

TOWN OF WILSON
SHEBOYGAN COUNTY, WISCONSIN
APPROVED MINUTES OF JUNE 6, 2016

CALL MEETING TO ORDER: Chair Ehmann called the Town of Wilson Board Meeting to order at 6:30 p.m. Posting in accordance with open meeting law was confirmed by affidavit of posting and the meeting was declared an open meeting.

ROLL CALL: Roll call was taken with the following members present: Town Board Chairman John Ehmann, Supervisor Tom Stoelb, Supervisor Nancy DesJardins, Supervisor Brian Hoffmann, and Supervisor Dan Rostollan. **Also in attendance:** Town Clerk Georgene Lubach, Treasurer Julie Evans and Maintenance/ Road Supervisor Rick Meyer. Supervisor Brian Hoffmann was present through topic number 18.

PLEDGE OF ALLEGIANCE: Was recited

PUBLIC COMMENT: Chair Ehmann called for Public Comment and hearing none Public Comment was closed.

APPOINTMENTS / NEW & OLD BUSINESS:

1. **Approval of the draft minutes May 16, 2016 – Motion by DesJardins seconded by Hoffmann to approve the draft minutes of May 16, 2016 with the correction of the spelling of Hoffmann in several areas.**
2. **The Town Board intends to convene into closed session pursuant to Wis. Stat. Sections 19.85(1)(e) and 19.85(1)(g) for the purpose of deliberating on the Town's response to the City of Sheboygan Water Utility application for authority to extend a water main within the Town's right-of-way along S. Business Drive (CTH OK). The Town Board will also be conferring with legal counsel who will be rendering oral or written advice concerning strategy to be adopted by the Town with respect to litigation in which it is or is likely to become involved regarding the above subject matter. – Motion by Rostollan seconded by Hoffmann to move into closed section to address item number two on the agenda, on roll call vote all members voted aye, motion carried.**
3. **Discussion possible motion to approve the City of Sheboygan Water Utility application – Motion by Rostollan second by Hoffmann to authorize Chairman Ehmann and Supervisor Rostollan to work with the Town's legal counsel to develop and submit a memorandum of understanding regarding the City of Sheboygan Water Utility project, on roll call vote, all members present voted aye, motion carried.**
4. **Discussion possible decision to retain Ruekert-Mielke as consultants to evaluate the proposed Kohler Golf Course CUP – The Board discussed retaining Ruekert- Mielke on the potential of utilizing them alongside other consultants. Attorney Westphal stated that Kohler was encouraged with the consideration of Ruekert-Mielke and that the door was open for a possible amending of the Pre-Development Agreement to increase to the reimbursement related to this new consultant. Westphal affirmed Kohler's desire for the Town of Wilson have a consultant the Town is comfortable with. Motion by Rostollan seconded by Hoffmann to retain Ruekert-Mielke as consultants for the proposed Kohler Golf Course, on roll call vote: Rostollan - aye; Hoffmann - nay; DesJardins - aye; Stoelb - aye; Chair - aye, motion carried.
Motion by Rostollan seconded by Hoffmann to authorize the chair to work with legal counsel and Kohler Company on the reimbursement agreement, on voice vote all members voted aye, motion carried.**
5. **Documentation of Plan Commission appointment process – Chair Ehmann shared the memo he wrote to help address any questions concerning the Plan Commission appointment process and shed light on the process itself and the zoning ordinances governing it. He would be happy to talk to anyone that had any concerns or suggestions.**
6. **Board selection of electronic system to go paperless – Clerk Lubach passed a Google Chrome Notebook around, it was determined the board would like more information regarding purchasing iPad's and note taking capabilities. This will be placed on a future agenda.**
7. **Update from the Ad Hoc Committee to Study Fire Protection in the Town Wilson – Supervisor Rostollan, Chair of the Ad Hoc committee, gave a brief review of the May 23rd meeting. Motion by Rostollan second by DesJardins for the Town of Wilson provide formal notice to the Black River Fire Department that the contract will be non-renewed for the Fire Services and Lease Agreement currently in effect through December 31st 2016, and to then establish a municipal fire department whereby the Town Board serves as the governing board and whereby a separate 7 member advisory committee is formed and reports to the Town Board and is charged with performing duties yet to be determined to assist the Town Board on Fire Service matters, and to direct at this time Supervisor Dan Rostollan and Supervisor DesJardins**

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work with legal counsel to draft enabling fire ordinance and department bylaws for eventual Board approval. On roll call vote, all members present voted aye, motion carried.

8. **CUP 2-year compliance review, discussion and possible motion** – Discussion how a CUP may become inactive or expire. Supervisor DesJardins to work with Clerk Lubeck to update CUP inspection and review process.
9. **Discussion possible board motion to amend Chapter 21.04 addition of (5)(a) and (5)(b), to include Class “C” Wine License** – Motion by Rostollan second by Stoelb to approve the amendment to Chapter 21.04, ordinance Regulating the Sale of Intoxicating Liquors and Fermented Malt Beverages to add sections (5)(a) and (5)(b) to include a Class “C” Wine License for the fee of \$100. On a roll call vote, all members present voted aye, motion carried.
10. **Discussion possible board motion to adopt a new ordinance repealing Chapter 22, Grant for Initial “Class B” Alcohol Beverage Licenses** – Clerk Lubach explained as of June 1, 2016, 2015 Wisconsin Act 286 a municipality may not rebate or refund a “Class B” liquor license. Motion by Rostollan second by DesJardins to repeal Chapter 22 ordinance Granting Initial “Class B” Alcohol Beverage Licenses to be compliant with Wisconsin Act 286 statute 125(3)(e)(2). On voice vote, all members present voted aye, motion carried.
11. **Discussion possible board motion to amend Section 26.02, Architectural Review Board** – Discussion as to whether there existed a need to change zoning ordinances Section 26.02, Performance Standards & Requirements for Commercial Building Site & Exterior Architecture, the consensus there was no need at this time.
12. **Renewal / Issuance of Liquor Licenses for period July 1, 2016 through June 30, 2017:**
 - a. Connie Felde, Individual, N2498 Sauk Trail Rd., Oostburg, WI, on behalf of The Boondocks, N2498 Sauk Trail Rd, Oostburg, WI; Filed April 19, 2016
 - i. Class “B” Beer License and “Class B” Liquor License
 - b. Judith Susan Fergadakis Agent, 330 Lindale Street, Belgium, WI on behalf of Breaking Breads LLC dba Breaking Breads Banquets; 6451 S. Business Dr., Sheboygan, WI; Filed May 9, 2016
 - i. Class “B” Beer License and “Class B” Liquor License
 - c. Donna Marie Bularz Agent, 1745 Maple Rd, Grafton, WI, Friezer Inc. on behalf of Handlebar & Grill, 5837 South Business Dr., Sheboygan, WI; Filed April 19, 2016
 - i. Class “B” Beer License and “Class B” Liquor License
 - ii. Cigarette and Tobacco License
 - d. Christine Loose Agent, 265 Joan’s Court, Cedar Grove, WI, on behalf of Kohler Co., 444 Highland Dr., Kohler, WI. The subject property is a golf course development yet to be named, which is proposed to be licensed is located on undeveloped land in Sections 11 and 14 of T14 N, R 23 E, Town of Wilson, Sheboygan County; Filed May 9, 2016
 - i. Class “B” Beer License and “Class B” Liquor License
 - e. Cherie L. Duby Agent, 2404 N. 22nd St, Sheboygan, WI on behalf of Kwik Trip Inc, #139, 7002 Sauk Trail Rd, Sheboygan, WI; Filed May 2, 2016
 - i. Class “A” Beer License and “Class A” Liquor License
 - ii. Cigarette and Tobacco License;
 - f. John A. Majerle Agent, 5047 Evergreen Dr., Sheboygan, WI on behalf of Majerles Black River Grill Inc., 5033 Evergreen Dr., Sheboygan, WI; Filed May 9, 2016
 - i. Class “B” Beer License and “Class B” Liquor License
 - g. Guy Alan Miller Agent, N7098 Riverwoods Dr., Sheboygan, WI on behalf of Riverdale Country Club, 5006/5008 South 12th St., Sheboygan, WI; Filed May 11, 2016
 - i. Class “B” Beer License and “Class B” Liquor License
 - h. Timothy Robert Stolper Agent, 1609 Humboldt Ave, Sheboygan, WI on behalf of Koenig’s Conservation Association, 3824 Broadway Road, Sheboygan Falls, WI; Filed May 10, 2016
 - i. Class “B” Beer License

Motion by Rostollan seconded by Hoffmann to approve all of the above “Class B” Liquor Licenses and Class “B” Beer Licenses and Cigarette and Tobacco License renewals, on voice vote, all members voted aye, motion carried.

13. **New Operator License Application for period July 1, 2016 – June 30, 2017;** - Motion by Rostollan second by Stoelb to approve New Operator Licenses for Michelle Mueller, Amy Portschy, Cali Olds, Samantha Robinson, Sierra Henricks,

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Mary Ptizen, Isaias Ruiz, and Gabrielle Schaap for period July 1, 2016 – June 30, 2017. On voice vote, all members present voted aye, motion carried.

14. Renewal / Issuance of Operator License for period July 1, 2016 – June 30, 2017; - Motion by Rostollan second by DesJardins to approve the Renewal Operator Licenses for David Hinze, Erin Burg, Karen Crispin, Felicia Henkel, Hope Mueller, Ryan O'Neill, Melissa Plaetz-Huston, Jennifer Reineking, Sydney Woodas, Dale Koenig, Michael Swigert, Alan Jenkins, Jodi Barthels, Patricia Berger, Michael Dunham, Doug Hasey Graves, Kathy Karbe, Kristianne Knight, Cody McKeown, Nicole Meindl, Sierra Minear, Zachary Vasquez, Andrew Wehner, Shoua Yang, and Leah Steinbruecker for period July 1, 2016 – June 30, 2017. On voice vote, all members voted aye, motion carried.
15. Appointment of the Election Officials for the 2016/2017 term, interns Garrett Wells and Deanna Krebs - Motion by Hoffmann second by DesJardins to approve interns Garrett Wells and Deanna Krebs as Election Officials for the 2016/2017 term. On voice vote, all members voted aye, motion carried.
16. Maintenance Supervisor Rick Meyer; Fehr Graham proposal for annual safety program – Discussion ascertained that the cost was shared between the Town and Sanitary District 1 with reimbursement needing to be requested after approval of proposal costs. Motion by DesJardins second by Rostollan to approve the annual safety requirement of proposal by Fehr Graham amounting to \$1,975 for the Town of Wilson 2016. On voice vote, all members voted aye, motion carried.
17. Estimates for Sheboygan County Road Maintenance – Road Supervisor Rick Meyer provided estimates to various road repair projects. Motion by Rostollan second by Stoelb to authorize maintenance required on Minderhaud and Frontage road culverts for \$5,787 and \$5,684. On voice vote, all members voted aye, motion carried.
18. Public Comment: Chair Ehmann called for Public Comment and hearing none Public Comment was closed.
19. Reports:
 - a. Maintenance Report – Meyer reported on the Maintenance Agreement meeting for S. 13th St. drainage and the discussion with Town Engineer, Joe Bronoski and City of Sheboygan. Updates on several potential projects and upcoming inspections were reviewed.
 - b. Constable Report – Constable report from Jim Van Ess was reviewed, Constable Whipple had been out.
 - c. Treasurer - Room Tax for Shree Investments LLC in arrears total amount owed \$30,999.89, with a payment for \$1,347.67 beneath payment plan schedule. Board advised cashing of check. Balance Sheet, cash balances, activity reports and financial information were reviewed.
 - d. Clerk –Alliant Energy has completed their project and is working with Town Engineer Joe Bronoski to be compliant. Informed by Sheboygan IT that they will no longer be able to provide IT Services to the town as of December 31st.
 - e. Town Board – Supervisor DesJardins requested Constables to carry cell phones and the board discussed. Board requested both Constables to have copies of the dog license tag list.
20. Disbursement Reports: Black River Fire Department, Town of Wilson First Responders, Town of Wilson
No checks on hold; Motion by Rostollan second by DesJardins to approve disbursements dated 6/06/2016 – check numbers 18835 – 18864 Black River Fire Dept. for \$2,121.01, check numbers 18835-18840, Town of Wilson \$11,570.51, check numbers 18841- 18864 for total disbursements of \$13,691.52, on roll call vote, all members present voted aye motion carried, Hoffmann not present.
Motion by DesJardins second by Rostollan to approve the payroll disbursements dated 5/11/2016 for \$11,330.55 all members present voted aye, motion carried, Hoffmann not present.
Motion by Rostollan second by Stoelb to approve the payroll disbursements dated 5/25/2016 for \$9,962.51, all members present voted aye, motion carried, Hoffmann not present.

ADJOURN: Motion by Stoelb second by Rostollan to adjourn at 10:00 p.m., all members present voted aye motion carried, Hoffmann not present.

Minutes Respectfully Submitted by: Georgene Lubach, Clerk