending the Wireless Telecommunication Facilities Ordinance Chapter 41 to remove the requirement for a conditional use permit for modifying existing tower per Wis. Stats. §66.0404. If you would like a copy of the current ordinance or have any questions regarding this matter, please contact the clerk.
 - Jackie wants to verify this is to remove need for the conditional use permit. Bob makes the motion to close the public hearing on the communication tower. Pat seconds the motion. No nays, motion carried
4. **NOTICE IS HEREBY GIVEN** that the Town Board will have a Public Hearing on December 14, 2015 beginning at 7:00 p.m., located at the Town Hall, W8095 Parnell Road, Cascade, WI 53011, to consider the request for Matt Krueger. Matt Krueger is the owner of the Tax Parcel #59012155160 (Lot: 40.00 acres) Property is located on W7046 Kettleview Rd. Plymouth, WI 53073. Legal Description: Part of the SW NE, SEC 12, T14 R20. Town of Mitchell, Sheboygan County, Wisconsin. Reasons & justifications for the public hearing: Matt would like to split approximately 10 acres off from the current parcel #59012155160 and for the new parcel to be rezoned from Ag1 to Ag3.
 - Jackie makes the motion to adjourn the public hearing on the matt Krueger's property. Pat seconds the motion. No nays, motion carried.
5. **NOTICE IS HEREBY GIVEN** that the Town Board will have a Public Hearing on December 14, 2015 beginning at 7:00 p.m., located at the Town Hall, W8095 Parnell Road, Cascade, WI 53011, to consider the request for Allen Yekenewicz. Allen Yekenewicz is the owner of the Tax Parcels #59012163402 & 59012163400 (Lot: 1.36 acres & 5.1 acres) Property is located on N3480 Highview Rd. Cascade, WI 53011 Legal Description: 59012163402 – NE SE, SEC 24 T14 R20, 59012163400 – PRT NE SE, SEC 24 T14 R20. Town of Mitchell, Sheboygan County, Wisconsin. Reasons & justifications for the public hearing: Allen would like to split approximately 3.37 acres off from the current parcel #59012163400 and combine the remaining approximately 1.73 acres with parcel 59012163402. Also, parcel 59012163402 to be rezoned from Ag2 to R1.

- Pat makes the motion to close the public hearing on the division of the property. Jackie seconds the motion. No nays, motion carried.

6. Public Comment – None

7. Adjournment – Pat makes the motion to adjourn. Jackie seconds the motion. No nays, motion carried.

Town Board Meeting

1. Call to Order & Pledge of Allegiance: Bill calls the meeting to order at 7:10p.m.

2. Approval of Minutes from 11/9/2015 meeting: Jackie makes the motion to approve the minutes from 11/9/2015. Bob seconds the motion. No nays, motion carried.

3. Treasurer Report and Bank account status report: Rosemary reads the Treasurer report and Bank account information.

4. Clerk report, correspondence, and approval of vouchers: Six people attended Chief Inspection training for the upcoming elections in Greenbush on 12/2/15. At least two more will be attending training before elections in February.

5. Monthly Reports:

a. Building Inspector's report for the month of November: No permits for November.

b. County Supervisor's (Dick Bemis) report for the month of November: The county put in new hardwood flooring in Woodland Village in Rocky Knoll to make it easier for the residents to move around on. The state gave Rocky Knoll a 5 star rating. The train had its first run between Plymouth and Sheboygan Falls. Dick checked about the sidewalk in Sheboygan Falls, that Dave mentioned during the last meeting. The city is looking to change the pathway in the future. The county is drawing up plans for the new county shed. The airport has been quiet. Dick Bemis is looking to run for another 2 year term.

c. Road Commissioner's report for the month of November: Town of Osceola contacted him about the ownership of Division Rd.

d. Plan Commission's report for the month of November: There were two public hearings in the month of November. Matt Krueger wants to split 10 acres off of his 40 acre parcel and rezone both parcels to AG3 from AG1. Allen Yekenewicz wants to split 3.37 acres from his 5.1 acre parcel and combine the remaining 1.73 acres with his other 1.36 acre parcel. Both requests were approved by the Plan Commission. Jay Keuper came as informational wanting to split 5 acres off of his 40 acre parcel located on County Rd V. Peter Seely from Silver Springs Farm is interested in turning an existing building into a commercial kitchen to make products from the produce he grows. He would need to rezone the property to Ag4 and apply for a conditional use permit. The Plan Commission recommended he contact the county regarding septic.

e. Town Chairman's report for the month of November: Bill replaced the flag because it was tattered.

f. Monthly check of fire extinguishers: The Fire Department did a safety check on the building. The fire extinguishers needed to be recertified and one exit light down in the basement had a wiring issue and needs a new battery. The fire extinguishers need to be checked on a monthly basis.

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

- a. Update on brush cutting** –Pat is waiting for frost in the ground and the weather to be better before he can start.
- b. Duties of clerk/treasurer**- Tabled till January's meeting.
- c. QuickBooks committee** – The committee is having another meeting on 12/18. There are a few accounts left that need to audited.

7. Public Comment: None

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

- a. Complaint letter regarding the Geibs** – The concern from letter the Skattum Family written is the 3rd family in the house. According to a letter from April 2008 sent by the chairman to the Geib's states there should only have 2 families living in the house. Ed Ritger, speaking on behalf of Jim & Judy Geib, states the house was built as a two family house. The lower level was occupied by renters and Jim and Judy live on the second story. The mother in law suite connects to the living area of the second story. It was previously occupied by Judy's mom. Now it is being rented by a couple. The entrance of the room goes through the Geib's residence. The board states the Geib's are in violation with the current zoning of R2. R2 allows one family or two family dwellings. Ed Ritger requests a copy of the town's point system and will follow up with the Town. The Geib's are not allowed is rent the lower level until the matter is cleared up.
- b. Allen Yekenevicz** – Pat makes the motion to approve the lot split and rezoning as recommended by the Plan Commission. Bob seconds the motion. No nays, motion carried.
- c. Matt Krueger** – Bob makes the motion to approve the recommendation by the Plan Commission. Dave seconds the motion. No nays, motion carried.
- d. Update Tower Ordinance** – Bob makes the motion to update and change the verbiage in the tower ordinance to remove the need for a conditional use permit to modify the tower in order to comply with the state statute 66.0404. Jackie seconds the motion. No nays, motion carried.
- e. Request from 4H to use Town Hall Sunday night** – Dave makes the motion to allow 4H to use the town hall one Sunday per month. Jackie seconds the motion. No nays, motion carried.
- f. Division Road ownership** – Jim Walter from the Town of Osceola contacted Pat regarding the ownership and care of Division Rd. The town cares for the road Butler Lake north to Deer Rd. Butler Lake Road south before the curve for about 1.2 miles. The county plows Butler Lake Rd north to Scenic then goes through by Clems Rd.
- g. Update posting locations** – According to the Act 79, the town can post the agenda on the town's website and one other posting location. Dave makes the motion to change our posting requirements to the internet and the town hall as a minimal. Jackie seconds the motion. No nays, motion carried.
- h. Appoint election officials** – Dave makes the motion to accept the list of 10 people for election officials. Jackie seconds the motion. No nays, motion carried. Pat abstained. The election officials include: Renee Statz-Gilmour, Joyce Nanz, Pam Puetz, Lisa Schuh, Joann Puetz, Pat Doctor, Karol Doctor, Phyllis Buhler, Becky Klahn-Schwartz, and Linnae Wierus.
- i. Cascade Fire Dept** – Dave makes the motion to approve the 2016 contract with the Cascade Volunteer FD. Jackie seconds the motion. No nays, motion carried. Pat abstained.
- j. Updating Fee Schedule** – Dave makes the motion to accept exhibit C minus the 3+ multi family from the building permit fees and removing soda license and updating the driveway permit to \$60.00 for the town's fee schedule. Bob seconds the motion. No nays, motion carried.

9. Set agenda for next month's meeting:

- Brush cutting
- Division Rd
- Complaint letter regarding Jim & Judy Geib
- Duties of clerk/treasurer
- Snow removal from the Town Hall

10. Adjournment: Dave makes them motion to adjourn the meeting. Bob seconds the motion. No nays, motion carried. The meeting adjourns at 8:47 p.m..

Respectfully submitted,
Linnae Wierus