

**MINUTES OF THE MEETING OF THE  
TOWN OF SHEBOYGAN TOWN BOARD  
TUESDAY, November 19<sup>th</sup>, 2019 @ 5:15 pm**

A Town of Sheboygan Town Board meeting was held on Tuesday, November 19<sup>th</sup>, 2019 in open session at the Town of Sheboygan Town Hall, 1512 N. 40<sup>th</sup> Street, Sheboygan, Wisconsin 53081, Sheboygan County, Wisconsin.

The meeting was called to order by Town Chairman Dan Hein. The following were also present at the meeting: Supervisors Jim Schwinn, Char Gumm, John Wagner, Alexandra Nugent, Director of DPW Bill Blashka, Peggy Fischer, Chris Steeb, and Attorney Michael Bauer.

Notice of the meeting was given to the public at least 24 hours prior to the meeting by posting in three (3) different places.

Upon motions duly made and seconded, the Town of Sheboygan Town Board unanimously adopted the attached resolutions unless noted otherwise and made a part of these minutes by reference.

There being no further business the meeting was adjourned.

**TOWN OF SHEBOYGAN TOWN BOARD**

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DANIEL W. HEIN, CHAIRMAN

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JAMES R. SCHWINN, VICE-CHAIRMAN

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CHAR GUMM, SUPERVISOR

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JOHN WAGNER, SUPERVISOR

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ALEXANDRA NUGENT, SUPERVISOR

**MOTIONS DULY MADE AND SECONDED, THE FOLLOWING RESOLUTIONS WERE ADOPTED UNANIMOUSLY BY THE TOWN OF SHEBOYGAN TOWN BOARD IN OPEN SESSION**

Chairman Hein called the meeting to order at 5:15 pm. The Pledge of Allegiance was said.

Approval of the Agenda. **Motion Wagner, second Gumm to approve the Agenda for November 19<sup>th</sup>, 2019. Motion carried.**

Public Hearing – 2020 Budget. **Motion Wagner, second Gumm to close the public hearing. Motion carried.**

Adoption of 2020 Budget- **Motion Gumm, second Wagner to approve the adoption of the 2020 Budget. Motion carried.**

Approval to Levy Tax \$1,907,745.00. **Motion Wagner, second Nugent to approve the Levy Tax of \$1,907,745.00. Motion carried.**

Approval of Minutes of October 15<sup>th</sup>, 2019 and November 5<sup>th</sup>, 2019. **Motion Gumm, second Nugent to approve the minutes of September 17<sup>th</sup>, 24<sup>th</sup>, and 30<sup>th</sup>, 2019. Motion carried.**

Discussion/Action - Operators License for Kevin Obremski, 1625 Terry Andrae Ave, Sheboygan for Farmer's & Sportsmen's Conservation. **Motion Gumm, second Wagner to approve the Operator's License for Kevin Obremski for Farmer's & Sportsmen's Conservation Club. Motion carried.**

Discussion/Action – Liquor License for J&S Frank, Inc for Shuff's Last Resort, 4136 Highway 42 and reimbursement of \$250.00 for the prorated cost of licenses. **Motion Schwinn, second Wagner to approve the Liquor License for J&S Frank, Inc for Shuff's Last Resort, 4136 Highway 42 and to approve the reimbursement of \$250.00. Motion carried.**

Discussion/Action - Dane Checolinski from Sheboygan Economic Development Corporation to review retail development Opportunities in the I-43/STH-42 corridor. Dane Checolinski was present and gave an update on the lack of 42 Corridor Development. Checolinski spoke about Sheboygan County development and the increase in apartments and the decrease in single-family homes being built. Hein asked Checolinski to think of some ideas regarding the Town's development.

Discussion/Action – Atty. Bauer spoke about our recent approval of a Face book page for the Town and the importance of having a social media policy. Atty. Bauer reviewed the City of Plymouths social media policy. **Motion Schwinn, second Wagner to approve the Social Media policy for all Town employees. Motion carried.**

Discussion/Action – Quote for cabinets and counters at the Fire Department. A quote was submitted by the Fire Department regarding the update of cabinets and counters at the Fire Department. After review, the Board said that the price was too high and the outside of the building needs maintenance and that Joe should look at the rain gutters. **Motion Schwinn, second Gumm to table. Motion carried.**

Discussion/Action - AECOM submittal for State Grant Opportunity. Tom Holtan was present. Holtan spoke about the new program and that the due date is December 6<sup>th</sup>, 2019. A copy of the submittal was given to the Town Board prior to the meeting. **Motion Schwinn, second Nugent to move forward with submitting the grant to the State. Motion carried.**

Discussion/Action – Delinquent Personal Property Taxes for Fraser, SHCS LLC, and Stellar Fitness North LLC. Atty. Bauer discussed the delinquent personal property taxes for Fraser, SHCS LLC, and Stellar Fitness North LLC. Frazer is a small claims action, SHCS LLC is a small amount that could be written off and Stellar Fitness is completely dissolved. **Motion Gumm, second Wagner to authorize Atty. Bauer to file a small claims judgment on behalf of the Town of Sheboygan and authorization of no further collection and write-off the amount owed for SHCS LLC, and Stellar Fitness. Motion carried.**

Discussion/Action – Ordinance Creating Section 8.07 of the Municipal Code of the Town of Sheboygan Regarding Key Lock Box Requirements. Atty. Bauer reviewed the Ordinance that the Fire Department requested and reviewed. **Motion Schwinn, second Gumm to amend and approved the Ordinance Creating Section 8.07 of the Municipal Code of the Town of Sheboygan Regarding Key Lock Box Requirements. All voted Aye. Motion carried.**

Discussion/Action – Ordinance Creating Section 8.21 of the Municipal Code of The Town of Sheboygan, Sheboygan County, Wisconsin Establishing Property Maintenance Standards. Atty. Bauer discussed the difficult properties and the created ordinance putting in place standards for the Town. This maintenance would allow for greater control of the exterior of buildings. The property owner would receive a letter with a warning that would give the owner ten days to fix the problem.

**Motion Schwinn, second Wagner to adopt an Ordinance Creating Section 8.21 of the Municipal Code of the Town of Sheboygan Establishing Property Maintenance Standards. All Ayes. Motion carried.**

Discussion/Action – N7099 Highview Drive update regarding DNR permit and Wagner approval to do the work. Blashka reported that the DNR will permit the work to be done. Blashka said that the cost for Wagner to clear the area would be approximately \$35,000. The work would need to be done in the winter to allow for access. The Board asked what the problem is with the swale and Holtan said that there is an issue with the water being held back. The plan would be to bring it back to the master site grading plan. The Board asked Blashka if he only has one quote. Blashka replied yes. **The Board requested that Blashka advertises for bids. Motion Gumm, second Nugent to authorize Blashka to advertise for bids. Motion carried.**

Discussion/Action – Update regarding Outlot #5 in Green Meadows. Holtan spoke with the owner of Green Meadows and the owner understands what needs to be done. Holtan sent him pictures and Holtan will meet with him to go over the process. This will be winter work.

Discussion/Action – 3532 Windridge Lane update. Holtan spoke with Oyvind and he is going to get the locates in and he will open up some of the areas now and in spring he will do the final correction. Place on next month's agenda.

Discussion/Action – Appoint Town Supervisor James Schwinn to Room Tax Commission. **Motion Wagner, second Gumm to appoint James Schwinn to the Room Tax Commission. Motion carried.**

Discussion/Action - Employee Review. **Wagner motion, second Gumm to go into Closed Session. All Ayes. Motion carried.**

**Closed Session** The Town of Sheboygan Town Board may convene into Closed Session pursuant to Wis. Stat. Section 19.85 (1)(c) for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

**Open Session** The Town of Sheboygan Town Board may convene in Open Session to make decisions on Closed Session items. Motion Gumm, second Wagner to go back into open session. **Motion Gumm, second Wagner to go into Open Session. All Ayes. Motion carried.** John Witters is no longer the Assistant Supervisor. Todd Holfeltz is the Intern Assistant Supervisor with an additional \$1.00 per hour starting with November 25<sup>th</sup> payroll. **Motion Schwinn, second Gumm to approve changes with DPW staff and increase of Todd's pay as of November 25<sup>th</sup>, 2019. Motion carried.** There was also a discussion regarding Blashka not being able to use his vacation by the end of the year. Blashka has asked to be paid out the remaining days. **Motion Wagner, second Nugent to pay out Blashka's vacation. Motion carried.**

Adjourn. **Motion Wagner, second Gumm to adjourn the Town Board meeting at 7:41 pm. Motion carried.**

Peggy Fischer, Clerk