

**MINUTES OF THE MEETING OF THE
TOWN OF SHEBOYGAN TOWN BOARD
TUESDAY, JULY 19TH, 2022**

A Town of Sheboygan Town Board meeting was held on Tuesday, July 19th, 2022, in open session at the Community Center 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, Tim Winkel, Engineer, and Director of DPW Tom Holtan, Deputy Director of DPW Tod Holfeltz, Deputy Director of Utilities Damian Nevers, Fire Chief Ed Biederwolf, Asst. Fire Chief Josh Lenz, Ordinance Enforcement Officer Mark Heronymus, Plan Commission Member and Sanitary Commissioner Randy Blindauer, and Plan Commission Member Tony Thiel, and Atty. Mike Bauer. Pat Schmidt was on vacation.

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

ABSENT

PAT SCHMIDT, SUPERVISOR

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 Allegiance was said.

Introductions were completed.

Approval of the Agenda - **Motion Schwinn, second Lambrecht to approve the agenda for July 19th, 2022. Motion carried.**

Approval of the Minutes from June 21st, 2022 - **Motion Schwinn, second Winkel to approve the minutes from June 21st, 2022. Motion carried.**

Public Hearing – Regarding Request of the Town of Sheboygan Sanitary District No.2 Commissioners to add territory to the Town of Sheboygan Sanitary District No. 2 boundaries. The addition of the territory is necessary to allow said territory to be eligible to receive sanitary service and that the public health, safety, convenience, and public welfare is promoted by the addition to the district. No questions. **Motion Schwinn, second Schwinn to close the public hearing. Motion carried.**

Approve Order Amending Sanitary District No. 2 Boundaries 49th Addition. Atty. Bauer explained that this development is the third development for Eileen Robarge, Lakefront Property Management. This addition is to supply sanitary services to Ashford Place off Playbird Road. **Motion Schwinn, second Lambrecht to approve the order amending Sanitary District No. 2 Boundaries 49th Addition. Motion carried.**

Approval of an Ordinance Amending the Zoning Code, Chapter 7 of the Ordinances of the Town of Sheboygan, and Accompanying Map (More Particularly Section 4.2 Thereof) By Changing Property From its Present Zoning Classification of C-1 (Conservancy District) To R-1 (Single Family Residential District). Atty. Bauer reported that the Plan Commission recommends approval. **Motion Schwinn, second Winkel to approve the Ordinance Amending the Zoning Code, Chapter 7 of the Ordinances of the Town of Sheboygan, and Accompanying Map (More Particularly Section 4.2 Thereof) By Changing Property From its Present Zoning Classification of C-1 (Conservancy District) To R-1 (Single Family Residential District). Motion carried.**

Chris Warner of Lake County Academy, discuss permanent install of temporary 14' x 10' prefabricated shed at Lake County Academy, 4101 Technology Parkway, Sheboygan, WI 53083. Atty. Bauer reported that the Plan Commission recommends approval of option number 1. **Motion Schwinn, second Lambrecht to approve the permanent install of a 14' x 10' prefabricated shed at Lake Country Academy with a 4" concrete pad. Motion carried.**

General Code Organizational Analysis review and approval. Atty. Bauer explained the process of the General Code Organizational Analysis review and approval. The original code was from 1983. This will be updated and then send a manuscript to the Town for review. **Motion Winkel, second Schwinn, to approve the General Code Organization Analysis review. Motion carried.**

Approval of Bob Oonk reimbursement for error in the 2021 assessment and tax bill for parcel 59024365833 in the amount of \$805.02. **Motion Lambrecht, second Schwinn to approve the reimbursement of \$805.02 for an error in the 2021 assessment. Motion carried.**

Approval of Westmark Development, Greg Gottsacker reimbursement for error in the 2021 assessment and tax bill for parcel 59024348386 in the amount of \$503.60 and parcel 59024348387 in the amount of \$503.60. **Motion Schwinn, second Winkel to reimburse Westmark Development in the amount of \$1007.20 for an error in the 2021 assessment. Motion carried.**

TID No.1 Report given by Tom Holtan, Engineer, and Director of Public Works:

- a. North 40th Street Improvements Design Agreement. Holtan explained that this agreement is in conjunction with the state and county. Holtan said he will be speaking with Culver's owner and the hotels owner regarding the design. **Motion Schwinn, second Lambrecht to approve the Design Agreement with Advance Construction. Motion carried.**
- b. Concerning Sheboygan County grant award and Sam's Club property. Chairperson Hein and Atty. Bauer reviewed information on the handout regarding the Sheboygan County grant award the future development of the Sam's Club property. The grant would be used to evaluate the need and operating costs and to promote a sports complex. **Motion Schwinn, second Lambrecht to approve the Stewardship Grant for \$24,759. Motion carried.**
2. North Town Development-Report given by Engineer and Director of Public Works, Tom Holtan:
 - a. Approval/Award of Demolition of farm structures. Holtan reported that there were two bidders and Spielvogel won the bid for demolition with a cost \$89,800 and the work will begin end of August and be completed mid-September. **Motion Schwinn, second Winkel to approve the award of Demolition to Spielvogel for the cost of \$89,800. Motion carried.**
3. Olive Garden Project Report given by Engineer and Director of Public Works, Tom Holtan:
 - a. Approval of Contract Change order for utility connections to Olive Garden. The contract change from Advance Construction is to extend the water main for the cost of \$24,007. **Motion Lambrecht, second Schwinn to approve the construction change and TID expense. Motion carried.**
 - b. Review Build Facade Materials. A materials board was presented to the Town Board for review. There was no action taken.
4. Approval of American Transmission Company Road Repair Reimbursement for the Howards Grove to Erdman New Electrical Transmission. Holtan explained that ATC will be putting in new electrical transmission from Howards Grove to Erdman and will pay the Town \$6,000 for the use of roads for this project. When the project is completed, they will scan the roads for damages and repairs. The \$6,000 will cover the costs. **Motion Schwinn, second Lambrecht to approve the American Transmission Company Road Repair Reimbursement agreement. Motion carried.**
5. Director of DPW/Engineering Report given by Engineer and Director of Public Works, Tom Holtan:
 - a. Approval of change to Section 7: CDL Operating Requirements in the Town of Sheboygan Employee Handbook. Holtan had given the Board a printout with additional information regarding CDL operating requirements that he would like added to the Town Employee Handbook. **Motion Winkel, second Schwinn to approve the additional information previously reviewed by Atty. Bauer for the Employee Handbook. Motion carried.**
 - b. Approval of quote for the Town of Sheboygan Fire House Park Door Access Control and Camera Project. After the damage to the bathroom, Holtan recommended approval of the quote for the door access control and cameras. **Motion Winkel, second Schwinn to approve the quotes for park door access control and camera. Motion carried.**
 - c. Approval of landscape estimate for Town Hall Community Center. After a discussion regarding the quote given from Superior Lawn and Garden, it was suggested to get two other quotes. **Motion Schwinn, second Lambrecht to approve landscaping in the back and touch ups in the front for no more than \$5,685. Motion carried.**
 - d. Approval of quote for unit heater for Fire Department Garage by Town Hall/Community Center. Chief Biederwolf said that they would be able to store foam at the garage by the Town Hall if there was heat. **Motion Lambrecht, second Schwinn, not to exceed \$9,400 for a unit heater in the garage by the Town Hall. Motion carried.**
6. Parks Report-No report given.
7. Ordinance Enforcement Officer Report-No report given. Verbal report that Jacob Mertzig gave his resignation. Per Hein, put this on the next agenda.
8. Fire Department Report given by Chief Ed Biederwolf:
 - a. Security Camera Quote-Holtan and Biederwolf had both received quotes for a security camera. Holtan will take care of this with his quote.

- b. Zoom Meeting Improvements-Biederwolf would like to have the ability to allow for Zoom meetings for all members. Biederwolf presented a quote for equipment and Joe Hasenstein would implement. **Motion Schwinn, second Lambrecht to approve the Zoom meeting improvements not to exceed \$1300. Motion carried.**
 - c. Firehouse Renovation and Remodel. Biederwolf wanted to bring up the need to discuss the renovations that are needed for staff/volunteers with the increase in calls.
 - d. Future of Department. Biederwolf reminded the Town Board that there will need to be a discussion regarding the future the Fire Department and the growth of the Town.
9. Operator's License Applications for: Brittany Burt, 321 Monroe Street, Sheboygan Falls for Holidays, Josh Miller, N6829 Charter Road, Sheboygan for Town and County, Terri VanLinn, 115 Professional Plaza #129, Neenah for JB's Silver Dollar, Delilah Davis, 1012 Whittier Ave, Howards Grove, for Kwik Trip, Jenna Olson, 707 Goldfinch Lane, Howards Grove, for Kwik Trip, Joseph Wilsnack, 346 Lindale Street, Belgium, for Kwik Trip, Debra Leidy, 1026 Washington Ave, Sheboygan, for Kwik Trip, Vincent Sackett, 939 N. 25th Street, Sheboygan, for Superior Discount Liquor, Darren Covey, 1912 S. 16th Street, Sheboygan, for Superior Discount Liquor, John Hansen, Sheboygan for JB's Silver Dollar. **Motion Schwinn, second Lambrecht to approve all the operators license applications for the above listed. Motion carried.**
10. Correspondence/Communication-
- a. Sheboygan County Unit Meeting- July 15th, 2022, at 7:30 pm Town of Plymouth
 - b. Draft zoning ordinance amending zoning code to exempt gazebos and covered decks from accessory use area calculations. Dan asked for this item. If Board agrees this should be referred to the Plan Commission for public hearing and recommendation to the Town Board.
11. Approval of Reports a. Financial Reports b. Approval of Bills c. Plan Commission d. Parks Committee. **Motion Schwinn, second Lambrecht to approve the reports and bills. Motion carried.**
12. Adjourn