

**MINUTES OF THE MEETING OF THE  
TOWN OF SHEBOYGAN TOWN BOARD  
TUESDAY, March 15, 2016 @ 5:15 pm**

A Town of Sheboygan Town Board meeting was held on Tuesday, March 15, 2016 in open session at the Town of Sheboygan Town Hall, 1512 No. 40<sup>th</sup> Street, Sheboygan, Wisconsin 53081, Sheboygan County, Wisconsin.

The meeting was called to order by Town Chairman Daniel W. Hein. The following were also present at the meeting: Supervisors Char Gumm, Dan Olson, James Schwinn and John Wagner, Attorney Michael Bauer, Public Works Director William Blashka and Clerk Cathy Conrad.

Notice of the meeting was given to the public at least 24 hours prior to the meeting by forwarding the complete agenda to the official Town newspaper, *The Sheboygan Press*, and to all news media who have requested the same, as well as 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

\_\_\_\_\_  
CHAR GUMM, SUPERVISOR

\_\_\_\_\_  
DANIEL OLSON, SUPERVISOR

\_\_\_\_\_  
JAMES SCHWINN, SUPERVISOR

\_\_\_\_\_  
JOHN WAGNER, SUPERVISOR

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

- 1) Chairman Hein calls the meeting to order and introductions of Board and Staff were made.
- 2) Pledge of Allegiance-The Chairman led those present in the Pledge of Allegiance.
- 3) Agenda - **Motion Wagner, second Gumm to approve the agenda for March 15, 2016 as presented. Motion carried.**
- 4) Approval of the Minutes-**Motion Gumm, second Schwinn to approve the minutes of February 16, 2016 as presented. Motion carried.**
- 5) Final Plat for Mueller Fields West-Atty. Bauer stated the Plan Commission recommends conditional approval with the condition that the developer pay the parkland fee, provide security or cash deposit letter of credit or security bond for infrastructure and review of final drainage. **Motion Schwinn, second Olson to approve the plat for Mueller Fields West with the conditions that the parkland fee be paid, the cash deposit or security bond is received, along with review of drainage by AECOM. Motion carried.**
- 6) Conditional Use Permit for McKenzie's Mission, 4705 Hunters Glen Drive-Atty. Bauer stated that Plan Commission recommends approval of the conditional use permit for McKenzie's Mission. **Motion Gumm, second Wagner to approve the conditional use permit for McKenzie's Mission, 4705 Hunters Glen Drive as presented. Motion carried.**
- 7) Request for Children at Play signs in Fairfield Subdivision-Request for Children at Play sign in Revere Estates. Finance Committee recommends one sign as this is just on the dead end streets. **Motion Wagner, second Gumm to put up one speed limit sign and a Children at Play sign in Fairfield Subdivision. Motion carried.**
- 8) Request for Blind Horse Sharon Richardson Hospice Walk/Run on Saturday, June 18, 2016-**Motion Olson, second Gumm approve the Sharon Richardson Hospice/Blind Horse Walk/Run on Saturday, June 18, 2016 beginning at 9:30 am. Motion carried.** Rangeline Road is located in the Town of Sheboygan Falls and Superior Avenue is a County road and those two entities should be contacted by Blind Horse. The estimated time is 1 hour 20 minutes with 150-200 people participating. The Sheriff's Department should also be notified by Blind Horse.
- 9) North Lane Drainage-DPW Blashka brought forward that there is water flowing over the road for several years and in 2001 AECOM was asked to come up with a plan. Nothing had been done and the water is still over the road. The 2001 report is quite old and a new update needs to be done with elevations and new aeriels. Blashka recommended a design concept from AECOM with recommendations for correcting the issue. **Motion Gumm, second Wagner to get a cost estimate from AECOM for North Lane drainage and put this item back on the Town Board agenda for next month. Motion carried.**
- 10) Rangeline Road, Playbird Road, Woodland Road-Blashka talked with the County and the problems are coming in that there are different soils underneath and the frost and warming caused the road to raise and sink. This past year was worse than others due to the frost levels. A full pulverization with the road ground into gravel and adding more gravel, compacted and new asphalt should hold up better with a cost of approximately \$180,000 per mile and this is for a 2 mile stretch of Rangeline and Playbird. Woodland East/West is in worse condition and very rough cost estimate for the road alone could be upwards of \$150,000 and would have to be designed. This would be west of Hwy 42 only. The entrance to the business park on Enterprise Drive is also in need of repair. Hein stated we did not budget for any road work this year and we would have to borrow. **Motion Gumm, second Wagner to get engineering and construction costs for Woodland East/West and estimated construction costs from the County for Rangeline, Playbird and Enterprise Drive. Motion carried.**

- 11) Deer carcass removal/disposal-The County is continuing to provide this service and pay for this service in 2016. This will have to be put in budget for next year.
- 12) Gottsacker Development Agreement & Exhibit for Springtime Ridge-Atty. Bauer stated that he is holding a \$15,000 check for Wagner Excavating and Blashka has reviewed the as-builts and the attorney's are working on the agreement and once the plans are turned over to Blashka then Atty. Bauer will send the check to Wagner. This will settle the payment issues. The Stormwater Management and Maintenance Agreement needs to be finalized and approved. **Motion Gumm, second Olson to approve the Springtime Ridge Stormwater Management and Maintenance Agreement. Motion carried.** Gottsacker wants to begin building another building and finalize the occupancy permits for the previous properties and take care of the silt and sediment that has filled in the ditch and then he will re-seed. Daun's is doing the maintenance/landscaping and they will be taking care of any silting that filled in. The road will be paved with the packaging for the financing of the next structure. The road will have to be re-graded and then the paving. There will need to be checks along the way and placement of a gravel shoulder. Discussion of a deadline for paving the road by September 1, 2016 which would be acceptable for Gottsacker and the Town. This will be considered Phase III which will include 2 building sites. **Motion Schwinn, second Wagner to allow Gottsacker to begin with the Springtime Ridge Development known as Phase III with the following conditions:**
- 1) **Continue Wagner Excavation settlement including as builts;**
  - 2) **Stormwater Management and Maintenance Agreement;**
  - 3) **Final ditching, road grade and paving to be completed not later than September 1, 2016.**
- Motion carried.**
- 13) Draft Fire Alarm & False Alarm Ordinance-A final draft ordinance was reviewed and the fee based charge makes it easier to implement. **Motion Schwinn, second Wagner to adopt the fire alarm and false alarm ordinance as presented by the Fire Department. Motion carried.**
- 14) Appointment of pollworkers-**Motion Gumm, second Wagner to appoint Virginia Radtke, Kevin & Margie Jones, JoAnne Hayon, and Liz Bayliss as pollworkers through December 31, 2017. Motion carried.**
- 15) Operators Licenses-**Motion Gumm, second Wagner to approve the operators licenses for Joseph H. Stahl for the Fire Department Fry and waive the fee; Kenneth R. Hemenway for Emil Masey Hall; Christopher A. Wegner and Sabrina Mathwig for Wal-Mart, as presented. Motion carried.**
- 16) Temporary Class B license-**Motion Gumm, second Wagner to approve the temporary Class B license for the Town of Sheboygan Fire Department for April 24, 2016 and waive the fee. Motion carried.**
- 17) Update on Retail Coach development plan-Chairman Hein stated that 2-3 weeks ago there was a meeting with Scott Emeson and the Sheboygan County Economic Development Corp. and they toured the Town. They spent time putting together a plan and feels there are a lot of good things that are positive for the Town. He presented ideas for marketing the Town. He felt that marketing is a good thing. He talked about the way we present the Town and the logo and feels the Town may want to change that. The Hwy 42 corridor was discussed and the old Big Wheel property was discussed. They layout a plan for the Town to approve and then they go out and market the Town. There is a huge real estate development conference in Las Vegas which they will attend for the presentation of the Town. They felt there was lots of potential for development. A plan will be put together within the next few months to present their plan. Items 17-18 & 23 relate to the development plan. Atty. Bauer stated that there have been several changes to the TIF laws and once the plan and layout is developed the Town could use a TIF to develop infrastructure costs for sewer, water and road extension and the TIF district makes this site competitive with other retail opportunities that would be available. The cost to develop a TIF is about \$15,000 per Phil Cosson of Ehlers. Once you create a TIF district for 25 years the Town gets the tax revenue to pay down the

infrastructure for the development. The new tax base is paying for the TIF for 25 years. If the development goes defunct the Town is on the hook for the TIF. The Town's ordinances are in good shape. The TIF cost of \$15,000 is included in the TIF, along with engineering, legal, office work, etc. Ehler's indicated they would take care of all TIF paperwork with filing, etc. and keeping the reporting up to date. There is some mixed use such as apartments, retail, etc. that are required by the TIF. Attracting hotels is another point that should be addressed.

Entrance signs will be looked at also. An estimate for a new Town logo for design services is \$2,500 to \$4,500 to concept and provide an updated logo for Town. Dan Olson stated these are graphic designs and that = \$80 per hour for 30 hour and Olson suggested that we could get other prices. Hein asked everyone to think about different ideas of what items attract people and businesses as it would be a start. Board members were asked to think about what the Town is about. This item will be placed on the next agenda.

18) Entrance signs & Town logo for Town & proposal for services-Discussed under number 17 above.

19) Commercial Building Permit Review-This item will be put on the next agenda.

20) Ordinance Enforcement Officer Reports-Officer Heronymus was present and stated that the cell phone is a great plus over the pager. Mill Road has been a location for traffic speed, 4x4 vehicles mudding off road in Blackstock and Union Avenue are also concerns. All calls that have been received have been taken care of. The County will be assisting in the installation of the light bar on the squad. The items came from the City of Sheboygan Police Department. The light bar was free and installation would be approximately 4 hours. Compensation of \$200 was appropriate. **Motion Olson, second Schwinn to authorize payment of \$200 for the installation of the light bar and other incidentals. Motion carried.**

21) Mutual Aid Agreement-Atty. Bauer stated that the Sanitary District is doing a Mutual Aid Agreement with neighboring municipalities if case of an emergency that would provide services that could assist in an emergency situation. This will be put on a future agenda.

22) Unpaid personal property tax bill for Ellen Fraser, 5019 Flagstone Road-Personal property taxes have not been paid and neither have utility bills. **Motion Wagner, second Schwinn to direct Sanitary Districts No. 2 & 3 to terminate service for Ellen Fraser, 5019 Flagstone Road. Motion carried.**

23) Town TIF Powers-This was briefly discussed under number 17 above.

24) Sheboygan Senior Community Board of Directors seat-The Board discussed that this could be a conflict. Under State Statutes 19.09 the Ethics Code could be a conflict and the Town member would have to abstain if something ever came to the Town Board. Therefore the Town Board chose to decline the offer due to "potential conflict of interest". A letter will be sent to the Sheboygan Senior Community Board of Directors staff "thanking them for thinking of us". **Motion Olson, second Gumm to decline the offer of having a Town Board member on their Board of Directors. Motion carried.**

25) Reports-**Motion Gumm, second Schwinn to approve the reports as presented. Motion carried.**

26) Correspondence-None. Blashka asked to have Jim Schwinn, Tod Holfeltz & Bruce Williams attend an upcoming class. **Motion Gumm, second Wagner to send Supervisor Schwinn, Tod Holfeltz & Bruce Williams to the asphalt repair class. Motion carried.**

27) AECOM Proposal for 2016 landfill services-Atty. Bauer stated that landfill services proposal is for on-call services and any adjustments due to gas and landfill monitoring and if it is not used it is not billed and there is no mileage. **Motion Schwinn, second Olson to accept the AECOM landfill services for up to \$5,000. Motion carried.**

28) Personnel Issues-The Town did not go into closed session.

29) Adjourn- **Motion Wagner, second Gumm to adjourn the meeting at 6:50 p.m. Motion carried.**

Cathy Conrad, Town Clerk