

**MINUTES OF THE MEETING OF THE
TOWN OF SHEBOYGAN TOWN BOARD
TUESDAY, JUNE 15TH, 2021 AT 5:15 PM**

A Town of Sheboygan Town Board meeting was held on Tuesday, June 15th, 2021, at 5:15 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, Alexandra Nugent, Director of Public Works Tom Holfeltz, Deputy Directors Tod Holfeltz and Damian Nevers, Ordinance Enforcement Officer Mark Heronymus, Fire Chief Ed Biederwolf, 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 (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

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 called to order by Chairperson Hein at 5:15 p.m.

The Pledge of Allegiance was said.

Introductions were given.

Approval of the Agenda. **Motion Schwinn, second Nugent to approve the Agenda for June 15th, 2021. Motion carried.**

Approval of the minutes from April 30th, 2021, and May 25th, 2021. **Motion Schwinn, second Lambrecht to approve the minutes from April 30th and May 25th, 2021. Motion carried.**

4020 Technology Parkway - New Town Hall items discussed:

Hameister Architects, Inc., Town of Sheboygan Town Hall Renovation - Phase 2: Addendum 2. Tom Holtan spoke about the walk through and the bid process. **Motion Lambrecht, second Nugent to approve Phase 2, Addendum 2 for Hameister Architects, Inc. Motion carried.**

Update of renovation plans for Community Hall and Board Room. Holtan explained the issue with current compressor and the chiller and the need to upgrade the current compressor size. **Motion Schwinn, second Lambrecht to approve the purchase of a compressor not to exceed \$3,000 dollars. Motion carried.**

Review Community Hall and Boardroom [furniture] quote regarding Council Chambers. No updated quotes have been received.

Quote from Quality Concrete regarding front east walkway at 4020 Technology Parkway. Holtan spoke about the issue with 100 feet of the sidewalk and an issue with ponding. Holtan is recommending that the sidewalk be taken care of while the parking lot is being done. **Motion Schwinn, second Lambrecht to approve the sidewalk work to be done and not to exceed \$8,000 dollars. Motion carried.**

Sale of 1512 North 40th Street (old Town Hall) including Declaration of Easements. Attorney Bauer explained the sale documents and the declaration of easements. Atty. Bauer said that the declaration of easement will include the sewer mains and electricity to the tower. Mr. and Mrs. Behrens did not want to include the drop box, posting board and water sampling as easements. Mr. and Mrs. Behrens will allow for continued use of the drop box, posting board and sampling of the water as needed. Hein recommend finding a different sampling place eventually. Atty. Bauer said he will circulate the documents regarding the final declaration of easements to the Sanitary Districts and Town Board. The closing is scheduled to take place July 15th, 2021. **Motion Lambrecht second Nugent to approve the Declaration of Easements regarding the sale of 1512 North 40th Street. Motion carried.**

Development Agreement for Van Horn Development LLC. Atty. Bauer reported that there was another meeting with Van Horn Development and there is an agreement regarding the language referring to annexation. Atty. Bauer will have a new draft of the development agreement for approval by the Town Board.

Reimbursement regarding TID expenses. Atty. Bauer reported that the Town has been reimbursed for the expenses regarding the development of the TID with the promissory note dated June 3rd. 2021.

The Sanitary Districts will be reimbursed on July 21st with the second promissory note.

Update regarding 4728 North 40th. Atty. Bauer reported that he has had no contact from the owner.

2021/2022 Operators Licenses. **Motion Schwinn, second Nugent to approve the Operator License applications. Motion carried.**

2021/2022 Cigarette Licenses. **Motion Nugent, second Lambrecht to approve the Cigarette License applications. Motion carried.**

2021/2022 Liquor Licenses. **Motion Schwinn, second Nugent to approve the Liquor License applications. Motion carried.**

Status of Department of Revenue Notice of Levy limit violation. Steve Corbeille, Accountant for the Town of Sheboygan was present to explain the update on the violation and the denial of the request that Corbeille has made to the Department of Revenue. Corbeille will be contacting the Department of Revenue on behalf of the Town. No action at this time.

Status of \$7,075,000 Refunding General Obligation Bonds, Series 2021B. Atty. Bauer reported that Phil Cosson, Ehlers has received all the information needed from the office and is in the process of getting bids.

DPW Report. Deputy Director of Public Works, Tod Holfeltz gave the update. The splashpad is up and running, restoration is taking place in the parks, new posting board has been installed, ditches are being cut and the parks crew are working on miscellaneous items. Lining and stripping will be done before August because of the PGA. Hein said that he has been asked to be on the Ryder Cup Committee and the committee has asked to use the Town Hall parking lot Friday, Saturday, and Sunday during the Ryder Cup.

Purchase of a used police vehicle. Hein and Heronymus spoke to the Board about an opportunity regarding the purchase of a 2012 Explorer that was used by Cascade Police Department. The computer and Radio are not included in the sale. Decals will be removed at their cost. Hein and Heronymus looked at the vehicle last week and Hein said that the asking price was \$20,000 and he offered \$15,000 and his offer was accepted. **Motion Schwinn, second Nugent to approve the purchase of the 2012 Explorer from the Cascade Police Department for \$15,000 and to give the current Crown Victorian officer vehicle to the Fire Department to use for fire inspections. Motion carried.**

Purchase a new truck for DPW. Holfeltz presented state contracting information regarding cost estimates for a new Department of Public Works truck. Steve Corbeille also gave Holfeltz contact information regarding state contracting. With the addition of DPW employees, a vehicle will be needed and the estimated time of delivery from order date is as long as five to six months. Holfeltz is looking to order soon but would like to check other sources. Motion Schwinn, second Lambrecht to order a new DPW truck like the other trucks in DPW inventory and up to \$39,000. Motion carried.

Parks Report. Supervisor Nugent was present and gave a brief report. Tony Fessler of ROOTS (Restoration Of Our Trees Sheboygan) is working with the Lions Club and has received a \$5,000 Pledge. Fessler is looking for private contributions/donations. Fischer was asked to put a link and information on the Town website. Tom's Trees has completed the inventory of all the ash trees in the Town.

Ordinance Enforcement Officer Report. Heronymus was present and spoke about the splashpad, benches and issues with skateboards on them. Heronymus spoke with Holfeltz regarding the need for No Skateboard signs. Heronymus was asked to investigate a yard issue on Hwy. 42. Brian

Voechting is the owner of 3726 & 3802 Hwy 42 homes that are vacant and are in disrepair. Heronymus has not been able to make contact. Heronymus has requested that a certified letter be sent by Fischer. Heronymus received an email forwarded to him from Mike Beringer, 3502 Windgridge Lane regarding an issue with the empty lot next to his being filled with debris from a tree being taken down and now being a home for rodents. Heronymus said that it did look like someone cleaned up the area. Heronymus said there was not much of an update to give regarding the home at Y&J. He said that the grass was cut, but nothing has been done with the barn. **Motion Schwinn, second Nugent to approve Atty. Bauer to send a second raise or repair letter. Motion carried.**

Fire Department Report. Chief Biederwolf was present to give a report. The File for Life magnets for the residents have been completed. A box has been given to the Town Hall to give out to residents. Biederwolf expressed his concern regarding the fireworks permits that were issued to Pine Hills. Biederwolf will monitor the weather and contact Ted at Pine Hills if needed. Biederwolf said that 1952 Fire Department pickup is being worked on and hopefully will be ready to be in the 4th of July parade. An update on the color guard golf outing was given. \$1400 was raised. Hein said that he would like to help in the future regarding setup and giveaways. Biederwolf asked about updating the furniture with the items left at the old Town hall and Hein said the building is being sold as is. Hein told Biederwolf to work with Brian Free regarding a quote for what is needed. Biederwolf said that the window on the northside of the building is leaking and needs to be fixed. Hein said to get a quote on this as well. Hein asked Holtan to look at what could be done. Biederwolf also wanted the Board to consider the much-needed living quarters that need to be brought up to standards.

Fire Department Incentive Pay. Biederwolf is requesting a new committee regarding discussions on incentive pay for the Fire and EMS. Schwinn said that he would like this to be the Finance Committees review with the Chiefs and bring the recommend changes to the Town Board for approval.

Approve extension of Acadia, Inc. WB-13 Vacant Land Offer to Purchase Inspection Period until November 1, 2021. Per Atty. Bauer, Acadia, Inc. needs more time for the Inspection Period. **Motion Schwinn, second Nugent to approve the extension period to November 1, 2021. Motion carried.**

Mueller Fields Subdivision Storm Water Management Pond. Tom Holtan has asked that this item be placed on the next agenda for recommendation.

American Rescue Plan Act – Local Fiscal Recovery Funds (LFRF). Review /Approve Town of Sheboygan Sanitary District No. 2 sanitary sewer projects. Review/Approve Town of Sheboygan Sanitary District No. 3 (Water) water projects. Review/Approve Town Projects regarding ventilation improvements, Capital Investments in public facilities/buildings to implement COVID 19 mitigation tactics. Approve Town Coronavirus Local Recovery Funds request (Form SL-330) and authorize Town Chairperson, Town Clerk and Town Treasurer to execute all necessary documents. Corbeille spoke about the funds and lack of clarity regarding what the funds can be used for. The first payment to the Town will be on June 25th, 2021. The Town and Sanitary Districts will need to validate the projects for approval. The Clerk has filed the needed documents to accommodate due dates. **Motion Nugent, second Schwinn to approve the file and ratify the submission to the Department of Revenue by the Clerk. Motion carried.**

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 new employment offer(s). **Ayes to move into closed session: Hein, Schwinn, Gumm, Nugent, Lambrecht. Motion carried.**

Open Session The Town of Sheboygan Town Board will reconvene into Open Session to make decisions on Closed Session items. **Motion Schwinn, second Lambrecht to authorize Tom Holtan on behalf of the Town of Sheboygan Sanitary Districts Utility Department to offer employee \$25.00 per hour, CDL within six months and a six-month review. Motion carried.**

Correspondence and communication received after posting this agenda. None received.

Reports a. Financial Reports b. Approval of Bills c. Plan Commission d. Parks Committee. **Motion Schwinn, second Lambrecht to approve the reports and bills for the June 15th, 2021, meeting. Motion carried.**

Adjourn. **Motion Nugent, second Nugent to adjourn the meeting at 7:01 pm. Motion carried.**

Peggy Fischer, Clerk