

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

Clerk: Linnae Wierus

Also, present: Dan Feldner & Norb Kraemer

### **Public Hearing**

1. Call to order – Bill calls the public hearing to order at 7:00pm

2. **NOTICE IS HEREBY GIVEN** that the Town Board will hold two Public Hearings on March 13, 2017 beginning at 7 p.m. at the Town Hall, W8095 Parnell Road, Cascade, Wisconsin. The purposes of these hearings are:

- To consider the application by the Sheboygan County Highway Department to renew its “Mineral Extraction License” for a gravel pit located on the Earl Shaver property, in the SW ¼ of the NW ¼ of Section 13, County Road S, Town of Mitchell, Sheboygan County, Wisconsin.
- Ken makes the motion to close the public hearing. Jackie seconds the motion. No nays, motion carried.
- To consider the application by the Northeast Asphalt to renew its “Mineral Extraction License” for a gravel pit located on the Norbert and Janice Kraemer property, in the SW ¼ of the NE ¼ of Section 13, County Road N, Town of Mitchell, Sheboygan County, Wisconsin.
- Pat makes the motion to close the public hearing. Ken seconds the motion. No nays, motion carried.

3. Public Comment –None

4. Adjournment – Pat makes the motion to adjourn the public hearing. Ken seconds the motion. No nays, motion carried.

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### **Town Board Meeting**

1. **Call to Order & Pledge of Allegiance** – Bill calls the meeting to order at 7:06pm.

2. **Approval of 2-13-2017 minutes** – Ken makes the motion to approve the minutes from 2-13-17 and 2-27-17 and make them the official minutes of the town. Jackie seconds the motion. No nays, motion carried.

3. **Treasurer Report and Bank account status report** – Rosemary reads the treasurer’s report including bank statements

4. **Clerk report, correspondence, and approval of vouchers** – Linnae prepared a letter for Mike Dwyer asking him to submit any outstanding invoices by 4-10-17 and thanked him for his years of service. Linnae was in contact with Associated Appraisal regarding their double invoices for the month of December. Associated Appraisal changed their invoicing to the 1<sup>st</sup> of the month compared to the 15<sup>th</sup> of the month. The town was always paying for the previous month and now it is paying for the current month. So there was two invoices received for the month of December. Also, Linnae picked up the absentee ballots today and will be mailed out this week for the 4-4-17 election.

5. **Monthly Reports:**

a. **Building Inspector's report for the month of February** – No building permits for the month

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** – The county chipped the trees that were down from the wind storm last month.

d. **Plan Commission’s report for the month of February** – Paul Geib is requesting a building addition for his property. He also is requesting a conditional use permit. There may be an issue with the set back of the current building. Paul is moving most of the cars off of the property to a storage unit in another township. Mineral extraction licenses applications for both Northeast Asphalt and Sheboygan County.

e. **Town Chairman’s report for the month of February** – Nothing to report

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

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

- a. Building permits approval by the Plan Commission for new buildings and homes** – Safe Built charges \$65 per hour for verifying setback with a minimum of an hour.
- b. Public hearing notices for both Plan Commission and Town Board** – Ken makes the motion to ask the Plan Commission to review and approve the resolution for amending the Town of Mitchell zoning code for public hearing. Pat seconds the motion. No nays, motion carried.
- c. Driveway improvement** – Ken makes the recommendation to replace Linnae’s name with Town Clerk. Town roads only will require a driveway & culvert permit application and fee. Ken seconds the motion. No nays, motion carried.
- d. Broadband grant** – tabled till next month

**7. Public Comment** – Norb Kraemer inquires if two public hearings are necessary for mineral extraction license. This will be amended. He also suggests taking Greg Hau from the county along on the road review to get his input.

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

- a. Carryover funds from 2016 to 2017’s budget resolution** – Pat makes the motion to accept the resolution to transfer \$41882.46 from 2016 budget account 53311 to 2017 budget account 53311. Jackie seconds the motion. No nays, motion carried.
- b. Mineral Extraction License** – Sheboygan County Highway Dept. – Ken makes the motion to renew the mineral extraction license. Jackie seconds the motion. No nays, motion carried.
- c. Mineral Extraction License** – Northeast Asphalt – Ken makes the motion to renew the mineral extraction license. Jen seconds the motion. No nays, motion carried.
- d. Annual audit** – Audit was completed on February 28th by Eva Lehman and Chip Beckford. No errors found.

**9. Set Agenda for Next Month’s Meeting**

- QuickBooks for treasurer
- public hearing approval by the plan commission
- broadband grant
- Requesting Greg Hau to attend spring road review
- set date for spring road review
- sign at Solu winery
- beer license for the MAC
- spring road review
- County complaint about setbacks for a resident putting up a fence on Parnell Rd & Cty Rd S

**10. Adjournment** – Ken makes the motion to adjourn. Jen seconds the motion. No nays, motion carried. Meeting is adjourned at 8:27pm

**Respectfully submitted,**

**Linnae Wierus**