

TOWN OF SCOTT, BROWN COUNTY, WISCONSIN  
MINUTES OF APRIL 4, 2011 TOWN BOARD MEETING

**1. Call To Order:** The April 4, 2011 Monthly Town Board Meeting was called to order at 4:00 P.M. on Monday, April 4, 2011 in the Town Hall by Chairman Mike Van Lanen. Present were Chairman Mike Van Lanen, Supervisor Ken Jacobs, Supervisor Colleen Harris, Supervisor Jeffrey Zlatohlavek, Clerk/Treasurer John Roth, Economic Development Coordinator Dave Cerny, Town Constable Harvey Anderson, Town Engineer Scott Brosteau, Town Building Inspector Brett Jensen. Excused absence: Supervisor Cyril Van Laanen. Approximately five people were present.

**2. Affidavit of Posting:** The Affidavit of Posting indicating that the public notice of the Town Board Meeting was posted on April 2, 2011 was presented by the Clerk.

**MOTION KEN JACOBS/JEFF ZLATOHLAVEK** to accept the Posting Affidavit. Vote: Aye-4. No-0. Carried.

**3. Approval of Prior Town Meeting Minutes:**

**A. Town Board Minutes:**

- **Town Board 3/8/2011:** The meeting minutes were presented for approval by the Town Board.

**MOTION KEN JACOBS/JEFF ZLATOHLAVEK** to approve the minutes from the Town Board meeting dated March 8, 2011 as corrected: dates of meetings at the end of the meeting minutes: Vote: Aye-4, No-0. Carried.

**B. Plan Commission Minutes:**

- **Plan Commission 3/24/2011:**

**MOTION JEFF ZLATOHLAVEK/KEN JACOBS** to approve the minutes from the Plan Commission meeting dated March 24, 2011 as presented. Vote: Aye-4, No-0. Carried.

**C. Storm Water Management Advisory Committee**

**Storm Water Management Advisory Committee 3/16/2011:**

**MOTION KEN JACOBS/JEFF ZLATOHLAVEK** to approve the minutes from the Storm Water Management Advisory Committee meeting dated 3/16/2011 as presented. Vote: Aye-4, No-0. Carried.

**4. Public Input:**

**MOTION MIKE VAN LANEN/ JEFF ZLATOHLAVEK** to suspend the rules and open the meeting to public input. Vote: Aye-4, No-0. Carried. None spoke

**MOTION MIKE VAN LANEN/JEFF ZLATOHLAVEK** to return to the agenda. Vote: Aye-4, No-0. Carried.

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

**A. Resolution honoring Matthew Jadin as an Eagle Scout.** Chairman Mike Van Lanen read the resolution. **MOTION JEFF ZLATOHLAVEK/MIKE VAN LANEN** to approve and sign Resolution 2011-04-01 honoring Matthew Jadin as an Eagle Scout. Vote: Aye-4, No-0. Carried.

**B. Operator License Applications.**

**MOTION KEN JACOBS /MIKE VAN LANEN** to approve the Operator License applications for Danielle Wautlet (57 BP) and Brandon Schwake (57 BP). Vote: Aye-4, No-0. Carried.

**C. Update/take action/revisit letter dated February 24, 2011 in regard to fireworks trailer located BP gas station property at 4127 Champion Rd.** Chairman Mike Van Lanen explained the Board discussion at the last Town Board meeting, that the trailer could stay until final action would be decided. The Plan Commission met on March 24 to discuss this. The Town Board is allowing the trailer to stay until the ordinances are amended.

**D. Setting up public hearing for an ordinance change for outdoor sale of fireworks as a Conditional Use; and that outdoor sales of more than 45 days be required/reviewed as a Conditional Use in B-1 and B-2 zoning.** The Town Attorney suggested that the Town amend the zoning ordinance in regard to fireworks sales and outdoor sales, that the Town should require a Conditional Use for Board approval. The public hearings (for the zoning change for fireworks and outdoor sales and the Conditional Use Permit) will be held May 3 at 6pm.

**E. Hiring Brown County to shoot radar/issue citations.** At the last Town Board meeting the Town approved giving authority to Brown County to issue citations. The Board discussed hiring Brown County on an hourly basis at \$48 per hour to help control speeding. Brown County stated that the Town probably will not make money on the citations. The purpose would be for having more police in the area and to regulate speed complaints. The Town can use the County for whatever purpose we want and for how much

coverage we want. There is no need for a contract. Cerny stated that the County could help the Town with other ordinance enforcement issues such as the “No Hunting/Firearms on Town Property” (if the Town passes that ordinance). The Board was agreeable to this. The Board discussed where the radar control would be: Bay Settlement Rd, Hermans Road, Church Road, Edgewater Beach. The Board suggested that we would hold off until we receive more complaints.

**MOTION COLLEEN HARRIS /KEN JACOBS** to hire Brown County at \$48 per hour to monitor/control speeding and other Town Ordinance enforcement issues at the discretion of the Town Chairman as complaints arise. Vote: Aye-4, No-0. Carried.

**F. Snow plowing issues:** Chairman Mike Van Lanen explained the problems and complaint calls that he, Supervisor Ken Jacobs and the Town office received, not just during this past snow storms, but all three major storms this winter as well as snow storms in the past three years. This is the 3<sup>rd</sup> year in a row that the Town is having many complaints, that the County is not doing their job plowing. The Town contracts to have the County plow our roads. The Town ends up paying Brown County almost \$140,000 per year for snow plowing, ditch cutting, drainage issues, etc. Chairman Van Lanen stated that the County missed quite a number of roads. A number of cars including a State Patrol car were stuck in the snow. Chairman Van Lanen pulled one car out with his own truck. The County is supposed to be providing two snow plow trucks in our Town. But it has been taking the County a long time to get all of the Town roads open (even one lane). Chairman Van Lanen asked if the Town should hire out the snow plowing of the cul de sacs or even all of the roads. Supervisor Ken Jacobs says we need to have a meeting with the County. The County will be having a meeting with their drivers and then will hold a meeting with the Town officials.

**G. DATCP Resolution in regard to Working Land Initiative.** Dave Cerny explained DATCP’s resolution asking for support of working lands initiative. What does the Town want to do?

**MOTION KEN JACOBS/JEFF ZLATOHLAVEK** to table DATCP Resolution in regard to Working Land Initiative until the State decides what they are going to do. Vote: Aye-4, No-0. Carried.

**H. Letter in support of Brown County’s application for Great Lakes Restoration Initiative funding in regard to the replacement of failing POWTS.** People would qualify for this if they are low-income. The County would find the septic problem via either inspection or at time of sale. These funds are a “loan”, not a “grant”. Town Engineer Scott Brosteau stated that the Town of Ledgeview passed this. The County is hoping to receive this funding.

**MOTION MIKE VAN LANEN/ COLLEEN HARRIS** to approve the support of Brown County’s application for Great Lakes Restoration Init. funding in regard to the replacement of failing POWTS. Vote: Aye-3, No-1. Carried.

**I. Ditch flooding over Edgewater Beach Rd. in the approximate 4700-5100 area of Edgewater Beach Road.** Numerous letters/e-mails were received. Marty Holden represented the Storm Water Management Advisory Committee. Holden is also a resident of that road. He explained his observations and that the area is problematic when it comes to flooding, ditch obstructions and snow and ice build up. He recommended a comprehensive look at the entire stretch of Edgewater Beach from Hafemen Road north, with an engineering report providing recommendations. Various Town officials have also done site visits. There are some obstructions in the ditch. The area is flat, not much grade. Previously, grades were shot from Hafemen Road. The Town needs Mead and Hunt to look at this. The Town needs to take a comprehensive look at this area. There has been flash flooding. Maybe the Town should do some dredging, pitching the ditches, storm drain, look at the source of the water, look at the capacity of the ditch, flow into the bay, etc. The Town may need to do some enforcement in regard to what people are placing in the ditch, do some informational flyers. Obstructions do need to be removed. The DNR will need to be notified if the Town will do any work. Jeff Zlatohlavek stated that the Town needs to shoot elevations from Volks landing so we can see where the problem lies. Town Engineer Scott Brosteau will come back with a proposal by the Annual Meeting. The Town is considering hosting an informational meeting.

**MOTION MIKE VAN LANEN/KEN JACOBS** to suspend the rules and open the meeting to public input. Vote: Aye-4, No-0. Carried.

- Bonita Bruun, 4854-4856 Edgewater Beach: stated that there are severe drainage problems in this area, concerns with their ditch being obstructed by dirt and gravel from graders and snowplowing.
- Rob Gollman: 4809 Edgewater Beach Road. Copies of the complaint letters were given to the Board. There has been flooding three times recently, wanted to make sure that he and his neighbors concerns were shared with the board. Concerns were with flooding, he has lived there for 3 years and each year he has had flooding problems. He also stated that his neighbors have a portion of their ditch filled in and it is causing the water to dam at his property line.
- Mike Van Lanen: need to make sure the DNR is notified regardless of what the Town or residents do.

**MOTION KEN JACOBS/JEFF ZLATOHLAVEK** to close the public input and. to return to the agenda. Vote: Aye-4, No-0. Carried.

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

**A. Clerk/Treasurer Roth:** In addition to the regular day-to-day activities:

- Newsletter final version and mailing
- Workhorse Conversion
- Website is live! Still updating. Need to get through the utility billing, election and annual meeting
- Preparation for the April election. Good amount of absentee voting.
- Working with Brett Jensen on training
- Fireworks trailer issue
- Quarry and Blasting Licenses
- Alcohol Beverage Licenses
- Recycling Grant 2010 Annual Report
- Selling books, one bench and 13 bins

**B. Cerny (Economic Development Administrator): fireworks/trailer issue, zoning changes, Working Lands Initiative**

**C. Brosteau (Engineer):** Annual MS4 permit required for the Storm Water

**D. Building Inspector (Jensen):** As of March 2011 Town of Scott Building Inspector has issued 5 permits for the month. One permit issued for a new home, three permits issued for remodels and one sign permit. Presently the department is working on a draft revision of the building permit fee schedule and a contractor responsibility form for the board to review and approve. The department is looking into purchasing new code books for the current code cycle and is working on a plan to reorganize the building permit files by each individual permit/site. Currently the department is using Microsoft Excel as a permit ledger for tracking of permits. Recently the department purchased a new camera from Camera Corner for field work and other office supplies. This department has been in contact with other town officials from the Water, Sanitary, Fire, and the current State Of Wisconsin commercial building inspector. The department's goal is to reorganize and provide better customer service to the tax payers/clients in the community, assist the Economic Development Administrator and other town staff. The department's long term goals are to work with the clerk on a mission statement, HRD Policy and revise the building inspector's job description. Finally I would like to say thank you to the town board for hiring me as their employee. I am looking forward to working with the taxpayers and town officials.

**7. Reports from Town Officers/Committees/Commissions:**

- A. Chairman Mike Van Lanen: Water and Snow Plow complaints. Letter from a company interested in the Town's garbage/recycling collection. Computer software letter will require internet access for assessments. Bridge inspections - reported one concern.
- B. Supervisor Cy Van Laanen: excused absence
- C. Supervisor Ken Jacobs: Snow Plow complaints, water complaints. 4976 Caledonia ditch is bad, fix culvert. Saturday Wisconsin Towns Association District training was good. 2012 Shared revenue will be reduced 50%, recycling grant eliminated, highway aid may also be reduced. April 18 is the Brown County Highway Department open house.
- D. Supervisor Jeff Zlatohlavek: training on Saturday. "Employee Grievance procedure" will be required, by July 1. Discussion of the wind turbine issue. If less than 100 Megawatts, the Town has no input in regard to this. PSC regulates this issue. The Town can't deny, but can try to regulate. The Towns Association needs to be looking at this. Cerny will talk to the Plan Commission about this.
- E. Supervisor Colleen Harris: still working on the old Bay Settlement billing issue.

## 8. Treasurer's and Clerk's Financial reports:

Ending balances for April 4, 2011 are as follows:

Baylake Checking:	9,603.50
Baylake Money Market:	258,623.31
LGIP Investments:	0.00
LGIP Holding Tanks	0.00
LGIP Property Taxes:	0.00
LGIP Contingency Fund	0.00
LGIP Undesignated Fund	0.00
Nicolet Bank RE Tax	493,227.97
Total:	761,454.78

Regular March Vouchers #EFT 03-01, EFT 03-02 and #2095-2145 **totaled \$ 59,589.68** and receipts (including interest and Special Charges/Del.Util) in the amount of **\$13,829.41**. Roth summarized the receipts and the expenses.

**MOTION KEN JACOBS/MIKE VAN LANEN** to approve the Clerk's and Treasurer's reports and to pay the bills (March Vouchers #EFT 03-01, EFT 03-02 and #2095-2145) in the amount totaling \$59,589.68. Vote: Aye-4, No-0. Carried.

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

- **April 11 6:00 pm Scott Sanitary District**
- **April 11 7:00pm Scott Water Utility**
- **April 12 7:00pm Town of Scott Annual Meeting**
- **April 18 6:00 pm Brown County Highway open house**
- **April 19 7:00pm Fire Department**
- **April 20 6:00pm Storm Water Management Advisory Committee**
- **April 21 6:00pm Plan Commission**
- **May 3 6:00pm Public Hearing: zoning ordinance changes and Conditional Use**
- **May 10 6:00pm Town Board Meeting**
- **May 17 9-11am Open Book**
- **May 17 4-6pm Board of Review**

## 10. Meetings/Adjournment:

**MOTION MIKE VAN LANEN/KEN JACOBS** to adjourn Vote: Aye-4, No-0. Carried. Meeting Adjourned at 6:00 P.M.

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John Roth, Clerk/Treasurer