

**MINUTES OF THE MEETING OF THE
TOWN OF SHEBOYGAN TOWN BOARD
TUESDAY MAY 25TH, 2021 at 4:15 pm**

A Town of Sheboygan Town Board meeting was held on Tuesday, May 25th, 2021, at 4:15 pm in open session at the 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, Alexandra Nugent Timofeeva joined at 4:55 pm, Clerk Peggy Fischer, 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, SUPERVISOR

CHAR GUMM, SUPERVISOR

BRAD LAMBRECHT, SUPERVISOR

ALEXANDRA NUGENT TIMOFEEVA, SUPERVISOR

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

Meeting was called to order by Chairman Hein at 4:18 pm. Chairman Hein proceeded to agenda number 5 and will return to the Pledge of Allegiance at 5:15 pm.

4020 Technology Parkway - New Town Hall

- Review of renovation plans regarding the assembly hall with DuWayne Hameister of Hameister Architects. Hameister reviewed the current issue regarding the bathrooms not being ADA compliant and the need to include this with the bid for the Community Hall and Boardroom. **Motion Schwinn, second Lambrecht to approve the plans as submitted. Motion carried.** Hameister also discussed the change order necessary regarding the chiller. **Motion Schwinn, second Gumm to approve a change order from Aldag Honold regarding the chiller for \$5,600. Motion carried.**
- Review Community Hall and Boardroom quote regarding Council Chambers. Hameister reviewed the bid proposal with the Board and discussed options regarding the flooring for the hall. Atty. Bauer will be reviewing the bid and running the public notice on behalf of the Town. June 7th at 1:00 pm will be a walk through for contractors.
- EBI additional desk shell for shredder, copier area and Clerk's office. **Motion Lambrecht, second Nugent to approve an additional desk shell for the shedder and copier area for \$490.00. Motion carried.**
- 4728 North 40th Street. This item is tabled.

The Pledge of Allegiance was said at 5:15 pm.

Introductions were given.

Approval of the Agenda. **Motion Nugent, second Gumm to approve the agenda for May 25th, 2021. Motion carried.**

Approval of Minutes from April 22nd, 2021, and May 6th, 2021. **Motion Gumm, second Schwinn to approve the minutes of April 22nd, 2021, and May 6th, 2021. Motion carried.**

Sign Permit for Edgewater Plumbing to install signs on the East and West Elevations at new facility located at 4320 Industrial Court, Sheboygan WI 53083. Atty. Bauer reported that the Plan Commission has recommended approval of the Sign Permit for Edgewater Plumbing. **Motion Nugent, second Schwinn to approve the Sign Permit for Edgewater Plumbing. Motion carried.**

Sign Permit for Lake Country Academy to allow for removal of the old post and panel style monument sign and to add a new aluminum sign with digital copy display at 4101 Technology Parkway, Sheboygan, WI 53083. Atty. Bauer reported that the Plan Commission has recommended approval of the Sign Permit for Lake Country Academy. **Motion Gumm, second Lambrecht to approve the Sign Permit for Lake Country Academy. Motion carried.**

Fireworks permits for Pine Hills Country Club for the following dates: July 3rd, July 16 & 17 TWA Days and August 6 & 7, 2021 for Ladies Home Tournament. The Board asked about insurance, which was also submitted. **Motion Gumm, second Lambrecht to approve the fireworks permits for July 3rd, July 16th/17th, and August 6th/7th, 2021. Motion carried.**

Development Agreement for Van Horn Development LLC. Atty. Bauer reported that he is expecting revisions but has nothing further on this.

Exercise option to purchase Beuchel property and authorize Town Chairperson and Town Clerk to sign all necessary documents for closing on or before August 31, 2021. Atty. Bauer discussed the follow up regarding the option to purchase from 2016. Phil Cosson, Ehlers spoke recently to the Board regarding the use TIF financing to be used purchase the property. **Motion Schwinn, second Lambrecht to approve the continuation of the process to purchase and to allow the Town Chairperson and Town Clerk to sign all necessary documents. Motion carried.**

Resolution Authorizing the Issuance and Sale of a \$5,639,478 Taxable General Obligation Promissory Note, Series 2021A. Atty. Bauer had previously discussed the Promissory Notes with the Town Board. Atty. Bauer gave a brief review of the process and a date of June 3rd, 2021, for this to take place. **Motion Schwinn, second Nugent to approve the resolution authorizing the issuance and sale of a \$5, 639, 478 Taxable General Obligation Promissory Note, Series 2021A. Motion carried. Motion Gumm, second Nugent to approve payment to Quarles and Brady to be paid \$4,500 for the preparation of the documents for the issuance and sale. Motion carried.**

Resolution Authorizing the Issuance and Establishing Parameters for the Sale of Not to Exceed \$7,075,000 Taxable General Obligation Refunding Bonds, Series 2021B. Atty. Bauer reviewed the resolution and spoke about the authorization of the Phil Cosson, Financial Advisor, Ehlers to solicit bids and report to the Town regarding sale of not to exceed \$7,075,000 Taxable General Obligation Refunding Bonds, Series 2021B. If Cosson determines the parameters are not met, the process will not continue. Atty, Bauer gave a date of July 21st, 2021, for this to take place. **Motion Nugent, second Gumm to approve the resolution authorizing the issuance and sale of a \$7,075,000 Taxable General Obligation Promissory Note, Series 2021B. Motion carried. Motion Gumm, second Schwinn to approve payment to Quarles and Brady to be paid \$16,000 for the preparation of the documents for the issuance and sale. Motion carried.**

Sale of 1512 North 40th Street (old Town Hall). Hein spoke about the interest of John Behrens, Owner of Superior Lawn and Garden to purchase the old Town Hall to use as a place to sell antiques and use for additional office space for his business. Hein said that Behrens would allow the drop box for utility payments to remain on site for the residents. Sanitary Districts No. 2 and District No. 3 would like to retain rights to the electrical box to the tower, the ability to test the drinking water weekly. The Sanitary Districts would also like to secure a survey regarding the water tower. **Motion Gumm, second Lambrecht to approve a purchase agreement conditioned upon Sanitary District No. 3 Commissioner, Art Stewart agreeing. Motion carried.**

Lincoln Estates Stormwater Management and Maintenance Agreement. Atty. Bauer reviewed the change in legal descriptions.

Approval of Ken Lilge, Justin Welsch and Andrew Stahl to attend the FDIC International Firefighters convention in Indiana August 4th – August 6th, 2021. Cost is \$1,930 for all three with room reservations, food, and registration. **Motion Schwinn, second Nugent to approve Lilge, Welsch and Stahl to attend the convention. Motion carried.**

DPW Report. Deputy Director of Public Works, Tod Holfeltz gave a report regarding the following:

Drainage issues on 40th and working with WPS and Alliant, Koehler Drive re-ditching, Rangeline Rd. ponding, Krugel stormwater, Old Town Hall planter and bench removal and clean up, removal of plows from trucks, concrete pads poured, splashpad opening, last week for chipping, Riverwoods adjustment of manholes for overlaying and the New Town Hall parking lot to be complete the week

of June 25th.

Parks Report. Gumm reported that the following:

Lions Club donation for trees- \$5,000. Gumm thanked the Lions club for the donation. Tony Fessler of ROOTs was present and spoke briefly to the Town Board regarding the approval of the proposal from Tim Bull of Tim's Tree Treatments, LLC to give an inventory of the trees that would need to be removed. The cost per the Town is not to exceed \$1,870. **Motion Schwinn, second Nugent to approve a capped amount of \$1, 870 for the inventory of damaged trees by Tim's Tree Treatments, LLC. Motion carried.**

Ordinance Enforcement Officer Report. No report given. Ordinance Enforcement Officer was not present.

Fire Department Report. Chief Beiderwolf was present and spoke about upcoming events:

The food truck event was postponed a week because of rain. The Honor Guard Golf event will be June 4th and the Honor Guard will be presenting on July 4th Indy car weekend. Beiderwolf asked about recommendations for the restoration/body work for the Fire Truck that was recently donated by Fire Department Treasurer, Tim Ellis. Lambrecht said he has a contact. Hein said he will talk with Mitch, owner of Genuine Mechanics about repairs.

Condition of properties in the Town of Sheboygan:

- 4911 Homestead Lane condition. There has been a niece that was reached regarding the condition of the home and yard, and she is trying to clean it up. This will be monitored.
- 1619 N. 38th Street condition. The owner of this home was reached, and he has sided the home and cleaned up the residence.

Delinquent Personal Property. The Clerk presented the three personal properties listed below that are delinquent. Fischer has asked that the companies that are dissolved be removed from the Personal Property Delinquent list. Atty. Bauer agreed and will update the judgements regarding Ellen Frazer. **Motion Schwinn, second Gumm to remove Franzen Graphics and Primary Interstate Plaza Inc. from the Delinquent Personal Property List. Motion carried.**

- Ellen Frazer
- Franzen Graphics
- Primary Interstate Plaza Inc.

Atty. Bauer has been working with the Town Accountant, Steve Corbelle regarding a requested amendment for the following 2020 budget amendment.

Pursuant to Wis. Stat. §§ 60.40(5) and 65.90(5)(a) approve a 2020 budget amendment as follows:

The Town amends the 2021 budget via adjusting the distribution of the 2020 Tax Levy by transferring \$36,158 from the 2020 Operational Tax Levy to the 2020 Debt Service Tax Levy via the following 2021 Budget Amendment:

1. Increase 2021 Debt Service Fund - Principal repayments budget by \$36,158
2. Increase Debt Service Tax Levy to fund additional payment by \$36,158

3. Decrease Operational Tax Levy by \$36,158
4. Apply Unassigned Fund Balance of \$36,158

The Board directs staff to communicate the changes to the Department of Revenue to adjust the amount on the town's levy limit worksheet to regain compliance with the levy limit law. **Motion Schwinn, second Lambrecht to authorize staff to communicate the changes to the Department of Revenue to adjust the amount the Town's levy limit worksheet to regain compliance with the levy limit law. Motion carried.**

The result of this transfer will allow the Town of Sheboygan to make an additional principal payment of \$36,158 during 2021 on one of the GO Debt Instruments that allows for prepayment without penalty.

The Town Board did not go into closed session.

1. **Closed Session** The Town of Sheboygan Town Board may convene into Closed Session pursuant to Wis. Stat. § 19.85(1)(c) for the purpose of considering employment, promotion, compensation or performance evaluations of any public employee over which the governmental body has jurisdiction or exercises responsibility regarding full-time employee benefits.
2. **Open Session** The Town of Sheboygan Town Board will reconvene into Open Session to make decisions on Closed Session items. The Town Board did not go into closed session.
3. Correspondence and communication received after posting this agenda. No additional correspondence was received.

Adjourn. **Motion Lambrecht, second Gumm to adjourn the meeting at 6:37 pm. Motion carried.**

Peggy Fischer, Clerk