

**TOWN OF SCOTT  
BROWN COUNTY, WISCONSIN  
MINUTES OF ANNUAL MEETING  
APRIL 12, 2011 7:00 P.M.**

**1. Call To Order.**

The 2011 Annual Town Meeting was called to order at 7:00 P.M. on Tuesday April 12, 2011 in the Town Hall at 2621 Jody Drive by Chairman Mike Van Lanen. Clerk of the meeting was Clerk/Treasurer John Roth. Present were Mike Van Lanen (Chairman), Cy Van Laanen (Supervisor), Ken Jacobs (Supervisor), Jeff Zlatohlavek (Supervisor), Colleen Harris (Supervisor), John Roth (Clerk/Treasurer), Harvey Anderson (Constable), Leland Baenen (Constable), Economic Development Coordinator Dave Cerny and Building Inspector Brett Jensen. A total of 15 other people were present.

**2. Pledge of Allegiance.** The Pledge of Allegiance was recited.

**3. Affidavit of Posting:** The Affidavit of Posting indicating that the public notice of the Town Board Meeting was posted on April 9, 2011 was presented by the Clerk.

**MOTION MIKE VAN LANEN/KEN JACOBS** to accept/file the Affidavit of Posting. Voice Vote: unanimous. Carried.

**4. Definition of Annual Meeting.** The Town Chair reviewed/summarized the power of the Annual Meeting.

**5. Take Action on Minutes of Previous Town Meetings.**

**A. Minutes of the April 2010 Annual Meeting** were presented and read by the Clerk/Treasurer.

**Motion by KEN JACOBS, second by JEFF ZLATOHLAVEK** to approve the April 2010 Annual Meeting minutes as presented. Voice Vote: unanimous. Carried.

**B. Minutes of the 2010 Special Town Meeting-Budget/Levy held in November 2010** were presented and read by the Clerk/Treasurer.

**Motion by JEFF ZLATOHLAVEK, second by KEN JACOBS** to approve the 2010 Special Town Meeting-Budget/Levy Meeting minutes as presented. Voice Vote unanimous. Carried.

**6. Review 2010 Financial Statements.** The 2010 Financial Statement was made available to all in attendance. Clerk/Treasurer reviewed the report and highlighted budget “overages”/“underages” (see report). Martin Holden was present to explain the Storm Water Utility Fund and financial report.

The Following comments were made in regard to the Town’s financial reports:

- Mel Deprey, Bay Settlement Road asked about how the Wequiock Creek Estates paving special assessments were paid, if they were paid by the future land owners who purchase the lot with special assessments. Chairman Van Lanen explained the process and answered yes it eventually becomes the land owners expense as part of the purchase price.

- Bryan Hoff – 3730 Nicolet Drive – How many years are the developers behind on payment of special assessment. The Clerk answered 4 months. The County will usually begin foreclosure procedures after three years.
- Bryan Hoff – Questioned Bay Settlement Road loan, and why the refinance on such a small amount. The Clerk explained that the loan is a 10 year loan and the Town was early in the payment schedule so it made financial sense to refinance. The one year financial reports only show the principal and interest payment for one year, not the entire outstanding loan.
- Ben Bertram –3815 Scotchman Circle – questioned the fire truck purchase and if interest rates were looked into since two trucks had been purchased in a short time. The Clerk explained that the amount of interest the town is earning versus the amount of loan interest, and the loan was refinanced during the year. The Chairman also explained how money had been spent in support of the fire department and the grant they had received for their SCBA breathing apparatus.
- Clerk explained that due to the State’s budget repair bill the Town will lose approximately \$40,000 in financial support (\$23,000 in Shared Revenue, \$7000 Recycling Grant and \$9,000 in Highway Aid) from the State’s changes.

Storm Water Management Advisory Committee member Martin Holden then explained the Storm Water portion of the financial report. The Following comments were made in regard to the Storm Water Utility financial reports:

- Don Gibson, 3930 Wequiock Rd: problem with the Storm Water Utility setting aside money ahead of time for the pond project instead of borrowing the funds and having future property owners pay for the project.
- Mel Deprey, Bay Settlement Road: how many retention ponds are required and where? Holden stated that the study was done, the first pond is scheduled to be in the area of the future growth of the Town. Currently the Town is in the process of negotiating for land for constructing a pond to take care of existing runoff. This pond will help the Town meet the 2013 DNR requirements in regard to the reduction of suspended solids. Deprey also asked who will be responsible for the maintenance of the ponds. Holden stated that the Town will own the ponds and Storm Water Utility will maintain the ponds. Storm Water management in the area of future development will be the responsibility of the developer.
- Frank Moon, 4969 Edgewater Beach Road: does the storm water engineering study include the problems on Edgewater Beach? It does not. Chairman Mike Van Lanen stated that the Town has received a proposal from Mead and Hunt for a study for the water problems on Edgewater Beach.

**2011 Road Budget:** It was read into the record the 2011 road budget.

In 2011 the Town budgeted for roads:

Road Maint Snow Plowing	\$ 65,000
Road Maint Snow Salting/Sand	\$ 20,000
Road Maint Snow Fence	\$ 1,100
Road Maint Sweeping	Storm Water Management Responsibility
Road Maint Brush Cutting/Veg	\$ 14,000
Road Maint Crack filling, chip seal	\$ 4,000
Road Maint Sup./Records/Safety	\$ 8,000

Road Maint Surface Maint	\$ 2,000
Road Maint. Shouldering	\$ 10,000
Road Maint Drainage	\$ 25,000
Road Maint Signs	\$ 6,000
Road Maint Paint Lines	\$ 5,000
<b>Total</b>	<b>\$160,100</b>

The 2011 proposed budget included

Road Major Const. Bay Settlement	\$ 1,000
Road Major Construction	\$100,000
<b>Total</b>	<b>\$101,000</b>

**Motion by JEFF ZLATOHLAVEK, second by KEN JACOBS** to accept and file the 2010 financial report and the 2011 road budget as presented. Voice Vote: unanimous. Carried.

**7. Review/Take Action on 2011 Bridge Fund.** The bridge fund has a current balance of \$68,956.18. There was some discussion of the rules and regulations of the bridge fund. No bridge repair work is planned. The County will no longer match the Town's bridge fund unless the Town will be doing a bridge project. The Town can add to the fund, but the County will not match the funds.

**MOTION JEFF ZLATOHLAVEK/COLLEEN HARRIS** to raise "\$0.00" for 2011 Bridge Fund. Discussion: Ken stated that we may have to replace the Van Lanen bridge in the near future. Voice Vote unanimous. Carried.

Discussion on the bridge crossing on Van Lanen. Discussion pursued that the cost to replace/repair when need be would be within the Town's existing funds.

**8. Reports by Town Board Members and Staff:**

**A. Report from Ad-hoc Committee for the Consolidation of the Sanitary Districts:** Chairman Mike Van Lanen explained the 2009 Annual Meeting discussion and vote to form the adhoc committee to study the feasibility of combining the sanitary districts. There was one representative from each sanitary district, the water utility and the Plan Commission. Town Board Supervisor Jeff Zlatohlavek explained their meetings and their findings (see report). This issue was also looked into in 2000. Is consolidation necessary for the Town to obtain village status? No, but we need and want the districts to work as one. Zlatohlavek summarized the report. The Committee's recommendation is that it is not feasible at this time to consolidate. The four districts will continue to meet with the Adhoc committee at least yearly. There is the possibility of doing combined billing. Mark Verbeten (representing Royal Scot Sanitary District) also stated this.

GBMSD has increased their rates 30% in the last two years. Our districts have had to increase their costs. The districts have no control over this increase.

**MOTION KEN JACOBS/JEFF ZLATOHLAVEK** to enter the adhoc committee report into the Town Record and Annual Meeting minutes. Voice Vote unanimous. Carried.

**B. Compensation for Elected Officials:** Chairman Mike Van Lanen explained the current Town Board salaries: Chairman base pay is \$6000 per year, Supervisor base pay is \$3600 per year. The Town of Scott has one of the lowest paid elected boards. Elected officials cannot vote themselves a raise. If a raise is granted, the raise does not take effect until the position is re-elected. Two of the five are on a different election cycle. Mark Verbeten asked about the salaries of other Towns of our size. Chairman Van Lanen stated that some of the smaller towns pay their elected officials more than the Town of Scott. Frank Moon asked when the last increase was. It has been at least six years since the salaries were increased. The Town Board members do get a per diem for the “non-regular” meetings/activities. Ben Bertram asked when this can be voted on. It can be voted on at the Annual Meeting or at the Budget meeting in November. Don Gibson asked if the per diems are working out. They are somewhat. Don Gibson asked if the Wisconsin Town’s Association does a salary study. They have not done a study since 2004.

**MOTION FRANK MOON/** to do a one-time increase of 10% to the base salaries to take affect when the law allows (after the position is re-elected). Frank Moon rescinded his motion.

**MOTION DON GIBSON/FRANK MOON to increase the Chairman’s salary \$2000 (to \$8000 per year) and to increase the Supervisor position salary \$1000 (to \$4600), the per diems to remain the same at \$40.** Discussion: by State law, the increases must take affect after the positions are re-elected. Discussion of the “per diems”. Discussion of the mileage reimbursement and mileage rates. Cathy Anderson stated that if the raises can’t take effect until the positions are elected, the “per diems” should go up to \$50-60, could we just increase the Board per diems. Per diems would also affect the Zoning Board of Appeals fees. The question was asked by a few people if we could wait until the November meeting when we can get a salary survey done. Martin Holden stated that he gives a lot of weight to Don Gibson’s thoughts, that this raise request is not unreasonable, the Town could be pro-active and vote on the raise now. Don Gibson stated that very few people attend the November meeting. Frank Moon stated that it is not unreasonable to go forward with this, since the salaries are not out of line. Brian Hoff stated to vote yes for the salaries now, then look into the per diems in November. Mark Verbeten stated that he knows the amount of time the Town Board puts in, they serve as a labor of love, they don’t do it for the money. Vote: 15 raised their hands for yes, none against. Carried.

**C. Other issues:**

1. Brian Hoffman, 3730 Nicolet Drive: Showed a plot map of his property and surrounding neighbors. He discussed the Storm Water runoff issues. He stated that he has a grinder pump in his house as part of his sanitary sewer system. He explained the problem. The flooding goes into his grinder pump. The storm water runs down the ditch but runs into his

grinder pump. The County is responsible for the maintenance of the culvert on Nicolet Drive. He has contacted Chairman Mike Van Lanen and Randy Braun from Brown County Highway Department. He stated that he has been told it is a DNR problem that they will not approve the relocation of the culvert. Grinder pumps are expensive. Storm Water is being pumped into the sewer system, costing the sanitary district \$\$ and my electricity. The neighbors are in favor of the relocation of the culvert, to have it moved to the north side of the Van Laanen property. Can the Town petition Brown County for the relocation of the culvert? He has talked to Miles Winkler of the DNR. DNR requires an "H & H Study" and file a Chapter 30 permit to relocate the culvert. He is asking for the Board's help. Where do I start? There is a problem discharging storm water directly into a wetland. Chairman Mike Van Lanen stated that the Town can look into this. The Town has a meeting with the County Highway on Monday, Mike will talk to them about moving the culvert. Mike did state that it is the County ROW, not the Towns.

2. Frank Moon: Edgewater Beach Road flooding issue. Chairman Mike Van Lanen stated that there is a proposal from Mead and Hunt for a drainage study, the cost of the study is \$2150. The Town is looking into this.
3. Don Gibson: stated that very little shouldering work was done last year, that the Town needs to do more shouldering. Shouldering should be done in the spring/summer, not in the fall.
4. Clerk/Treasurer Roth stated that he has talked to the Chairman of the Plan Commission in regard to recording meetings. The Town would need to purchase additional equipment (microphones, mixer, etc.). State Statutes mandate the audio recording of the Board of Review proceedings. Chairman Mike Van Lanen stated that this is a good idea. Roth will continue looking into this.

**D. Verbal Swearing in:** Clerk Roth then swore in Constable Leland Baenen, Constable Harvey Anderson, Supervisor Ken Jacobs, Supervisor Cyril Van Laanen, and Chairman Mike Van Lanen.

**9. Adjourn:**

**MOTION KEN JACOBS/JEFF ZLATOHLAVEK to adjourn. Motion passed.** Voice Vote unanimous. Carried. Adjourn at 9:25 pm.

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John J. Roth  
Clerk/Treasurer