

**MINUTES OF THE MEETING OF THE  
TOWN OF SHEBOYGAN TOWN BOARD  
TUESDAY, JUNE 21st, 2022**

A Town of Sheboygan Town Board meeting was held on Tuesday, June 21st, 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, Pat Schmidt, Engineer, and Director of DPW Tom Holtan, Deputy Director of DPW Tod Holfeltz, Deputy Director of Utilities Damian Nevers, Fire Chief Ed Biederwolf, Ordinance Enforcement Officer Mark Heronymus, Plan Commission Member and Sanitary Commissioner Randy Blindauer, Sanitary Commissioner Art Stewart, and Plan Commission Member Tony Thiel.

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**

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DANIEL W. HEIN, CHAIRMAN

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JIM SCHWINN, SUPERVISOR

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BRAD LAMBRECHT, SUPERVISOR

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PAT SCHMIDT, SUPERVISOR

ABSENT  
\_\_\_\_\_  
TIM WINKEL, 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.

Pledge of Alliance was said.

Introductions were completed and Chairperson Hein indicated that Atty. Bauer was not going to be present, and he would be giving the follow up regarding the Plan Commission's recommendations.

Approval of the Agenda - **Motion Schmidt, second Schwinn to approve the agenda for June 21<sup>st</sup>, 2022. Motion carried.**

Approval of the Minutes from May 24<sup>th</sup>, 2022, and June 14<sup>th</sup>, 2022 - **Motion Schmidt, second Schwinn to approve with correction listing road repair to be using \$300,000 of ARPA funds, from the May 24<sup>th</sup>, 2022, minutes. Motion carried.**

Resolution to Initiate Procedure to Add Territory to Town of Sheboygan Sanitary District No. 2 – Holtan explained the process of adding territory to the Town of Sheboygan Sanitary District No. 2 for Ashford Place development. **Motion Schwinn, second Schmidt to approve the addition of Territory for Sanitary District No.2 for the development of Ashford Place on Playbird Road. Motion carried.**

Conditional Use Permit for Dale Karls, W1939 Playbird Road, Sheboygan, WI 53083. Petition to allow chickens on agricultural zoned land with less than 35 acres and solar power mounted structures. Hein reported that the Plan Commission recommends approval of (10) chickens including roosters with a coop, 300'-350' feet off the road and that the Plan Commission recommended approval of (20) solar powered, mounted structures. **Motion Schwinn, second Lambrecht to approve with the conditions the Plan Commission recommended. Motion carried.**

Certified Survey Map and Rezoning Application for Chris Wolfert c/o Homewerkes Properties, LLC regarding W1706 County Road J, Sheboygan, WI 53083 to split the current parcel and keep the current home zoned as R-2 with a parcel size of .531 acres and rezone the remaining .617 acres as R-5 and build a side-by-side condominium. Hein reported that the Plan Commission recommends approval of the rezoning and parcel split for W1706 County Road J. The existing home will remain on .531 acres and remain R-2. The other remainder of the .617 acres will be rezoned to R-5 and (1) side by side home will be built. **Motion Lambrecht, second Schwinn to approve with the same conditions as the Plan Commission and only allow (1) home on the parcel zoned R-5. Motion carried.**

Acadia Homes Final Plat Approval for Maywood Estates, Mueller Road, Sheboygan, WI 53083 – Bob Werner was present and said that Acadia Homes should be referred to as Maywood Estates LLC for Maywood Estates Development. Hein reported that the Plan Commission recommends approval with the conditions that there be no more than (2) units on each parcel and that a maintenance agreement be approved when 80% of the lots are sold. **Motion Schwinn, second Lambrecht to approve the final Plat for Maywood Estates and concur with the Plan Commission conditions and that the Final Plat is subject to the Final Approval from the State. Motion carried.**

North Town Development – Holtan gave an update regarding infrastructure and said that Spielvogel Sons Inc. is 15-20% completed and on schedule. Holtan presented a change order for AECOM regarding a wetland encroachment and that a retaining wall is needed and with this, the change order needs approval. The cost is \$6,344. **Motion Schwinn, second Lambrecht to approve the change order for AECOM in the amount of \$6,344. This will be TIF expensed. Motion carried.**

North Town Final Plat Review conditional approval pending City's final approval – **Motion Schwinn, second Schmidt to approve the North Town Final Plat without conditional approval from the City. Motion carried.**

Architectural Review of North Town Phase II – **Motion Lambrecht, second Schmidt, to concur with the Plan Commissions recommendation to approve the Architectural Review of North Town Phase II. Motion carried.**

Olive Garden Project – Hein explained to the Board that there was an amendment to the agreement. The due diligence period has changed from June 18<sup>th</sup> to June 30<sup>th</sup> and the Contingency period from June 30<sup>th</sup> to November 1<sup>st</sup>. It was also determined that the Town will be responsible for anything found on the property regarding cleanup. The closing is April 27<sup>th</sup>, 2023. The frontage road will be named Olive Garden Way. **Motion Schwinn, second Schmidt to amend the agreement for Olive Garden. Motion carried.**

Cultural Research Review for parcel of land northwest of intersection of North 40<sup>th</sup> Street and Hwy. 42 – Holtan explained what the Cultural Resource Management Program is and the need to have the review done if using State permitting or funding. **Motion Lambrecht, second Schwinn to approve the cost of \$1,480. This will be TIF expensed. Motion carried.**

AECOM Design Contract for Olive Garden Frontage Road – Holtan explained the contract for the roadway to Olive Garden Way frontage road basins, sanitary and stormwater. **Motion Lambrecht, second Schwinn to approve the AECOM design contract for Olive Garden Frontage Road for \$85,459, which will be a TIF expense. Motion carried.**

purchase of home and land at 4512 N. 40<sup>th</sup> Street – Hein explained that Atty. Bauer and himself have been speaking with the owners of the home regarding the possible sale of their home to the Town. There has been no action.

Najacht Road repair – There have been numerous complaints regarding the condition of Najacht Road and safety concerns. Holtan explained that the westbound lane needs to be milled off and a shoulder needs to be built and to re-top the west lane. The estimate is not to exceed \$29,000. **Motion Schwinn, second Schmidt to approve and not to exceed \$29,000. Motion carried.**

Civics Systems approval of two additional user licenses – Jamie Hilbelink, Treasurer for the Town, has been working on quotes for credit card processing and pay online services. **Motion Lambrecht, second Schmidt to approve the credit card processing and pay online services in the amount of \$9,000. This cost will be split three ways with the Town paying \$3,000, Sanitary District 2 paying \$3,000 and Sanitary District 3 paying \$3,000. Motion carried.**

Civics Systems Cash Receipting Portal/Credit Card Terminal – **Motion Schwinn, second Schmidt to approve the cash receipting portal/credit card terminal for one year at \$240 with \$1.00 per ACH utility payment and 2.75% plus \$0.30 per credit card misc. payment. Motion carried.**

Approval of Liquor Licenses for 2022/2023 – **Motion Schwinn, second Schmidt to approve the liquor licenses for the 2022/2023 year on the spreadsheet submitted by the Clerk. Motion carried.**

Approval of Cigarette Licenses for 2022/2023 – **Motion Schwinn, second Lambrecht to approve the cigarette licenses for the 2022/2023 year on the spreadsheet submitted by the Clerk. Motion carried.**

Approval of Operators Licenses for 2022/2023 – **Motion Schmidt, second Lambrecht to approve the operators' licenses for 2022/2023 year on the spreadsheet submitted by the Clerk. Motion carried.**

Transient Permit for Brian James Kidd, 100 Duncan Street, Clarksville, Tennessee for a Four Day USDA meat sale at Menards, Vanguard Drive, Sheboygan, WI. **Motion Lambrecht, second Schwinn to approve. Aye votes: Lambrecht, Schwinn, Nay vote: Schmidt. Motion carried.**

Resolution Declaring Official Intent to Reimburse Expenditures from Proceeds of Burrowing – Hein explained the resolution. **Motion Schwinn, second Schmidt to approve the resolution declaring official intent to reimburse expenditures from the proceeds of burrowing. Motion carried.**

Director of DPW/Engineering Report – DPW Director Holtan thanked all the DPW staff for their work that they did from the storm and commented on the outstanding job they did.

- a. Holtan presented a handout regarding a new batwing lawnmower that is needed. The one that is currently used, was purchased in 2006. There has been issues that started last month. The current lead time on a new purchase is about 18 months. The cost is about \$109,000 for a new mower. **Motion Schwinn, second Lambrecht to**

**approve ordering and to have this item listed in the budget for 2023 and to not incur out of pocket expense now. Motion carried.**

Parks Report – Supervisor Pat Schmidt gave the Parks Report. Schmidt reported that Tony Fessler of Sheboygan Rotary/ROOTS is going to speak with the City of Sheboygan regarding water at Mahler Park for bathrooms.

Ordinance Enforcement Officer Report – No Report given.

Fire Department Report – Chief Ed Biederwolf gave the Fire Department Report. Biederwolf presented a handout regarding nine new graduates needing turnout gear. The cost for this gear is \$21,447. There was a discussion about this being a budget item. Biederwolf said that with our new program for monitoring inventory, that he has found many items the department cannot use because of them being out of life. Biederwolf said he is working on his budget regarding replacement of these items as well. **Motion Schwinn, second Lambrecht to approve the new graduate turnout gear for \$21,447. Motion carried. Nevers will look at the old gear to see if his crew would be able to utilize any of the gear. Motion carried.**

Correspondence/Communication- None presented after posting.

Approval of Reports a. Financial Reports b. Approval of Bills c. Plan Commission d. Parks Committee – **Motion Schwinn, second Schmidt to approve the reports and bills. Motion carried.**

Adjourn- **Motion Schmidt, second Lambrecht to adjourn the meeting at 6:32 pm. Motion carried.**