

**MINUTES OF THE MEETING OF THE
TOWN OF SHEBOYGAN TOWN BOARD
TUESDAY, DECEMBER 17TH, 2019 @ 5:15 pm**

A Town of Sheboygan Town Board meeting was held on Tuesday, December 17th, 2019 in open session at the Town of Sheboygan Town Hall, 1512 N. 40th 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

DANIEL W. HEIN, CHAIRMAN

JAMES R. SCHWINN, VICE-CHAIRMAN

CHAR GUMM, SUPERVISOR

JOHN WAGNER, SUPERVISOR

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 December 17th, 2019 Agenda. Motion carried.**

Approval of Minutes of November 19th, 2019. **Motion Schwinn, second Nugent to approve the minutes of November 19th, 2019. Motion carried.**

Discussion/Action – Ordinance to amend the Comprehensive Plan of the Town of Sheboygan, Sheboygan County. Atty. Bauer spoke about the meetings that were previously held with Kevin Struck of U.W. Sheboygan and the Plan Commission regarding the update of the Comprehensive Plan for the Town of Sheboygan. A notice was published regarding the public meeting and the Plan Commission has recommended approval to the Town Board. The approval process will be reviewed at the February 4th, Plan Commission.

Discussion/Action – Ordinance Repealing and Recreating Section 8.1.4 of the Municipal Code of the Town of Sheboygan, Sheboygan County adopting Wisconsin Administrative Building and Electrical Code. Atty. Bauer spoke about the need to have the additional electrical code added to the ordinance. **Motion Schwinn, second Gumm to approve the Repealing and Recreating of Section 8.1.4 of the Municipal Code of the Town of Sheboygan. Motion carried.**

Discussion/Action - 3532 Windridge Lane update. Per an email from Oyvind Solvang of Hillcrest received 12/17/19, Karl's Excavating is set for the work to be started later this week to lower the Mueller Field swale Culvert. Nugent requested the email be forwarded to her so she could follow up with resident.

Discussion/Action – Ordinance Enforcement Office report. Mark Heronymus was present and spoke about a current situation in the Town that he was working on. A resident on Koehler Drive is reported to be running a landscape business without a permit. Heronymus has tried contacting the resident that owns the home on two occasions. **Motion Gumm, second Wagner to authorize the Town Clerk to compose a letter in reference to running a business in a residential area and the condition of the home. Atty. Bauer will assist with the drafting of the letter that will be sent certified. Motion carried.**

Discussion/Action – Town Hall HVAC upgrades. Fischer explained that she has contacted the contracted HVAC company about the upgrades and when it would be started and completed. Each time contact with HVAC Service Inc. is made, Jane has said the work will be started in a few weeks. This has been happening since October. Hein asked for the contact information and he said will call.

Discussion/Action – Appointment of Poll Workers. Fischer submitted a list of Poll Workers for 1.1.2020 through 12.31.2021. Hein read the list of names of the Poll Workers that will be appointed. **Motion Wagner, second Schwinn to approve the list of Appointed Poll Workers. Motion carried.**

Discussion/Action – Deer crossing signs on Mueller Road. Wagner spoke about the conversation that he had with Bill Blashka regarding the need for deer crossing signs on Mueller Road. Blashka explained the complications with adding more signs. Blashka reviewed the amount of accidents that have been because of deer on Mueller Road. Wagner has requested two signs at the ends of Mueller Road. The conversation included Grote Road. A resident on Grote Road paid for the deer crossing sign that was requested. Wagner then suggested a sign on the County Y side of the road. Blashka said that he has four signs in storage. **Motion Wagner, second Gumm to have two signs installed on Mueller Road, and two signs installed on Lakeshore Road and the placement will be at the discretion of the Director of Public Works. Motion carried.**

Discussion/Action – Approval of award of Riverwoods swale project contract to Wagner Excavating. Project cost is \$35,525.00. **Motion Schwinn, second Wagner to approve the award of Riverwoods swale project contract to Wagner Excavating. Motion carried.**

Discussion/Action – U.W. Green Bay Municipal Clerks Institute Registration for Peggy Fischer. **Motion Gumm, second Nugent to approve the 3rd year registration for Fischer for Municipal Clerks Institute. Motion carried.**

Discussion/Action – United States Cellular Operating Company LLC, Third Amendment to Option Water Tower and Ground Space Lease. Atty. Bauer explained the lease with Sanitary District #3 and the Town of Sheboygan with US Cellular. Sanitary District #3 is requesting that the rent be increased to match the Verizon lease with the Sanitary Districts and the Town of Sheboygan, and that legal and engineering fees be reimbursed as well.

Discussion/Action – Approve the AECOM 2019 Landfill Gas Migration Monitoring Report. Blashka spoke about the gas readings being reduced on ventilation and that this has gotten progressively better. **Motion Gumm, second Schwinn, to accept the 3rd and 4th quarter Landfill Gas Migration Monitoring Report. Motion carried.**

Discussion/Action – Town of Sheboygan Volunteer Fire Department email host and Open records Law Compliance. Atty. Bauer explained that the Fire Department is a separate entity and its operated by its own bylaws. This would mean that the Fire Department does not have to have open meetings and does not need to comply with open records requests. The Officers that would conduct business with Town Board members or Town employees, would be subject to open records. **Motion Schwinn, second Wagner to set up additional email accounts for Chief Ed Beiderwolf, Assistant Chief Josh Lenz, Administrator Joe Stahl, Deputy Chief Andy Stahl and Secretary Tim Ellis. Motion carried.**

Discussion/Action – Request from Kendra Kelling of Lakeshore Natural Resource Partnership to send out another mailing to Town residents or property owners who have not yet enrolled in the Invasive Species Control Program. **Motion Gumm, second Wagner to send out additional letters to the residences at the request of the Lakeshore Natural Resource Partnership. Motion carried.**

Reports- **Motion Wagner, second Nugent to approve the reports. Motion carried.**

Correspondence – Hein read an email that he received from The Blind Horse regarding a music waiver for September 20th, 2020 through September 27th, 2020 because of the Ryder cup. Hein requested this to be placed on the January 17th, 2020 Town Board agenda.

-Schwinn said he will be attending a Shoreline Metro Bus service meeting regarding the expansion of bus services to the Town of Sheboygan. Schwinn said that Derek Muench offered to meet with the Town Board as well.

Adjourn – **Motion Wagner, second Nugent to adjourn the meeting of December 17th, 2019 at 6:03 pm. Motion carried.**

Peggy Fischer, Clerk