

## AGENDA

### TOWN OF WILSON TOWN BOARD MEETING

Town of Wilson Hall - 5933 South Business Drive, Sheboygan

Monday, February 15, 2010

6:00 p.m.

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

Agenda for this meeting is posted at the Town of Wilson Office, Town of Wilson Firehouse, Town of Wilson Maintenance Site, Town of Wilson website, the Sheboygan Press newsroom was provided a copy and the meeting is declared an open meeting.

#### PLEDGE OF ALLEGIANCE:

#### APPROVAL OF DRAFT MINUTES:

1. January 28, 2010 Special Town Board Meeting
2. February 1, 2010 Town Board Meeting
3. February 5, 2010 Special Town Board Meeting

**PUBLIC COMMENT SESSION:** The Board reserves the first few minutes for public comment on any topic that relates to Town of Wilson government. If you are speaking about something that is not on the agenda, law prohibits the Board from taking action tonight.

#### REPORTS:

- |   |  |
|---|--|
| 1. Treasurer                            | 2. Clerk.  |
| 3. Constable                            | 4. Plan Commission                                     |
| 5. Park & Forestry Commissioner         | 6. Wage, Salary & Benefits Commission                  |
| 7. Long Range Planning Ad Hoc Committee | 8. Black River Fire Department                         |
| 9. First Responders                     | 10. Maintenance: (Snowplowing/Roads/Maint. Site/Bldgs) |

#### APPOINTMENTS / NEW BUSINESS:

11. Todd Kuehl, O & W Communications – regarding proposal for voice mail system for town office – Appointment / discussion / possible board action on proposal
12. Jim Van Treeck, 6136 Stahl Road regarding request for letter of recommendation for purchase of acreage zoned A-1 (agricultural) owned by Sheboygan County in Section 7, Town 14, Range 23
13. Deer Park Subdivision – Review status
14. Edgewater Generating Station Community Involvement Team – Report on February 3, 2010 Meeting from Chair David Gartman
15. Disbursements:
  - a. Checks on hold
  - b. Black River Fire Department
  - c. Town of Wilson First Responders
  - d. Town of Wilson
16. Roads/building maintenance:
  - a. Town Hall, Maintenance Building and Fire Station Security Systems and distribution of keys
  - b. Wiring for town building(s)/generator
  - c. Flader Hill Town Cemetery - boundary issues
  - d. Contracting use of backhoe to Sanitary District No. 1 and Sanitary District No. 2
  - e. Fire house stalls / fire station location / maintenance building
17. Village of Oostburg Fire Protection Agreement
18. Renewal/review of existing Conditional Use Permits
19. Requests for legal counsel from Town Commissions/Committees
20. Extraterritorial Zoning Limits/Powers
21. Retrieval of mail
22. Appointment of Catherine Moll, 1132 Tasswood Drive, Sheboygan, WI, to the Park & Forestry Commission

#### UNFINISHED BUSINESS:

23. Lake Aire 4 Developers Agreement
24. Public hearings (scheduling/notice):
  - a. Chapter 6 – Constable Ordinance Amendments
  - b. Chapter 54 – Right of Way Ordinance Amendments
  - c. Wood Processing – Zoning Ordinance Amendments
  - d. Creation of Ordinance for Neighborhood Electrical Vehicle (NEV)
25. Zoning Ordinance for permitted use for Cemetery
26. EMS Emergency Management Plan
27. Potential town billing for fire calls

**CORRESPONDENCE:**

28. Approved Minutes from December 14, 2009 Plan Commission Meeting
29. Approved Minutes from January 11, 2010 Plan Commission Meeting

**NOTICES:**

- 2/17/2010, 6:30 p.m. – Park & Forestry Meeting
- 2/18/2010, 6:30 p.m. – First Responder Meeting
- 2/22/2010, 6:30 p.m. – TWLRP Ad Hoc Team Meeting
- 3/1/2010, 5:30 p.m. – Sanitary District No. 1 Commissioner Meeting
- 3/1/2010, 6:00 p.m. – Town of Wilson Board Meeting
- 3/8/2010, 7:00 p.m. – Plan Commission Meeting

**AGENDA ITEMS FOR SUBSEQUENT MEETINGS:**

- New rezoning classifications

**ADJOURN**

Persons with disabilities who may require assistance to attend this meeting should contact the Town Clerk at 208-2390 at least 24 hours prior to the meeting.

# **APPROVED MINUTES**

## **February 15, 2010 Town Board Meeting**

**CALL TO ORDER & DECLARATION OF OPEN MEETING:** At 6:00 p.m. Chair Gartman called the meeting to order, cited the posting dates and times and it an open meeting.

**PRESENT:** Chair David Gartman, Supervisor Dale Sommer, Supervisor David Senkbeil, Treasurer Laurie Pankratz, Clerk Cheryl Rostollan. Also present: Jim Kummer, Rich Valenta, Rick Meyer, Dan Rostollan, Rich Ternes, Carl Roethel, Michael Schnur, Jim and Ben Van Treeck, Kory Wendlandt.

**PLEDGE OF ALLEGIANCE** was recited.

### **APPROVAL OF DRAFT MINUTES:**

4. January 28, 2010 Special Town Board Meeting – Motion by Senkbeil to approve January 28, 2010 Special Joint Town Board/Sanitary Dist. No. 2 Draft Meeting minutes with corrections as noted; second by Sommer; motion unanimously carried.
5. February 1, 2010 Town Board Meeting - Motion by Gartman to approve with amendments as noted; second by Sommer; motion unanimously carried.
6. February 5, 2010 Special Town Board Meeting – Motion by Senkbeil to approve draft minutes of February 5, 2010 Special Town Board Meeting minutes with one change; second by Sommer; motion carried with Senkbeil and Sommer voting aye and Gartman abstaining due to his absence.

### **PUBLIC COMMENT SESSION:**

Rich Ternes, 6431 Hwy OK, Sheboygan Falls – Regarding agenda item 14 – he would encourage the town board to continue to maintain a relationship with the Village of Oostburg as their first response for fire calls. For the dollars spent, he feels the town is getting pretty good value with the Village of Oostburg Fire Dept.

### **REPORTS:**

1. Treasurer – Laurie Pankratz provided the board with copies of the State of Wisconsin payment for municipal service received in early February and Cash Summary & Income Receipts reports for the month of January, 2010.
2. Clerk – Financial year-to-date reports provided, reported on meeting and training sessions with personnel security system and party re-keying the doors.
3. Constable – No report
4. Plan Commission – No report
5. Park & Forestry Commissioner – Report provided by David Senkbeil. Meeting on Feb. 26<sup>th</sup>, is regarding Balzer Woods hunting.
6. Wage, Salary & Benefits Commission – no report (Gartman will contact Claudia Bricks requesting the commission to provide recommendations for wages of elected officials for the April 2010 Annual Meeting.
7. Long Range Planning Ad Hoc Committee – No report
8. Black River Fire Department – Nothing off agenda
9. First Responders – No report
10. Maintenance: (Snowplowing/Roads/Maint. Site/Bldgs) – Report provided by Rick Meyer. Written snowplowing report provided by Gregg Wagner. Sheboygan County reported verbally to Meyer that they are at approximately 30 hrs and 13 ton of salt used to-date. Nahn & Assoc. has a meeting with Sheboygan County this week and will also attempt to meet with Dave Biebel from the City of Sheboygan. Meyer to check into moving the switch for the speaker system into the conference room. Senkbeil commented about using the constable at the Maintenance Site.

February 15, 2010 Town Board Meeting

## APPOINTMENTS / NEW BUSINESS:

11. Todd Kuehl, O & W Communications – Provided proposal for automated attendance and voice mail system for town office. Callers can be directed to announcement mailboxes and board members, other outside officials/workers could have a voice-mail box. *No action taken, seek two additional proposals and put on a subsequent agenda.*
12. Jim Van Treeck, 6136 Stahl Road regarding request for letter of recommendation for purchase of 39.61 acres zoned A-1 (agricultural) owned by Sheboygan County in Section 7, Town 14, Range 23 – Clerk to prepare a letter for town board's signature tomorrow and forward signed letter to Sheboygan County Chair Michael Vandersteen.
13. Deer Park Subdivision – Status reviewed.
14. Edgewater Generating Station Community Involvement Team – Report provided by Chair Gartman. This is a chance for a dialog with the communities. Gartman reminded Alliant about the town's complaint this past Sept. and about the noises from the trucking of the fly ash. Too many decibels coming off of the plant received from the City of Sheboygan (valid complaint). Many of the complaints are the responsibility of OSHA and the WI DNR. This team is in place to let us know about the concerns. They are planning about 4 meetings per year. Audience member Cathy Schnur was allowed to comment and suggested that when the town is reviewing Alliant's CUP that it address what it will clean up the land/water it has affected by its landfills in the past and that it is not testing for mercury, cobalt and cadium in the water. Is there any way in our CUP and be addressed to ensure the groundwater comes out clean? The EPA came out with a report saying that things that are affected by unlined landfills. Landfills being done today are 1000 times different than in the past. Gartman -If a written report is submitted in writing of what you expect is reasonable information? We need a lot of expertise from outside sources. Sommer will be completing the on-site review for Alliant's current CUP this year. What we have jurisdiction on at his time is the operation on of the fly-ash site on Frontage Road. Could also bring up the times that the coal train blocks the railroad tracks.
15. Disbursements:
  - a. Checks on hold - none
  - b. Black River Fire Department – Motion by Sommer to approve as printed; second by Senkbeil; motion unanimously carried.
  - c. Town of Wilson First Responders – none
  - d. Town of Wilson - \$28,607.25. Motion by Gartman to approve Town of Wilson disbursements; second by Senkbeil; motion unanimously carried.
16. Roads/building maintenance:
  - f. Town Hall, Maintenance Building and Fire Station Security Systems and distribution of keys – received additional proposals for additional security for Town Hall, Town Office records room and Black River Fire Station. Wireless network bridge explained by Rich Valenta, O & W, for remotely programming to the Town Hall system to enable system maintenance from the Town Office. Proposals provided are by building and by section. Valenta will provide full wiring and program drawings. Gartman moved to adopt proposal RV10211WTO from O & W Communications in the amount of \$1,421.00 to use alarm system for records room; discussed door ajar time (10 minute warning time), treasurer requested a “panic button”, the alarm sounds to the monitoring system in Oshkosh who immediately responds to those listed; second by Senkbeil; motion unanimously carried. Motion by Gartman to approve structure Monitoring Service Agreement; second by Senkbeil; motion unanimously carried. Kory Wendlandt is requesting that all the Chief officers receive a key for the fire station. Gartman will talk to the Black River Fire Station to review. Motion by Gartman to approve Black River Fire Department application for 5 keys, dated February 11, 2010, for Black River Fire Department Officer; motion seconded by Senkbeil; motion unanimously carried. Discussion regarding key lock boxes and the necessity of providing additional keys versus promoting the use of the installed lock box for both the fire station and the town hall. Motion by Senkbeil to send the

## February 15, 2010 Town Board Meeting

application to the Town of Wilson First Responder leadership requesting their recommendation for Onen Wakefield's request to receive a key and that all future applications from all department/commission heads for key requests be received from leadership; second by Gartman; motion unanimously carried.

- g. Wiring for town building(s)/generator – Update provided by Meyer, generator specification sheet created and will reviewed again by Tom Rogers, Town Electrical Inspector; *more proposals forthcoming.*
  - h. Flader Hill Town Cemetery - boundary issues – *Awaiting Check if Ed Harvey is a current licensed surveyor and response from Attorney St. Peter.*
  - i. Contracting use of backhoe to Sanitary District No. 1 and Sanitary District No. 2 – Motion by Sommer to charge \$70.00 per hour for Town of Wilson Sanitary District No. 1 and Town of Wilson Sanitary District No. 2 use of Town back hoe; second by Senkbeil; motion unanimously carried.
  - j. Fire house stalls / fire station location / maintenance building – Long Range Planning's recommendation included creating a fire committee to determine whether the town should add a new stall for the fire truck that is currently being stored at the Maintenance Site and Sommer would like to see an advisory referendum on November's ballot to see where the residents want the town's fire station. In 2005 Gartman chaired the fire study committee and he would take the lead appointing a fire study committee and have Sommer take the lead as chairing the committee, with both the Oostburg Fire Department and the BRFD both represented.
17. Village of Oostburg Fire Protection Agreement – This also is involved in 16e. Most people do not realize that the Town of Wilson pays the Village of Oostburg \$14,500 a year to cover approximately 124 houses to the south and next year it will increase to \$15,500. Oostburg is looking to purchase another ladder truck. We have MABIS (mutual aid) in place. Discussed paying Oostburg per call versus an annual fee as the other two townships splitting the annual fees with the Town of Wilson do not have their own fire departments, Oostburg is their fire department. The Town of Wilson pays our own fire dept \$21,500 per year for the remaining portion of the town. The Wilson-Lima Bridge could be included in the fire study committee. Senkbeil and Sommer think that this should be kept a separate issue from the fire study committee. Senkbeil does not think that Oostburg should be involved in the study committee. Gartman thinks that the study committee should encompass the entire fire safety issue and thinks that the town needs to look at the big picture – including the Oostburg Fire Dept. The fire study committee will include Sommer, one representative from each fire department and 6 town citizens. Clerk to provide a copy of the contract and old minutes to the board, Carl Roethel, Assistant Fire Chief & Trustee to the Village of Oostburg was present and stated that he will ask the Village officers who wants to attend the fire study committee. Chair will also request the same courtesy from the Village of Oostburg. Gartman offered the Village of Oostburg the ability to schedule an appointment with the town board.
18. Renewal/review of existing Conditional Use Permits – no action taken.
19. Requests for legal counsel from Town Commissions/Committees – Motion by Gartman that committees, through their chair, make requests to the town clerk for legal opinion, with their requests to be approved pending town board approval; second by Senkbeil; discussion – Senkbeil suggested seeking Town's Assoc. counsel first; motion unanimously carried.
20. Extraterritorial Zoning Limits/Powers – Reviewed Village Oostburg, City of Sheboygan, City of Sheboygan Falls and Village of Kohler (no ordinances/resolutions are on file with the County Clerk).
21. Retrieval of mail – Discussed complaint and recommendation from Wisconsin Town's Association. Clerk will provide the town board with a proposed letter of thanks for the next meeting.
22. Catherine Moll, 1132 Tasswood Drive, Sheboygan, WI - Chair Gartman appointed Catherine Moll to the Park and Forestry Commission effective immediately.

### UNFINISHED BUSINESS:

23. Lake Aire 4 Developers Agreement – Clerk to request input from Town's Association

# **APPROVED MINUTES**

## **February 15, 2010 Town Board Meeting**

24. Public hearings (scheduling/notice): General ordinances
  - e. Chapter 6 – Constable Ordinance Amendments – Motion by Gartman to publish Class 1 notice for 24(e) and 24(f); second by Senkbeil; motion unanimously carried.
  - f. Chapter 54 – Right of Way Ordinance Amendments
  - g. Wood Processing – Zoning Ordinance Amendments – Changes made to draft (see attached). *Clerk to include these into existing ordinance for board review.*
  - h. Creation of Ordinance for Neighborhood Electrical Vehicle NEV) – *Table and put on March 1, 2010 agenda.*
25. Zoning Ordinance for permitted use for Cemetery – *Put on March 1, 2010 Town Board agenda.*
26. EMS Emergency Management Plan – *Gartman will work on this.*
27. Potential town billing for fire calls – *Clerk to put Town's Assoc. draft and Town of Wilson's current ordinance in board's in boxes for review and put on March 1, 2010 agenda.*

### **CORRESPONDENCE:**

28. Approved Minutes from December 14, 2009 Plan Commission Meeting
29. Approved Minutes from January 11, 2010 Plan Commission Meeting

### **NOTICES:**

- 2/17/2010, 6:30 p.m. – Park & Forestry Meeting
- 2/18/2010, 6:30 p.m. – First Responder Meeting
- 2/22/2010, 6:30 p.m. – TWLRP Ad Hoc Team Meeting
- 3/1/2010, 5:30 p.m. – Sanitary District No. 1 Commissioner Meeting
- 3/1/2010, 6:00 p.m. – Town of Wilson Board Meeting
- 3/8/2010, 7:00 p.m. – Plan Commission Meeting

### **AGENDA ITEMS FOR SUBSEQUENT MEETINGS:**

- New rezoning classifications

### **ADJOURN**

Motion by Gartman to adjourn; second by Senkbeil; motion unanimously carried and meeting adjourned at 9:40 p.m.

Minutes submitted by: Cheryl Rostollan, Clerk