

## Minutes

## Town Board

**2-8-2016**

Roll Call: Chair: Bill Puetz; Supervisors: Jackie Veldman, Bob Rementer, and Dave Schuh; Treasurer: Rosemary Mugan; Clerk: Linnae Wierus

Absent: Pat Docter

Also present: Tony (Doc) Leonard, Maralyn Fowler, Jay Keuper, Todd Gerlach, and Ben Gerlach

### Town Board: Public Hearing

1. **Call to Order:** Jackie calls the Public Hearing to order at 7:00 pm
2. **NOTICE IS HEREBY GIVEN** that the Town Board will have a Public Hearing on February 8th, 2016 at 7:00 p.m., located at the Town Hall, W8095 Parnell Road, Cascade, WI 53011, to consider the request for Edward Keuper and Mary Keuper Irrevocable Trust/Edward Keuper & Elizabeth Schober. Edward Keuper & Elizabeth Schober are the owners of the Tax Parcel #59012161060 (Lot: 40.00 acres) Property is located at W8349 County Rd V, WI 53011. Legal Description: Part of the NE SW, SEC 21, T14 R20. Town of Mitchell, Sheboygan County, Wisconsin. Reasons & justifications for the public hearing: Edward and Elizabeth would like to split 5 acres off from the current parcel #59012161060 and for the new parcel to be rezoned from Ag1 to R2.
3. **Public Comment:** None
4. **Adjournment:** Bob makes the motion to close the public hearing. Bill seconds the motion. No nays, motion carried.

### Town Board

1. **Call to Order & Pledge of Allegiance:** Jackie calls the meeting to order at 7:06 p.m..
2. **Approval of Minutes from 1/11/2016 meeting:** Dave makes the motion to approve the January minutes as written. 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:** LP tank was filled up on Friday and there is about \$430 left in the prepay account. Pat fixed the exterior and entry way lights. After the election, Linnae will be going through and destroying documents and meeting recordings that have been retained for the required time.
5. **Monthly Reports:**
  - a. **Building Inspector's report for the month of February:** Two permits issued in January.
  - b. **County Supervisor's (Dick Bemis) report for the month of February:** Nothing to report.
  - c. **Road Commissioner's report for the month of February:** Nothing to report.

**d. Plan Commission's report for the month of February:** There was a public hearing for Jay Kueper for the lot split and rezoning. The Plan Commission made the recommendation to the Town Board for approval. Informational item for Peter Mersberger who was inquiring about possible lot split and building areas of his 3 parcels located on Scenic Road and Co Rd F. TJ Sommer was present for informal regarding a conditional use permit for his shooting range. TJ provided the Plan Commission with State Statutes regarding conditional use requirements for pre-existing rifle range. The Plan Commission is requesting the Town Board review the State Statutes and follow up with TJ. Glen and Lynn Tackers were approved for building a pole shed on the property located on Co Rd F.

**e. Town Chairman's report for the month of February:** Bill thanks Jackie for running meeting.

**f. Monthly check of fire extinguishers, furnace filter, and LP tanks:** Dave will check the fire extinguishers and furnace filters before leaving. LP tanks were recently filled.

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

**a. Duties of Clerk & Treasurer** – Tabled till next month.

**b. Town Hall snow removal** – Tabled till next month.

**c. QuickBooks Committee** – After a lot of hours and multiple meetings. The committee has reconciled all accounts except two liability accounts. The main issue was the funds were not placed in the current accounts.

**d. Follow up on complaints regarding hunters from the highlands property-** Highlands sent a letter stating improvements that have been made to address the neighbor's complaints. Dave makes the motion of sending the letter with the exception of removing the last sentence of paragraph 3. Jackie seconds the motion. No nays, motion carried. Bob abstained. Linnae will include a paragraph to thank TJ for the efforts already made to address the neighbor's concerns

**e. Brush cutting** – Tabled till next month.

**f. Complaint letter regarding Jim & Judy Geib-** Tabled till next month.

#### **7. Public Comment:** None

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

**a. Jay Keuper** – Dave makes the motion to approve the splitting of the jay Kueper property parcel#5901211060, 5 acres to be rezoned to R2 and remaining 35 acres stay Ag1 as recommended by the Plan Commission. Bill seconds the motion. No nays, motion carried.

**b. Introduction of new building inspector** – Doc introduce himself, he has been with Safebuilt/Independent Inspections for 9 years. He currently serves 7 other townships in the area. The Plan Commission will continue to approve new buildings and verify setbacks and zoning. Doc will wait for the Town to issue a letter of approval to him before issuing the building permit.

**c. Logging around scenic Dr** – Dave talked to Jason from the DNR. The logging company will address the damage to the new road. It is in the contract with the DNR that if the logging company causes damage to the roadways they will repair the roads.

**d. Annual audit-** The audit is scheduled for 2/12 at 1 p.m..

**e. Jason & Rebecca Pfeifer-** Jason & Rebecca submitted a statement including status updates on their conditional use permit. The Pfeifers are allowed one more renewal of the conditional use permit. The Town Board will review the renewal request next month.

**9. Set agenda for next month's meeting:**

- Duties of clerk & treasurer
- Town hall snow removal
- Brush cutting
- Logging around Scenic Dr
- QuickBooks committee
- Jim & Judy Geib
- Highlands shooting range conditional use permit
- Jason & Rebecca Pfeifer – renewal of conditional use permit

**10. Adjournment:** Bob makes the motion to adjourn. Bill seconds motion. No nays, motion carried. The meeting is adjourned at 8:25 p.m..

Respectfully submitted,

Linnae Wierus