

**MINUTES OF THE MEETING OF THE  
TOWN OF SHEBOYGAN TOWN BOARD  
TUESDAY FEBRUARY 15<sup>TH</sup>, 2022**

A Town of Sheboygan Town Board meeting was held on Tuesday, February 15th, 2022, in open session at the New Town Hall, 4020 Technology Parkway, Sheboygan, Wisconsin 53083, 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, Brad Lambrecht, Char Gumm, Engineer and Director of DPW Tom Holtan, Deputy Director of Public Works Tod Holfeltz, Deputy Director of Public Utilities Damian Nevers, Sanitary District No. 3 President Art Stewart, Clerk Peggy Fischer, Fire Chief Ed Biederwolf, Plan Commission Member Randy Blindauer, Ordinance Enforcement Officer Mark Heronymus 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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JIM SCHWINN, SUPERVISOR

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CHAR GUMM, SUPERVISOR

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BRAD LAMBRECHT, SUPERVISOR

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

1. Meeting called to order by Chairperson Hein at 5:15 p.m.
2. Pledge of Alliance was said.
3. Introductions were completed.
4. Approval of the Agenda. **Motion Gumm, second Schwinn to approve the agenda for February 15<sup>th</sup>, 2022. Motion carried.**
5. **Motion Schwinn, second Lambrecht to approve the minutes from January 18<sup>th</sup>, 2022, Town Board meeting. Motion carried.**
6. Conditional Use Permit for Mike Schwinn, 3629 Kennedy Circle. Request to increase allowed accessory use space by seventy square feet for additional garage. Current attached garage is 490 square feet and Schwinn is requesting the new garage be 1,080 square feet. The parcel is 1.92 acres. Atty. Bauer reported that the Plan Commission recommends approval. **Motion Gumm, second Lambrecht to approve the request from Mike Schwinn, 3629 Kennedy Circle to increase the allowed seventy square feet for an additional garage after reviewing the plans submitted. Supervisor Jim Schwinn abstained from voting. Motion carried.**
7. Email from Mayor Ryan Sorenson regarding city water at the Rudy Mahler Park. Chairman Hein explained the email that he received regarding the Town of Sheboygan's request for the City of Sheboygan's extension of water to the Rudy Mahler Park, which serves Town of Sheboygan and City of Sheboygan residents. Mayor Ryan Sorenson's email indicated that the city would not extend service. Hein explained that without this water service, the Town of Sheboygan's only option to provide restrooms for the park would be to dig a well. No action.
8. Approval of Westmark Development reimbursement for tax assessment at 4120 Spring Court in the amount of \$232.76 and 4118 Spring Court in the amount of \$232.76. Clerk Fischer explained that Associated Appraisal assessed taxes on 4120 and 4118 Spring Court when the construction had not started. Per Associated Appraisal and Treasurer Free, the Town should issue a reimbursement. **Motion Gumm, second Schwinn to reimburse Westmark Development \$232.76 for 4120 Spring Court and \$232.76 for 4118 Spring Court. Motion carried.**
9. Engineer & Director of DPW Tom Holtan gave updates regarding 4020 Technology Parkway - New Town Hall:
  - a. Fehr Graham proposal approval regarding the Pre-Demolition Asbestos and Lead Inspection and Hazardous Materials Survey for \$6,500. Holtan explained that the demolition of the home that was purchased next door to the Town Hall cannot be demolished until the proposed inspections have been completed. Fehr Graham was the least expensive. **Motion Schwinn, second Lambrecht to approve the Fehr Graham proposal for \$6,500. Motion carried.** Holtan asked Chief Biederwolf for a schedule of training at the house. The Town Fire Department has been using the home for training as well as other response departments in the County. Chief Biederwolf thought all training will be completed by the end of April.

Holtan also updated the Town Board on the bathroom remodel, which is almost complete, the digital sign that was just completed and that the heating issue will be resolved soon.

10. Tom Holtan, Engineer & Director of Public Works gave an update regarding Van Horn/Town Development:
  - a. Supplemental Agreement, Number 1 Van Horn Mixed-Use Development Traffic Study. Holtan explained that the Supplemental Agreement, Number 1 is an amendment to the agreement for Van Horn a/ka/ North Town and the cost will be split between the Town and Van Horn. **Motion Gumm, second Lambrecht to approve the Supplemental agreement need for the County and DOT. Motion carried.**
  - b. Town Code of Ordinances – Update to facilitate TID No. 1 Development. Atty. Bauer spoke about the need to update the Town Codes that are over 30 years old. Clerk Fischer is to get a quote on the cost to update.
  - c. Holtan presented a quote for a survey from Cedar Creek Surveying for the proposed park in North Town. **Motion Schwinn, second Gumm to approve the quote for Cedar Creek Surveying. Motion carried.**

11. Resolution-5300 Investments, Inc. regarding 5300 Highway 42. Atty. Bauer discussed the changes in use at the building at 5300 Hwy. 42. The building, which is owned by 5300 Investments, LLC. Atty. Bauer has recommended that the owner, 5300 Hwy. 42, apply for a Conditional Use Permit to allow for multi-use and identify the improvements that were made to the building on the permit and sign an indemnification. **Motion Gumm, second Lambrecht to authorize Atty. Bauer to create a resolution regarding 5300 Investments, LLC, and the property at 5300 Hwy. 42. Motion carried.**

12. Resolution Accepting the Dedication of Road Right-of-Way Known as Interstate 43 Roundabout. Atty. Bauer explained that the Dedication of Road Right-a-Way Known as Interstate 43 Roundabout will be completed. **Motion Gumm, second Schwinn to authorize Atty. Bauer to complete. Motion carried.**

Concerning Hillcrest Windmor LLC barn located on Tax Parcel 59024365780. Chairperson Hein explained that Doc Leonard, Inspector for SAFEbuilt, determined the structure to be unsafe and dangerously close to collapsing. Shingles and boards are falling off and the foundation has cracks and gaps throughout, with the south wall severely buckling out. A limited inspection of the interior revealed rotting and decaying. **Motion Gumm, second Schwinn to authorize Atty. Bauer to issue a repair or raze order. Motion carried.**

13. Supervisor Jim Schwinn gave Finance Report:

- a. Update on financial reports: The money market is at six million, but taxes have not been settled yet.
- b. Approve Employee Awards. Schwinn recommended recognizing Joe Wincher as a full-time employee and recognizing Darla Free as a 25-year employee. Darla Free will be retiring in a few months. **Motion Schwinn, second Gumm to approve the recognition of Wincher and Free. Motion carried.**

14. Tom Holtan, Engineer & Director of Public Works gave DPW Report:

- a. Approval of Fista Forest Industry Safety and Training Alliance Inc. Chainsaw Safety Training for all DPW employees for \$1,300. Holtan explained that all the DPW employees need updated Chainsaw Safety, and the cost would be split with the Sanitary Districts. **Motion Gumm, second Lambrecht to approve the training. Motion carried.**
- b. Holtan also brought up an issue with the lack of radio in the newest F-150 that Holfeltz has been driving. Holtan explained that the Sanitary District is reimbursing the Town for their share of some equipment and Holtan would like to allocate \$3,364 for a radio installation to communicate with all other vehicles. **Motion Schwinn, second Lambrecht to authorize the installation of a radio and to use funds that from the Sanitary Districts reimbursement. Motion carried.**

15. Supervisor Char Gumm gave Parks Report:

Gumm presented a list of trees that will be ordered for Rudy Mahler Park in the Spring. Tim Bull from the County helped with the selection of sixty-five trees. The Rotary Club will be paying for the trees with a grant. The trees are being scheduled to be planted April 23<sup>rd</sup>. **Motion Schwinn, second Lambrecht to approve the order. Motion carried.**

16. Fire Chief Ed Biederwolf gave Fire Department Report:

- a. Approval of Andrew Stahl to attend the Wisconsin State Firefighters Convention for approximately \$719.00. **Motion Schwinn, second Gumm to approve Andrew Stahl to attend the Wisconsin State Firefighters Convention. Motion carried.**  
Biederwolf wanted to Thank the Board for the use of the Community Center for the EMS/Fire Department Banquet. Biederwolf also reminded the Board of the Brat Fry on April 24<sup>th</sup> and that raffle tickets will be on sale until then. Biederwolf said that the Honor Guard will be at the Annual Meeting.

17. Mark Heronymus gave Ordinance Enforcement Officer Report:

Heronymus reported that there were calls regarding parking restrictions. Heronymus said that he would follow up with the owners of Husky Storage regarding the concern of outside storage. Hein asked Heronymus to contact the owners of Husky Storage regarding the need to apply for a Conditional Use Permit.

18. Establish Community Center Rental Information. The Town Board will be meeting on the details needed for the Community Center Rental guidelines and details. Hein said that he would like the Community Center available for non-profit and public service organizations exempt from and able to use at no charge. The Town Board Supervisors agreed but added that each organization would need Town Chairperson approval and in Town Chairpersons

absence, his/her designee. The next meeting was scheduled for Feb. 22<sup>nd</sup>, 2022. This meeting was cancelled due to the weather. The meeting was rescheduled to March 3<sup>rd</sup>, 2022.

19. Outdoor Storage at Husky Storage, 4420 County Road J. This discussion will be moved to the March meeting.
20. Correspondence and Communication received after the agenda was posted. None received.
21. Reports a. Financial Reports b. Approval of Bills c. Plan Commission d. Parks Committee. **Motion Gumm, second Schwinn to approve the reports and bills. Motion carried.**
22. **Closed Session** 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. **Roll call vote to go into closed session: Hein-Aye, Schwinn-Aye, Gumm-Aye, Lambrecht-Aye**
23. **Open Session** Town Board may reconvene into Open Session to make decisions on Closed Session items. Roll call vote to go into open session: **Hein-Aye, Schwinn-Aye, Gumm-Aye, Lambrecht-Aye**
24. Employee Matters-The Town Board, Holtan, Sanitary District #3 President Art Stewart, and Atty. Bauer discussed the hiring of a Civil Engineer Technician. This position would inspect sanitary/sewer, spot checks and grading. This person would assist the Director and Deputy Director of Public Works/Sanitary Department. The position would be split in thirds with Town, Sanitary District 2, and Sanitary District 3. **Most of the positions cost would be covered by TID expenses. Motion Gumm, Second Lambrecht. Motion carried.**
25. Correspondence and Communication received:
  - a. Town of Mosel Planning and Zoning Commission Notice of Meeting-Cancelled rescheduled for 4/22/2022
26. Correspondence and Communication received after the agenda was posted. None received.
27. Reports a. Financial Reports b. Approval of Bills c. Plan Commission d. Parks Committee. **Motion Gumm, second Schwinn to approve the reports and bills. Motion carried.**
28. Adjourn. **Motion Gumm, second Schwinn to adjourn the meeting at 6:33 pm. Motion carried.**

Peggy Fischer, Clerk