

TOWN OF SCOTT, BROWN COUNTY, WISCONSIN
MINUTES OF NOVEMBER 8, 2011 TOWN BOARD MEETING

1. Call To Order: The November 8, 2011 Monthly Town Board Meeting was called to order at 6:00 P.M. on Tuesday, November 8, 2011 in the Town Hall by Chairman Mike Van Lanen. Present were Chairman Mike Van Lanen, Supervisor Colleen Harris, Supervisor Jeffrey Zlatohlavek, Supervisor Ken Jacobs, Clerk/Treasurer John Roth, Economic Development Coordinator Dave Cerny, Town Building Inspector Brett Jensen, Town Engineer Scott Brosteau. Excused: Supervisor Cyril Van Laanen. Five other individuals were present.

2. Affidavit of Posting: The Affidavit of Posting indicating that the public notice of the Town Board Meeting was posted on November 4, 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 10/11/2011:

MOTION JEFF ZLATOHLAVEK/KEN JACOBS to approve the minutes from the Town Board meeting dated October 11, 2011 as presented: Vote: Aye-4, No-0. Carried.

B. Plan Commission did not meet in October:

C. Storm Water Management Advisory Committee: 10/19/2011:

MOTION KEN JACOBS/MIKE VAN LANEN to approve the minutes from the Storm Water Management Advisory Committee meeting dated 10/19/2011 as presented. Vote: Aye-4, No-0. Carried. Question on item #2 Pond Inspection – Question on authority with the Town on the muskrat issue. Chairman Van Lanen explained and clarified.

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.

- Frank Moon, 4969 Edgewater Beach Road: regarding ditching/drainage on his road, mentioned that he still had drainage issues at his property. As a follow up to the summer meeting in regard to Edgewater Beach drainage, is the Town planning on doing additional work, specifically in his area? Is there any plan on continuing the maintenance and repair of ditches and culverts? Brosteau updated the Board and the audience on what has been done. Brosteau explained that the three priorities have been done this year but there will be more ditching next year. The Board has talked about doing more in 2012, we may not be able to accomplish all what needs to be done in the next year. It might take two years. Clerk/Treasurer Roth explained that for 2012 the Town has budgeted \$25,000 for drainage plus the increase in the major road projects.
- Chairman Mike Van Lanen acknowledged Boy Scout Troop 1041 member Alex DeBlaey, 3846 Nicolet Dr.

MOTION KEN JACOBS/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. Operator License Applications: Jill Wiedemeier (Road Trip Shell):

MOTION KEN JACOBS/JEFF ZLATOHLAVEK to approve the Operator License application for Jill Wiedemeier (Road Trip Shell). Vote: Aye-4, No-0. Carried.

B. Storm Water charges for properties owned by Sanitary Districts, Water Utility, and the Town: Town Engineer Brosteau explained that the properties owned by some of the Sanitary Districts, the Water Utility and the Town have had Storm Water Charges places on the tax roll. Brosteau agreed that the charges for these entities need to be waived. The Storm Water Management Advisory Committee agreed with waiving these fees. The fees have been taken off the tax roll for the upcoming 2011 tax bill payable in 2012.

MOTION JEFF ZLATOHLAVEK/COLLEEN HARRIS to waive the fees/remove the Storm Water special charges for the Town, the Sanitary Districts and Water Utility. Vote: Aye-4, No-0. Carried. Clerk/Treasurer Roth will talk to Marty Holden about Storm Water paying the special charges from last year since they will also be receiving the charges back.

C. Letter in regard to proposed legislation (delinquent utilities on the tax roll): Chairman Van Lanen updated the Board in regard to this issue. The proposed legislation is called Assembly Bill 182 (the following language came from the Wisconsin Legislative website: “An Act to repeal 66.0809 (5) (b) 1. and 2. and 66.0809 (5) (c) and (d); to renumber and amend 66.0809 (5) (b) (intro.); to amend 565.30 (5r) (b); and to create 800.09 (1m) of the statutes; **relating to:** assignment of income, prizes, and earnings to pay a municipal court judgment and prohibiting municipal electric or water utilities from collecting certain utility

arrearages from owners of rental properties as property liens.”). If the sanitary districts and the water utility are not allowed to place delinquent utilities on the tax roll, it will be detrimental to their revenue stream and their budgets. Clerk/Treasurer Roth composed a letter stating that the Town Board is against this legislation (see letter).

MOTION MIKE VAN LANEN/KEN JACOBS to sign and send the letter in regard to proposed legislation (Assembly Bill 182 delinquent utilities on the tax roll). Vote: Aye-4, No-0. Carried.

D. Garbage/Recycling Contract: Clerk/Treasurer Roth has been in contact with Brian Hopkins from Veolia in regard to minor changes/corrections (per Town Attorney) in the proposed contract. Hopkins called the Town office late this afternoon and verbally agreed to the three changes (fix the name of the Town, use a Brown County Arbitrator, and recycling being picked up every week). We are operating under the terms of the new contract. This item will be tabled until the Town receives the final version of the contract.

MOTION KEN JACOBS/MIKE VAN LANEN to table the garbage/recycling contract until the Town received the corrected version of the contract. Vote: Aye-4, No-0. Carried.

E. Building Permit fees revision: The Clerk and the Building Inspector suggested revisions/changes in the building permit fees (see copy). Building Inspector Jensen explained the revisions and changes with comments/suggestions/corrections given by the Town Board. Discussion included questions about inspections, not requiring a permit for HVAC replacement, not requiring a permit for a fence (but the ordinance must still be followed), street cleaning should have an “inspection” too, Sanitary District and Water Utility connection/impact fees should be included. The updated Fee Schedule will be provided to the Board in Resolution form for the December meeting. The Contractor Inspection Responsibility document looks good, copies will be given to the contractor and for the Town file. Mission statement document also looks good.

F. Chairman Mike Van Lanen acknowledged Boy Scouts Troop 1041 member Jacob Ziese. The two boy scouts led the Pledge of Allegiance.

G. Chairman Van Lanen asked both scouts if they had any questions. Jacob Ziese asked about the gravel on his road (Red Bud). Supervisor Jacobs and Chairman Van Lanen explained that this gravel is from chip sealing. They explained what/how chip sealing is done, eventually the gravel sinks into the tar. Compared to the cost of paving, chip sealing maintenance is an inexpensive way to repair roads. Asphalt costs \$10 per square yard, one mile of pavement is \$79,000. Chip sealing adds ten years to the life of the roads. It is an inexpensive maintenance of the roads.

H. Request from Ed Tordeur: boring under the Van Egeren Road and a variance for a driveway culvert wider than the ordinance allows: Town Engineer Brosteau explained this issue. Tordeur was directed to draw something up and submit to the Town. Tordeur has not contacted the Town office or the Town Engineer. This item will be taken off the agenda until Tordeur contacts the Town.

I. Adoption of Town of Scott Election Wards from the 2010 Census: See proposed map and resolution from Brown County Planning. Ward 5 is finally disappearing. This will save the Town lots of tax money. Besides the Bay Shore Sanitary District elections every other April, the Town will now only have one ballot style. Chairman Van Lanen read the Resolution (**RESOLUTION 2011-11-01**).

MOTION MIKE VAN LANEN/JEFF ZLATOHLAVEK to accept the Town of Scott Ward Map and sign **RESOLUTION 2011-11-01** establishing four wards in the Town of Scott (see proposed map and resolution from Brown County Planning). Vote: Aye-4, No-0. Carried. The Clerk/Treasurer was directed to have the new ward map printed and hung in the Town Hall.

J. Approve pay request for Edgewater Beach Road project: Town Engineer Scott Brosteau explained and updated the Town in regard to this project. The pay request is for \$22,875 (\$800 is already being held back for landscaping to be done next year). The Town requests an additional \$1000 to be held from the \$22,875 for asphalt patching to be repaired.

MOTION MIKE VAN LANEN/KEN JACOBS to approve the pay request for Harold Tauscheck Excavating (the Edgewater Beach drainage project) with an additional \$1000 to be held back from the \$22,875 for asphalt patching repair, \$800 is already being held back for landscaping that will be done in 2012. Vote: Aye-4, No-0. Carried.

K. Road/drainage/ditching issues (Lloyd, Osprey, others):

- Lloyd: cross culvert has been installed, asphalt patch is done. Landscaping will be done next year. The County still needs to remove the tree. Supervisor Jacobs will talk to the County about this, with the possibility of a private contractor removing the tree. A Certificate of Insurance needs to be provided by a private contractor.
- Osprey ditch to Storm Water Pond: Storm Water Management Advisory Committee stated that they will hold off on this work until next year. The County will be doing the work once the new home in the area is completed.

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

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

- Payroll quarterly reports
- Finalizing/publishing/posting the budget
- PASER highway report submitted
- Yearly Highway map and report submitted
- Redistricting-Wards from the 2010 Census
- Auditor came October 31 and November 1 for the 2012 “pre-audit”, went very well
- Attended a government finance seminar sponsored by the Wisconsin Dept. of Revenue and the Wisconsin Towns Association
- Attended an elections training update sponsored by the Brown County Clerk and the Wisconsin Government Accountability Board in regard to the new election laws.
- Attended a tax bill and special assessment update sponsored by the Brown County Treasurer.
- Completed the yearly Dog License report to Brown County
- Attended the October Storm Water Management Advisory Committee meeting.
- New light has been installed on the south wall of the Town Hall
- Edgewater Beach Citation was paid before the court date.
- Was not able to find anything definitive in regard to school busses needing to stop at every child’s house if there are no street lights on roads.

B. Cerny (Economic Development Coordinator):

- Awaiting final draft of the Town Code. Cerny will research for clarification on a penalty schedule to accompany the new code. Could possibly be dealt with in existing Citation Chapter.
- Madigan road name change, the County wants the Resolution recorded at the Register of Deeds. Cerny will take care of this Monday when he does the research in regard to Oak Street. Cerny also to take the Edgewater Beach easements to the County for filing.
- Need to schedule an Open House for the Park Plan, need to do a newsletter to advertise. Can we do an abbreviated newsletter now, to cover park plan? Do a newsletter now and then in late winter.

C. Brosteau (Engineer):

- Request in regarding Anapaula culverts. This will be looked at in Spring, see how things going.

D. Building Inspector (Jensen): Building report for October 2011

- 48 site inspections completed
- 7 permits issued, 2 garage 1 electrical 1 razing 1 culvert replacement 1 driveway 1 garage addition.
- Working with Martin Holden on a culvert program (inventory and condition of culverts), working on a form to then enter the data in the computer.
- 1 active zoning complaint.
- Storing of old building permit records
- Attended the storm water meeting on October 16th

E. Storm Water Management Report: Holden’s report was not submitted

9. Reports from Town Officers/Committees/Commissions:

- A. Chairman Van Lanen: three complaints from the last blast at the Scott quarry, talked to Pete Kozak. They blasted on the southeast wall. Power went out for a few seconds. Also received a complaint about manure on the road.
- B. Sup. Van Laanen: Absent
- C. Sup. Jacobs: Playground equipment at Saint Killian park was broken but has been repaired. Discussed snow fence installation at Champeau, St. Killian, Church and Strebel Road. Jensen will talk to the John Bunker in regard to a snow fence on Shore Crest Trail. Asked about the new outside light at the Town Hall parking lot. Roth had met and talked with the representative from WPS about a street light versus a new light on the building. The WPS representative suggested not doing a “street light”, but instead installing a brighter light on the building.
- D. Sup. Harris: Nothing to report.
- E. Sup. Zlatohlavek: nothing to report.

10. Treasurer's and Clerk's Financial reports:

Ending balances for November 8, 2011 are as follows:

Baylake Checking:	9,791.64
Baylake Money Market:	259,914.00
Nicolet Bank RE Tax	241,723.10
Total:	511,428.74

Regular October Vouchers #EFT 10-01, EFT 10-02 and #2408-2422 **totaled \$78,410.10** and receipts (including interest) in the amount of **\$13,250.07**. Roth summarized the receipts & the expenses.

MOTION KEN JACOBS /MIKE VAN LANEN to approve the Clerk's and Treasurer's reports and to pay the bills (October Vouchers #EFT 10-01, EFT 10-02 and #2408-2442) in the amount totaling \$78,410.10. Vote: Aye-5, No-0. Carried. The check for Harold Tauschek Excavating will need to be written for \$1000 less.

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

- Nov. 15 6pm Public Hearing (Budget), Special Meeting (Levy), Town meeting (adopt Budget)
- Nov. 16 5pm Storm Water Advisory Committee
- Dec. 13 6pm Town Board meeting

12. Meetings/Adjournment:

MOTION KEN JACOBS/MIKE VAN LANEN to adjourn Vote: Aye-4, No-0. Carried. Meeting Adjourned at 8:00 P.M.

John Roth, Clerk/Treasurer