

TOWN OF WILSON  
SHEBOYGAN COUNTY, WISCONSIN  
**APPROVED MINUTES OF JUNE 21, 2010 TOWN BOARD MEETING**

**CALL TO ORDER & DECLARATION OF OPEN MEETING:**

Chair Gartman called the Town at 6:10 p.m., legal posting dates and times were verified and meeting was declared an open meeting.

**PLEDGE OF ALLEGIANCE** was recited.

**PRESENT:** Chair David Gartman, Supervisor Dale Sommer, Supervisor David Senkbeil, Treasurer Laurie Pankratz, Clerk Cheryl Rostollan. **Also present:** Dan Rostollan, Bonnie and Larry Kairys, Guy Jones, Rick Meyer, Carol Horne, Jim Kummer, Cathy Schnur, Jim Ten Dolle, Rick Meyer.

**PUBLIC HEARINGS:**

1. Cemetery Ordinance – Opened at 6:12 p.m.; no public input; closed at 6:13 p.m.
2. Wood Processing – Opened at 6:13 p.m.; no public input; closed at 6:14 p.m.

**APPROVAL OF DRAFT MINUTES:**

- May 27, 2010 Board of Review – Motion by Gartman to adopt draft minutes with noted change; second by Sommer; motion carried with no nay votes and one abstention from Senkbeil due to his absence at Board of Review.
- June 7, 2010 Town Board Meeting – Motion by Senkbeil to approve as printed with the exception of change to include additional background information regarding draft minute approval; second by Sommer; motion carried with no nay votes and no abstentions.

**PUBLIC COMMENT SESSION:** None (*Clerk was directed to add verbiage to future agenda regarding 3 minute per person and total of 30 minute maximum.*)

**REPORTS:**

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| 3. Treasurer – Report provided by Laurie Pankratz | 4. Clerk – Report provided by Cheryl Rostollan   |
| 5. Constable – none                               | 6. Plan Commission - none  |
| 7. Park & Forestry Commissioner – none            | 8. Wage, Salary & Benefits Commission – Report provided by Guy Jones   |
| 9. Long Range Planning Ad Hoc Committee - none    | 10. Black River Fire Department - None   |
| 11. First Responders - none                       | 12. Maintenance: (Snowplowing/Roads/Maint. Site/Bldgs) – Rick Meyer reported on Prange Road, dog park, mowing. |

**APPOINTMENTS / NEW BUSINESS:**

13. Chuck Nahn, Nahn & Associates – Chuck Nahn presented proposed stormwater designs Maple Lane, Pheasant Lane, South 16th Street, and proposed letter to residents for right-of-way compliance to original subdivision stormwater design plans. Provided visual presentation explaining his findings and proposed betterments. Gartman questioned reducing the paved road width; Nahn shared that the City is also in favor of reduced the road width. Right-of-way will need to be reclaimed by clearing plantings, rocks, etc. for storing snow as well as maintaining drainage. *Chuck Nahn will tweak his presentation and provide the board with another presentation at the Tuesday, July 6<sup>th</sup>, 2010 board meeting. The Joint Town/City meeting will be held on July 22, 2010 at 7:00 p.m. in the Town Hall.*
14. Jessica Potter, Sheboygan County Economic Development Corp. – Motion by Sommer to donate \$300.00 in 2010 and \$300.00 in 2011 to the Sheboygan County Economic Development Corporation; second by Senkbeil; motion carried with no nay votes and no abstentions. (Schedule 2010 \$300.00 payment for July 6, 2010.)
15. Peter Molitor regarding Conditional Use Permit application for property located at 4219 South 15<sup>th</sup> Street, Section 3, Town 14, Range 23 in the Town of Wilson, Sheboygan County, WI. The parcel number is 59030469560 and the property is zoned R-1, residential). Motion by Sommer to approve Conditional Use Permit to allow Peter Molitor to

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- operate a business office in his home at 4219 S. 15<sup>th</sup> St., Sheboygan with changing condition no. 2 to "Number of employees not to exceed one (1), condition no. 3 to "No off-premise parking allowed", condition no. 5 to "Any exterior signage will conform with Town of Wilson Sign Ordinance"; second by Senkbeil; motion carried with no nay votes and no abstentions.
16. Jeff Berglund – 1521 CTH V – regarding request for division of parcel located at 7225 Shircel Road, Sheboygan – Motion by Senkbeil to follow Plan Commission's recommendation to deny Jeff Berglund's request to divide parcel located at 7225 Shircel Road; second by Gartman; motion carried with no nay votes and no abstentions.
  17. Jim Ten Dolle, Reformation Presbyterian Church – Sign Permit Application for building located at 3629 CTY V, Sheboygan – Motion by Sommer to approve sign for Reformation Presbyterian Church at 3629 CTH V, Sheboygan as applied for with light according to Sign Ordinance; second by Senkbeil; motion carried with no nay votes and no abstentions.
  18. Jane Kettler, Miller Engineers & Scientists regarding proposal for one monitoring event at old town landfill site – Motion by Senkbeil to enter into a contract with Miller Engineers & Scientists for \$3,500 for one monitoring event in 2010; second by Sommer; discussion; motion carried with no nay votes and no abstentions.
  19. Frank Schultz, WI DNR regarding ash disposal landfill site at 5400 Frontage Road, Sheboygan – *Schultz not able to attend until July 6, 2010 board meeting, along with their geo-hydrologist.*
  20. Retaining expert 3<sup>rd</sup> party to conduct independent study to analyze groundwater test results provided by Alliant Energy for Ash Disposal Site located at 5400 Frontage Road, Sheboygan – *Deferred until July 6, 2010 board meeting; Frank Schultz, WI DNR and their geo-hydrologist will also be present for this meeting.*
  21. Recommendations from Wage, Salary & Benefits Commission:
    - a. Wage and Benefits for Deputy Clerk, Janet Vinson – *Deferred until 2011 budget planning or special Town Board meeting.*
    - b. Wage and Benefits for Maintenance and Roads Supervisor, Rick Meyer – *Action deferred until 2011 budget planning.*
  22. Dissolution of holding tank agreements – Review and possible revision of Town of Wilson Resolution 01-2010. Motion by Gartman to grant treasurer an extension until August 31, 2010 to dissolve holding tanks and issue monies deposited; seconded by Senkbeil; motion carried with no nay votes and no abstentions.
  23. Adoption of C-2 Town of Wilson Ordinance (conservancy for land to be used for cemetery) – *Deferred for final draft*
  24. Adoption of amendments to Industrial and Agricultural zoning to include conditional use for wood processing – *Deferred for final draft*
  25. Disbursements:
    - a. Checks on hold - none
    - b. Black River Fire Department – Motion by Sommer to approve Town of Wilson Fire Department disbursements; second by Gartman; motion carried with no nay votes and no abstentions.
    - c. Town of Wilson First Responders – Motion by Senkbeil to approve expenditures of Town of Wilson First Responders; second by Gartman; motion carried with no nay votes and no abstentions.
    - d. Town of Wilson – Motion by Senkbeil to pay Town of Wilson disbursements for June 21, 2010 in the amount of \$135,104.08; second by Sommer; motion carried with no nay votes and no abstentions.
  26. Roads/building maintenance:
    - a. 2011/2013 Snow Plowing Contract – Motion by Sommer to approve Request for Sealed Bids form with amending the date to July 19, 2010; second by Gartman; motion carried with no nay votes and no abstentions. Reviewed contract presented by Meyer and discussed salt, shared services with City of Sheboygan. *Meyer to incorporate the verbiage "complete roads or portions of all roadways within the town".*
    - b. Black River Fire Station – Proposed keyless entry. Locksmith is still researching options; *Meyer will also check into options of keyless overhead door.*
    - c. Proposal for Motel Road improvements – Motion by Gartman to approve June 21, 2010 estimate from Sheboygan County Highway Department for shouldering, ditching and culvert replacement in the amount of \$3,720.00 (subtracted \$1,800 for blacktop from proposal); second by Sommer; discussion; motion carried

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- with no nay votes and no abstentions.
- d. Lake Aire 4- pavement completion – *Meyer will contact Crisbell-Snyder to get a firm date for a walk-through, if unable to obtain a date a special meeting will be scheduled to discuss potentially changing the approving firm to Abacus Engineering. If an appointment is not scheduled for within 2 weeks, schedule a special meeting.*
27. Sheboygan County Adoption of Chapter 35, Uniform Rural Numbering Systems and Town's adoption of signage – Motion by Gartman to choose "Option 1-Defer implementation for a year, green color, sign size 18" x 6", lettering size 3 1/2" & street name 1" and no reference to Town of Wilson on signs"; second by Senkbeil; motion carried with no nay votes and no abstentions. *Let Sheboygan County know that they should let us know if they need any further information and that when they receive a cost estimate at 2011 budget time we would appreciate that information.*
28. Follow-up on complaints:
- a. Marcia Thiel regarding long grass, un-kept yard at 4918 S. 14<sup>th</sup> Street – *Clerk to send a certified letter stating we've received a complaint that the grass needs to be cut.*
- b. Chris Davis regarding 7133 Shircel Road, suspected inhabiting of land zoned for Industrial – *Clerk to send a letter to Chris Davis with a copy of his current zoning and let him know that he would have all the privileges of living in this property if it was rezoned residential, which is the future use for Shircel Road per our 20-year Plan.*
29. Applications for Operator's Licenses:
- a. Edgar James Ziegler, Black River Advancement Association (renewal) – Motion by Gartman to approve renewal of Operator's license for Edgar James Ziegler; second by Sommer; motion carried with no nay votes and no abstentions.
- b. Lynette A. Lammers, The Boondocks's (renewal) – Motion by Sommer to approve renewal of Lynette A. Lammers Operator's license; second by Senkbeil; motion carried with no nay votes and no abstentions.
- c. John Utech, Majerle's Black River Grill (renewal) – Motion by Senkbeil to approve renewal of John Utech's Operator's license; second by Sommer; motion carried with no nay votes and no abstentions.
30. July 2010 Meeting Schedule (the 1<sup>st</sup> Monday of July is being observed as the 4<sup>th</sup> of July) – Motion by Senkbeil to change the first meeting in July 2010 from July 5<sup>th</sup> to July 6<sup>th</sup>; second by Gartman; motion carried with no nay votes and no abstentions.

**UNFINISHED BUSINESS**

31. Deer Park Subdivision – Development Agreement – *Clerk to send email to Steve Boll regarding closing this matter. Town would like to see this closed in July. Also, send Kohler Co. an invoice upon review/approval from St. Peter.*
32. Renewal of existing Conditional Use Permit for Bill Reedy, 9334 S. Sandwood Dr., Oostburg – *for guest quarter in detached garage – Clerk to follow-up with a certified letter and put on July 19, 2010 agenda.*
33. Complaint from Mike Cullen, 2055 Lake Court, regarding neighbor's disarray and garbage – *Haven't heard anything yet from letter that was sent last week.*
34. Complaint from Karen Doering, 3000 Whispering Winds regarding drainage – *All should study Check Chapter 54 to see if it can be amended to include invoicing parties if town is required to bring property back into compliance with original subdivision drainage plan. Include on July 6, 2010 agenda.*

**CORRESPONDENCE:**

35. Publication for amendment to Chapter 54 – Regulations on Use of Right-Of-Way
36. Publication for adoption of Chapter 4 – Ordinance Relative to Neighborhood Electric Vehicles

**NOTICES:**

- 6/28/10, Long Range Planning Meeting at 6:30 pm

**AGENDA ITEMS FOR SUBSEQUENT MEETINGS:**

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- 8/2/2010, Conditional Use Permit for residential wind turbine at 8716 Pine Woods Lane, Oostburg
- Compensation for Larry Hilbelink, Town Building Inspector for projects other than building review and inspections
- Inclusion of office manager duties and employee review in clerk's job description and employee review in Maintenance/Roads Supervisor
- Publish request for bids for monitoring former Town of Wilson landfill site for July 19, 2010 meeting
- Adoption of C-2 Town of Wilson Ordinance (conservancy for land to be used for cemetery) – Deferred for final draft
- Adoption of amendments to Industrial and Agricultural zoning to include conditional use for wood processing – Deferred for final draft

**ADJOURN:**

Motion by Sommer to adjourn; second by Gartman; motion carried with no nay votes and no abstentions; meeting adjourned at 10:45 p.m.

Minutes submitted by: Cheryl Rostollan, Clerk