

**TOWN OF SCOTT, BROWN COUNTY, WISCONSIN**  
**MINUTES OF MONTHLY TOWN BOARD MEETING(0744)**

**APRIL 7, 2008. 6:00 P.M.**

**1. Call To Order.**

The April 2008 Monthly Town Board Meeting was called to order at 6:00 P.M. on Monday April 7, 2008. The Annual Meeting will be held on Tuesday April 8, 2008. Present were Chairman Mike Van Lanen, Supervisors Cyril Van Laanen, Kenneth Jacobs, Colleen Harris, Tom DePas, Clerk Don Gibson. Economic Development Coordinator Dave Cerny, Engineer Scott Brosteau and Constable Terry Valitchka.

**2. Affidavit of Posting.**

The Affidavit of Posting was presented by the Clerk. Motion by C. Van Laanen, second by Jacobs to accept and file the Affidavit of Posting. Vote: Aye-5, No-0. Carried

**3. Review/Take Action on Minutes of Previous Meetings.**

**A. March Monthly Town Board Meeting.** Minutes of the March 11, 2008 Town Board Meeting had been distributed to Town Board members. Motion by Jacobs, second by Cy Van Laanen to approve and file the minutes as distributed. Vote: Aye-5, No-0. Carried.

**B. March Plan Commission Meeting.** Minutes of the March 2008 Plan Commission Meeting were distributed to members of Town Board. Motion by Harris, second by C. Van Laanen to accept and file the minutes of the Plan Commission. Vote: Aye-5, No-0. Carried

**4. Public Comment.**

Motion by M. Van Lanen, second by C. Van Laanen to suspend the rules of order and open the meeting to public input. Vote: Aye-5, No-0. Carried.

There was no public input.

Motion by C. Van Laanen, second by M. Van Lanen to return to the agenda. Vote: aye-5, No-0. Carried.

**5. Communications from Clerk, Engineer and Economic Development Coordinator.**

**Clerk.** \$101,000 Lottery Credit has been received. \$11,000 is Town of Scott share. Time Warner has provided a payment equal to 3% of the customer bills for use of right of way for cable TV. The term of office for the Bayshore Sanitary District Commissioner begins on the third Tuesday of April. There is a new process to post ordinances. It was passed by the State of Wis. Legislature that reduces the cost of posting the ordinances.

**Engineer.** Preliminary engineering plans for Wery Road are completed. Bid package will be prepared. Need to meet with Attorney for preliminary discussion on special assessments.

**Economic Development Coordinator.** Met with Time Warner Cable. They plan to extend Time Warner Cable and Roadrunner in the southwest portion of the Town from the City limits to SH57 north to the 2800 hundred block of Bay Settlement Road. Concerns expressed about the grass not growing in the storm water pond located on Sandpiper Way. Wis. DOT plans do not include any town road closures in the next 10

years.

## **6. Specific Matters for Discussion and Action by the Town Board.**

**A. Provisional Operator License–Ordinance 2008-04-01** The Provisional Operator License would be issued by the Clerk/Treasurer to applicants who had completed the responsible Beverage Server Training or who had a previous license while awaiting Town Board action on their application. Motion by M. Van Lanen, second by Jacobs to approve Ordinance 2008-04-01–Provincial Operator’s License. Vote: Aye-5, No-0. Carried.

**B. Appointment to Zoning Board of Appeals.** Rick Prevost Sr. term on the Zoning Board of Appeals expired March 31, 2008. Motion by M. Van Lanen, second by C. Van Laanen to re-appoint Rick Prevost to a three year term expiring March 31, 2011. Vote: Aye-5, No-0. Carried.

**C. Hazardous Chemical Collection.** Collection of hazardous chemicals will be done on July 18, 2008 from 9:00 A.M. to 12 noon at the New Franken Fire Station. Each town will do their own promotional advertising.

**D. Loan for New Franken Fire Department.** The loan application date of May 15, 2008 has been extended by the Local Government. Investment Pool. The Fire Department will provide a statement that the Town of Scott will owe \$123,000 by June 15, 2008 for the completed fire truck.

**E. Connections To and Use of Town Water System Ordinance.** The Town Board is awaiting the final approval of the proposed draft of an Ordinance regulating connections to and use of the water system by the Utility District. A hearing is scheduled for May 7, 2008 at 6:00 P.M. in the Town pending recommendation from the Utility District.

**F. Emergency Call Button for the Town Hall Office.** An estimate of approximately \$950 for a panic button for emergency calls has been received. The issue will be referred to the annual meeting. The call button would alert emergency response units directly.

### **G. Bulletin Board for Meeting Notices at the Town Hall and BP Convenience Store.**

A bulletin board for posting meeting notices outside of the Town Hall can be obtained for approximately \$1,000. It would allow for notices to be posted outside the Town Hall for better public access. Kurt Boulanger has indicated that there is room for a bulletin board at the BP Convenience store. Maintain on future agenda for possible action.

**H. Status of Culvert–Edwin Lane.** The culvert has collapsed. Adjacent property owner Ebeling has indicated that the culvert was badly deteriorated. Brown County Highway Commission will remove the culvert, fill in the road and direct the water to the ditch on Nicolet Drive.

**I. Storm Water Management Planning Grant Application.** Scott Brosteau reported that a Planning Grant may be available from the DNR to pay 70% of the cost of storm water planning.. Estimated cost of the project is \$40,000. Motion by DePas, second by M. Van Lanen to approve the application for a Planning Grant from the DNR for Storm Water Management. Vote: Aye-5, No-0. Carried. Discussion followed on the number of Districts already existing without a storm water district.

**J. Scotchman Circle Road Status.** Pavement has settled and deteriorated over the sewer trench in areas where blasting has occurred. Saw cutting of the affected area is being done and the affected areas will be excavated and backfilled. There may be a water leak in the area. The contractor will extend the warranty for 2 years.

**K. Amendment to the Storm Water Management Ordinance.** Northeast Wisconsin and the Town of Scott Plan Commission have reviewed and approve the amendments. Discussion followed on the values of storm sewer vs. swale, Erosion prevention and infiltration control and buffers around sensitive areas. Hearing will be held on May 7, 2008 at 6:00 P.M.

**L. Construction Site Erosion Control Ordinance.** This ordinance is recommended by the Northeast Wisconsin Stormwater Consortium and has concurrence of the Plan Commission. This would require any building site of more than 20,000 square feet to provide Best Management Practices for erosion control during construction.

**M. Illicit Storm Water Discharge Ordinance.** This ordinance is recommended by the Northeast Wisconsin Storm Water Consortium to control spills and unauthorized discharges into the storm water system. Hearing will be held on May 7, 2008 at 6:00 P.M.

**N. Appointment of Clerk/Treasurer.** Seven out of thirteen applicants have been interviewed. Offer will be made by April 8, 2008. Need to have family health history before a quote can be made on health insurance. Motion by DePas, second by Harris to offer the job to the #1 candidate with 6 vacation days and 5 days for personal time off with health insurance costs to be determined. Total cost to be inline with the current budget amount. Final salary is negotiable depending on health insurance situation. Vote :Aye-5, No-0. Carried.

Motion by DePas, second by Jacobs to extend the appointment of the current Clerk/Treasurer by 90 days. No vote. Motion rescinded.

Motion by DePas, second by M. Van Lanen to extend the appointment of the current Clerk/Treasurer thru June 10, 2008 at the current salary until the new Clerk/Treasurer takes over.

Vote: Aye-5, No-0. Carried.

**O. Building Permit Cost Revisions.** Building Inspector has not returned the proposed revisions. No action taken.

## **7. Communications from Town Board Members and Committees.**

**A. Coastal Management Grant.** Development of Ordinance completed in May and submitted to Plan Commission for review. Overall completion by end of May.

**B. FEMA Flood Plain Study.** FEMA Flood Plain Map will be revised and completed by fall 2008. The impacts of the WAVE Runup study were reviewed.

**C. Election Results.** Tom DePas and Jeffrey Zlatohlavek were successful Town Board Supervisor candidates and will take office on April 8, 2008. Ron Dauplaise was successful candidate for Bayshore Sanitary District Commissioner effective April 22, 2008.

**D. Bayshore Sanitary Sewer District Audit Results.** No 2005 budget available. Auditors will move ahead w/o budget. No records for 2006 and 2007 have been presented to auditor.

**E. Bertrand Lane Status.** Proposals to resolve land use issues on Bertrand Lane were received from Town Attorney . They will be evaluated by staff.

**F. Town Hall Maintenance.** Front entrance slabs will be raised at a cost of \$100 to eliminate a tripping hazard.

**G. Yard Waste Disposal Site.** Will be open on Wednesday from 3-7 P.M. and Saturday and Sunday from 10 A.M. to 2:00 P.M.

**H. Bay Settlement Road.** Final maintenance issues will be accomplished by May 1. Sweeping of curbed areas is complete.

**I. Road Maintenance Issues.** Speeding complaints received from residents on Church Road. There is some breakup of blacktop.

**L. Colleen Harris Last Meeting.** Mike Van Lanen recognized the contributions of Colleen Harris during the last two years.

#### **8. Clerk Treasurer Report.**

Clerk presented financial report that indicated that the balance on hand is \$358,482.74 Receipts of \$21,037.89 and disbursements of \$158,202.10 were presented. Motion by Jacobs, second by C. Van Laanen to approve the Clerk/Treasurer report. Vote: Aye-5, No-0. Carried.

#### **9. Adjournment.**

Motion to adjourn by C. Van Laanen, second by Jacobs. Vote: aye-5, No-0.carried. Adjourned at 8:10 P.M.

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Donald L. Gibson

Clerk/Treasurer