

**MINUTES OF THE MEETING OF THE
TOWN OF SHEBOYGAN TOWN BOARD
TUESDAY, MARCH 15th, 2022**

A Town of Sheboygan Town Board meeting was held on Tuesday, March 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 and Pat Schmidt, Engineer, and Director of DPW Tom Holtan, Ordinance Enforcement Officer Mark Heronymus, Clerk Peggy Fischer, Plan Commission Member Randy Blindauer.

Notice of the meeting was given to the public at least 24 hours prior to the meeting by posting in four (4) 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

JIM SCHWINN, SUPERVISOR

BRAD LAMBRECHT, SUPERVISOR

CHAR GUMM, SUPERVISOR

PAT SCHMIDT, 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 Lambrecht to approve the agenda for March 15th, 2022. Motion carried.**
1. Approval of minutes from February 15th, 2022, Town Board Meeting. **Motion Schwinn, second Gumm to approve the minutes of February 15th, 2022. Motion carried.**
2. Preliminary Plat Review for Maywood Estates, LLC, 4539 S. Taylor Drive, Sheboygan, WI 53081. Proposed plat review for a fifteen-lot subdivision located on Mueller Road in the Town of Sheboygan. Atty. Bauer reported that the Plan Commission recommends approval to the Town Board regarding the Preliminary Plat Review for Maywood Estates, LLC with the condition that the developer work with Maywood Park regarding a list of invasive species that should not be planted by future residents. **Motion Schwinn, second Gumm to approve the preliminary plat for Maywood Estates, LLC. Motion carried.**
3. Condition Use Permit and Certified Survey Map for Laura Anderson, Owner of Biggby Coffee, 2532 S. Business Drive, Sheboygan, WI 53081. Subdivide lot into (2) parcels and allow change in use for parcel 2 that will be used as a commercial Business, Biggby Coffee drive through store. Atty. Bauer reported that the Plan Commission recommends approval to the Town Board for a Conditional Use Permit and Certified Survey Map for Laura Anderson, Owner of Biggby Coffee for a drive through store. **Motion Lambrecht, second Schwinn to concur with the Plan Commission and approve the Conditional Use Permit for Laura Anderson, Owner of Biggby Coffee for a Drive through store located on Hwy. 42. Motion carried. Motion Schwinn, second Schmidt to concur with the Plan Commission to approve the Certified Survey Map for Laura Anderson, Owner of Biggby Coffee for a drive through store located in the Town of Sheboygan off Hwy. 42. Motion carried.**
4. Approve a Resolution approving Conditional Use Permit for 5300 Investments, LLC for the Town of Sheboygan, Sheboygan County, WI. Atty. Bauer reported that the Plan Commission recommends approval of the Resolution approving the Conditional Use Permit for 5300 Investments, LLC. **Motion Gumm, second Schwinn to approve the Resolution approving the Conditional Use Permit for 5300 Investments, LLC. Motion carried.**
5. Sign Permit for PalCare, 5300 Hwy. 42, Sheboygan, WI 53083 to add new aluminum signs to existing post, add a visitor's entrance sign, and a shipping & receiving sign. Atty. Bauer reported that the Plan Commission recommends approval of a Sign Permit for PalCare, 5300 Hwy. 42. **Motion Lambrecht, second Schmidt to approve a sign permit for PalCare, 5300 Hwy. 42. Motion carried.**
6. Sign Permit for Paul Gandhi, Owner of the Quality Inn, 4332 N. 40th Street, Sheboygan, WI 53083 to install a new internally lit cabinet sign to an existing pylon sign. Atty. Bauer reported that the Plan Commission recommends approval to the Town Board for a sign permit for Paul Gandhi, Quality Inn. **Motion Schwinn, second Gumm to approve the sign permit for Paul Gandhi, Owner of the Quality Inn, 4332 N. 40th Street. Motion carried.**
7. WisDOT Salt Contract. DPW Director, Tom Holtan answered questions from the Board regarding the amount of salt used this year, which was approximately 526 tons. Holtan is asking for authorization to sign the contract with WisDOT. **Motion Schwinn, second Gumm to authorize Holtan to sign a contract with WisDOT for salt for the next winter. Motion carried.**
8. Reappoint Karen Schulze and Cole Northup to Plan Commission for a 3-year term. **Motion Gumm, second Schmidt to reappoint Karen Schulze and Cole Northup to Plan Commission for a 3-year term. Motion carried.**

9. Reappoint Roger Hoitink, John Versey, Matt Spence and Jeff Klosterman to Board of Zoning Appeals for a 3-year. **Motion Schwinn, second Gumm to reappoint Roger Hoitink, John Versey, Matt Spence and Jeff Klosterman to Board of Zoning Appeals for a 3-year. Motion carried.**
10. Reappoint Tim Winkel, Seth Minster, and Diane Ebenreiter to Board of Review for a 2- year term. **Motion Gumm, second Schmidt to reappoint Tim Winkel, Seth Minster, and Diane Ebenreiter to Board of Review for a 2-year term. Motion carried.**
11. UW-Extension Water Sampling Program. DPW Director Holtan explained to the Board the water sampling program and that the program tests water for the residents and the UW-Extension subsidizes the cost and they will work with the residents. **Motion Gumm, second Schwinn to approve of the UW-Extension Water Sampling Program in the Town of Sheboygan. Motion carried.**
12. General Code proposal GC:002005518. The proposal is for Codification services to include a manual and website services. Proposed amount is \$10,339.00 for initial investment with \$995 annual maintenance. This proposal is ARPA eligible. Atty. Bauer explained the codification services and the importance with the upcoming developments in the Town. Clerk Fischer added that the codification program would work well with the new website, and it would clean up the existing ordinances. Clerk Fischer will need to check on Sanitary Districts ordinances and if they were included in the proposal. **Motion Schmidt, second Gumm to approve the proposed General Code proposal and yearly maintenance. Motion carried.**
13. Financial Report. Supervisor Schwinn reviewed checking and debt service reports.
14. 4020 Technology Parkway - New Town Hall report was given by Director of DPW/Engineer Tom Holtan: Holtan said the Town Hall is 99% completed. Holtan shared a quote he received from Sign Me Up for directional signs for the Town Hall & Community Center parking lot. The signs, one with illumination at the entrance, would be \$7,500 and \$6,280 without illumination. The signs could be installed in two weeks, before the election. **Motion Gumm, second Schwinn to approve the quote from Sign Me Up for directional signs with one illuminated for \$7,500. Motion carried.**
15. Van Horn/Town Development. Holtan and Atty. Bauer did not have any updates.
16. Letter of Engagement to Retain Ehlers to Provide Assistance with Annual TID Reporting. **Motion Schwinn, second Gumm to approve the letter of engagement to retain Ehlers to provide assistance with annual TID reporting. Motion carried.**
17. Department of Public Works Report. Director of DPW Tom Holtan gave the report: Holtan reported that the DPW employees are working on getting equipment ready for spring/summer. The crew will be working on taking down diseased trees in Mahler Park and replanting. Holtan will work with Chief Biederwolf regarding the need for a water truck for the trees after planting since they do not have a water source at Mahler Park.
18. Fire/EMS Department Report-no report given.
 - a. EMS Pay period and minimum pay requirement. Deputy Chief of EMS, Adam Cain spoke to the Board regarding EMS pay. Cain requested that the pay for EMS stay as monthly and checks will be picked up by Chief Biederwolf and disbursed at the fire house. **Motion Schwinn, second Lambrecht to keep EMS pay at monthly, Fire Pay to be quarterly and the checks will be picked up starting April 1st, 2022. Motion carried.**
19. Ordinance Enforcement Officer Report was given by Ordinance Enforcement Officer Mark Heronymus: Heronymus spoke about the issue at 4031 Superior Avenue issue with yard condition and rodents. The resident uses the home for storage only. **Motion Schwinn, second Schmidt to authorize Atty. Bauer to begin the process of repair or raze order for 4031 Superior Avenue. Motion carried.**
20. Correspondence and Communication. None received.
21. Adjourn. **Motion Gumm, second Schwinn to adjourn the meeting of March 15th,2022. Motion carried.**

Peggy Fischer, Clerk