

TOWN OF SCOTT, BROWN COUNTY, WISCONSIN

MINUTES OF NOVEMBER 11, 2008 TOWN BOARD MEETING

1. Call To Order: The November 11, 2008 Monthly Town Board Meeting was called to order at 6:00 P.M. on Tuesday, November 11, 2008 in the Town Hall by Chairman Mike Van Lanen. Present were Chairman Mike Van Lanen, Supervisor Cyril Van Laanen, Supervisor Kenneth Jacobs, Supervisor Tom DePas, Supervisor Jeffrey Zlatohlavek, Clerk/Treasurer John Roth, Economic Development Coordinator Dave Cerny. Excused absence: Engineer Brosteau.

2. Affidavit of Posting: The Affidavit of Posting indicating that the public notice of the Town Board Meeting was posted on November 7, 2008 was presented by the Clerk.

MOTION KEN JACOBS/CY VAN LAANEN to accept and file the Affidavit of Posting. Vote: Aye-5. No-0. Carried.

3. Approval of Minutes of Prior Meetings:

A. October 14, 2008 Town Board Meeting and November 6, 2008 Public Hearings: Minutes of the Town Board Meeting of October 14, 2008 and November 6, 2008 Public Hearings were given to the Town Board members prior to the meeting.

MOTION KEN JACOBS/JEFF ZLATOHLAVEK to approve the minutes from the Town Board Meetings dated October 14, 2008. Vote: Aye-5, No-0. Carried.

MOTION TOM DEPAS/KEN JACOBS to approve the minutes from the November 6, 2008 Public Hearings as presented. Vote: Aye-5, No-0. Carried.

B. October 2008 Plan Commission: Minutes of the Plan Commission meeting of October 23, 2008 were given to the Town Board members prior to the meeting.

MOTION MIKE VAN LANEN/TOM DEPAS to approve the minutes from the October 23, 2008 Plan Commission meeting as presented. Vote: Aye-5, No-0. Carried.

4. Public Input

MOTION MIKE VAN LANEN/KEN JACOBS to suspend the rules and open the meeting to public input. Vote: Aye-5, No-0. Carried.

- A. Ken Hendrickson, Kiltie Court: Reported on gang activity in the Green Bay area. He stated that he has read about 30 gangs in Brown County and that the gangs do sometimes travel into the rural areas. He suggested that if people see some sign of gang activities to report this to the Brown County Sherriff's Dept.
- B. Arnie DeGrande – Brought up the concern of foliage blocking visibility on Bay Settlement and Van Lanen (parcel #SC-338-3). Chairman Van Lanen asked Cerny if he could verify the location of the right-of-way, otherwise we may have to hire a surveyor. This will be looked into.
- C. Harriet Van Laanen: asked why the other Hickory Nut property owners have not been paid.
- D. Bill Roskams: address parking issue on Church Road on Bay Settlement Road on Saturday night and Sunday morning. Vision corner needs to be addressed.
- E. Mark VandenPlas: concerning the name of the road into his property, VandenPlas Lane. The county shows this as VandenPlas Road. Ken Jacobs said it should be Road. Mark's preference is "Road" if

possible.

MOTION KEN JACOBS/TOM DEPAS to return to the agenda. Vote: Aye-5, No-0. Carried.

5. Communications by Clerk, Engineer and Economic Development Coordinator (no action):

A. Clerk/Treasurer Roth: Reported on the Nov. 4 election. We had 450 requests for “early voting”/absentee ballots. The State of Wisconsin is not set up for “early voting”. We had approximately 50 early voter registrations and 218 election day voter registrations. For the past four weeks the Clerk and Deputy Clerk have only dealt with election duties. Roth commended the work of the election inspectors. They are very thorough, they know their duties. The Town of Scott was the second municipality to turn in the election documents to the County, and there were no errors. Chairman Van Lanen asked the Clerk and Deputy Clerk to write thank-you letters to the election workers.

B. Engineer (Brosteau): Excused absence.

C. Cerny (Economic Development Administrator): Plan Commission recommended an updated nuisance ordinance and driveway ordinance. Need to make sure that we have enough time for the Attorney to review and enough time to set up the public hearings.

6. Specific matters for discussion and possible action by Town Board:

A. Operator License applications:

MOTION KEN JACOBS/CY VAN LAANEN to approve the Operator License Applications for Sharon Perlberg for the Oakridge Bar and Grill. Vote: Aye-5, No-0. Carried.

B. Road name change VandenPlas: Cerny said the County would like this called a “Court” since this “dead-end”. The County will override the Town concerning the name change. The Town and Fire Department map says “Road”. The Town does not want to order signs if the name will be changed by County.

MOTION MIKE VAN LANEN/KEN JACOBS to table this agenda item until clarification and input is received from the County, and to order a “dead-end” sign. Vote: Aye-5, No-0. Carried.

C. Update on Hickory Nut Road Resolution and Order and Vacating of Wery Road: The Attorney is closing with the Kastors on 11-12-08. The checks for the other four property owners will be signed tonight. Chairman Van Lanen and Mike and Roth are meeting with the Attorney on Monday. We will set up a Public Hearing soon. The project will have to be rebid.

D. Creation of Storm Water Utility District and Board:

MOTION TOM DEPAS/CY VAN LAANEN to table this agenda item until the December meeting. Vote: Aye-5, No-0. Carried.

E. Coastal Grant Update: Cerny updated the Town Board concerning this. This issue will be closed by the end of the year and on budget.

F. Increasing the permit fees for Non-metallic mining and increasing blasting permit fees:

MOTION TOM DEPAS/CY VAN LAANEN to increase the yearly license/permit fees for the non-metallic mining from \$2000 to \$3000. Discussion: Tom related how much the quarry owners pay in taxes. It has been almost ten years since the fees were increased. Vote: Aye-5, No-0. Carried.

MOTION TOM DEPAS/ JEFF ZLATOHLAVEK to increase the yearly fees for the blasting permits from \$750

to \$1000. Vote: Aye-5, No-0. Carried.

G. Town Board attendance at seminars and reimbursements:

MOTION TOM DEPAS/KEN JACOBS to table this agenda item until the December meeting. Discussion: Chairman Van Lanen was concerned about making this decision after the budget is approved, since this may increase the expense line. He also explained his concerns with the number of meetings that could be attended and that there could be a major increase in the budget if all meetings were requested for per diems. Cy Van Laanen: initially the per diems were for posted meetings and for the WTA Convention. DePas stated that people should be compensated for the extra time put in at extra meetings and training. A lot of meetings are not turned in for "per diems". Discussion regarding per diems and which meetings are appropriate. Vote: Aye-3, No-2. Carried.

H. Budget Update: The final statement of assessment is in. The fire department is asking for approx. \$20,000 more than last year. The Town may also need to borrow \$30,000 for Self-Contained Breathing Apparatus Gear. The \$20,000 was taken from the Contingency fund. There was some discussion of capitalization. The Town pays 52% of the regular fire department budget, and fire department capitalization is split equally between all three Towns.

I. Bay Settlement Fire and Rescue service from the City of Green Bay. Chairman VanLanen updated Board on the need to decide if the Town should continue to contract with the City for fire and rescue for the section of Bay Settlement Road that the Town received back from the City in regard to the Boarder Agreement. The cost is \$3200. He said that we get faster rescue from the City in this area. The last agreement was for five years.

MOTION MIKE VAN LANEN/ JEFF ZLATOHLAVEK to recommend that the Town continue having the City of Green Bay cover fire and rescue for the portion of Bay Settlement Road according to the Boarder Agreement at the same rate for the next five years, otherwise a one year agreement for the same rate. Discussion regarding letting this land revert back to the New Franken Fire department. Jacobs was against motion, as this money could go to the New Franken Fire Department if they covered the portion of Bay Settlement. Chairman Van Lanen stated that due to the increases equalized value of this portion of Bay Settlement, the Town will have more than 52% of the New Franken Fire Department budget. Roll call vote: CY:VAN LAANEN: YES.. MIKE VAN LANEN:YES. KEN JACOBS:NO. JEFF ZLATOHLAVEK:YES. Tom DEPAS: YES. Vote: Aye-4, No-1. Carried. Chairman Van Lanen also updated the citizens concerning the City's proposal concerning fire and rescue for the Town and for the other two towns. Ken Jacobs was against this. Mike stated that if we can save one life, it is worth it.

J. Sale/disposal of two safes: Clerk updated board on the fact that more storage room is needed and the safes are only marginally useful. Discussion on the laws regarding fire protection and how to legally store files. Can records be archived to the library or UWGB? Roth will call the Towns Association.

MOTION KEN JACOBS/CY VAN LAANEN to table this agenda item until next month. Vote: Aye-5, No-0. Carr Tom DePas volunteered to work with the Clerk on verifying the legal requirements for filing.

K. Mail delivery to the Town office: Clerk stated that it would be efficient to have a locked mail box at Town Hall. Tom DePas updated the Board on the research he had done. Chairman recommended that this be a Clerk decision and that it should come out of his budget.

MOTION MIKE VAN LANEN/TOM DEPAS to let this decision be up to the Clerk/Treasurer and staff. Vote: Aye-5, No-0. Carried.

L. Audit contract for the 2008 audit: Because the Town has a combined Clerk/Treasurer position, the State requires an audit. Schenck did it last year. The proposal is for \$4900

MOTION KEN JACOBS/MIKE VAN LANEN to have Schenck do the 2008 audit for \$4900. Vote: Aye-5, No-0. Carried.

M. Credit card for the Town: Clerk updated the Board on the idea of the Town having a Credit Card, with the Town possible having a savings of up to 3% on certain purchases.. Discussion on the Town getting a tax exempt num for ease when purchasing. This number has been applied for. The Clerk/Treasurer controls the use of the credit card.

MOTION TOM DEPAS/KEN JACOBS that the Town applies for a credit card to be under the supervision of the Clerk/Treasurer for purchases of office equipment and supplies and other purchases authorized by the Town Board . Vote: Aye-5, No-0. Carried.

N. Snow plowing and yard maintenance bid:

MOTION KEN JACOBS/CY VAN LAANEN to open bids for snow plowing and yard maintenance on Tuesday November 18 at 5:30 pm (previous to the budget meeting) so other bids can be considered, the bid will be “all or nothing”. Roll call vote: CY:VAN LAANEN: YES.. MIKE VAN LANEN:YES. KEN JACOBS: YES. JEFF ZLATOHLAVEK:YES. Tom DEPAS: NO. Vote: Aye-4, No-1. Carried.

O. Request for street light on Bay Settlement Road between Algoma and Champeau: Mel Deprey requested this (see letter). The whole area needs to be looked at. There will be a cost for installation and a per-month charge. The Board requested the reference to “walking path” be removed.

MOTION TOM DEPAS/CY VAN LAANEN to place a street light on Bay Settlement Road between Algoma and Champeau, placement to be determined by the Town Engineer. Discussion: there are other places in the Town that need lights. Vote: Aye-3, No-2. Carried. Tom asked about an LED light, then we would not need to involve Wisconsin Power Service. The Engineer will be consulted.

7. Reports from Town Officers/Committees/Commissions:

A. Chairman: Stated that Al Hageness will begin the street sweeping next week. He discussed the proposal of using the NWTC students to assist with citations with a local officer who raised some concerns with the process. He is also continuing to talk to the City Fire Chief for protection. He has also been researching criteria on how to research license plates.

B. DePas: building a posting board for the Town hall. He will build it with Terry Valitchka. Where do we put it? It would cost \$290. 36” X 48”. There would be an actual window. This will be brought up at the budget meeting.

C. Ken: two ditches cleaned out on Caledonia and Bay Heights.

8. Treasurer’s and Clerk’s Financial reports: Roth prepared the financial report. Ending balances are as follows:

LGIP Property Taxes:	\$.01
LGIP Holding Tanks:	\$	7,800.00
LGIP Investments:	\$	135,815.41
Baylake Bank:	\$	12,263.20
Total:	\$	155,878.62

Vouchers #13035-13085 totaled \$54,515.33, receipts (including interest) totaled \$3,670.76. Roth summarized the receipts and the expenses.

MOTION MIKE VAN LANEN/CY VAN LAANEN to approve the Clerk’s and Treasurer’s reports and to pay the bills (vouchers #13035-13085 totaling \$54,515.33, except #13071). Vote: Aye-5, No-0. Carried.

9. Discussion and action on specific Town Board Notice and Agenda for next meeting:

December 9 – Regular Board Meeting at 6:00P.M.

December 16 – Public Hearing for the Nuisance Ordinance and Driveway Ordinance at 6:00P.M., with Special Board meeting to follow for possible action.

December 30 – Year end meeting at 6:00P.M.

10. Meetings/Adjournment:

MOTION CY VAN LAANEN/MIKE VAN LANEN to adjourn Vote: Aye-5, No-0. Carried. Meeting Adjourned at 7:50 P.M.

John Roth, Clerk/Treasurer

MIKE VAN LANEN

CYRIL VAN LAANEN

KENNETH JACOBS

THOMAS DEPAS

JEFF ZLATOHLAVEK