

TOWN OF WILSON  
SHEBOYGAN COUNTY, WISCONSIN  
APPROVED MINUTES OF DECEMBER 5, 2016 TOWN BOARD MEETING

**ALL TO ORDER:** Chair Ehmann called the Town of Wilson Board Meeting to order at 6:30 p.m. Posting in accordance with open meeting law was confirmed by affidavit of posting and the meeting was declared an open meeting.

**ROLL CALL:** Roll call was taken with the following members present: Town Board Chairman John Ehmann, Supervisor Dan Rostollan, Supervisor Brian Hoffmann, Supervisor Tom Stoelb and Supervisor Nancy DesJardins. **Also in attendance:** Town Clerk Georgene Lubach, Treasurer Julie Evans and Maintenance/ Road Supervisor Rick Meyer.

**PLEDGE OF ALLEGIANCE:** Was recited.

**PUBLIC COMMENT:** Chair Ehmann called for Public Comment and hearing none Public Comment was closed.

**APPOINTMENTS / NEW & OLD BUSINESS:**

1. Approval of the draft minutes, November 21, 2016 – Motion by Stoelb second by Rostollan to approve the draft minutes of the November 21, 2016 Town Board Meeting, all members present voted aye, motion carried, DesJardins abstained.
2. **Gary Hughes, OK Self Storage and Gregg Wagner, Wagner Excavating, Chuck Nahn, Nahn and Associates; Discussion of Chapter 32, Erosion Control Ordinance and the cost associated to review Erosion Control -** Gregg Wagner was present and Chuck Nahn via telephone. Wagner objected to the \$747.50 invoice received from Nahn and Associates to complete the first phase of the Erosion Control permit and the minimum disturbance requirement of 4,000 square feet. Nahn provided a breakdown of the invoice, cited errors received adding additional time to the review and the plan he developed with Wagner to proceed with the first stage of the project. Wagner's concern, the project is small and would not have needed an Erosion Control permit if the Board would have adopted the one square mile as recommended and questioned what the cost will be for the next phase. It was determined the fee of the review should be provided up front and a checklist of required items for submittal. This will be placed on the next agenda.
3. **Town of Wilson Fire Department**
  - a. **The Town Board intends to convene into closed session pursuant to Wis. Stat. 19.85(1)(f) for the purpose of considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where Wis. Stat. 19.85(1)(b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations. During the closed session, the Board will discuss matters related to the Fire Chief position -** Motion by DesJardins second by Stoelb to move into closed session with Brian Schmitt, on roll call vote all members present voted aye, motion carried, 7:07 pm.  
At 8:07 pm the Board reconvened into open session. Chair Ehmann announced there is a level of uncertainty concerning the Fire Chief's position and topics 3.b, 3.f. and 3. g. will be deferred to a January meeting.
  - b. **Discussion and possible action related to the Fire Chief's position -** Deferred until January
  - c. **Possible changes and amendments to Chapter 10.A. Ordinance & Bylaws -** Motion by Stoelb second by DesJardins to approve Chapter 10A Ordinance, all members present voted aye, motion carried.  
Motion by Stoelb second by DesJardins to approve the Bylaws all members present voted aye, motion carried.
  - d. **Review and approve the Town of Wilson Fire Department pay structure for 2017 -** Motion by Rostollan second by Hoffmann to accept the proposed compensation structure, all members present voted aye, motion carried.
  - e. **Nominations and elections of community representatives to the Fire Department Advisory Committee (2 positions open; nominees are Glen Genske, Gary Hughes, and Bob Irish) -** The board elected Glen Genske and Gary Hughes as Community Representative's to the Fire Department Advisory Committee.

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- f. **Approval of nominations for Town of Wilson Fire Department to fill the vacant Assistant Fire Chief's position** - Deferred until January
- g. **Approval of nominations for Town of Wilson Fire Department representatives to the Fire Advisory Committee** - Deferred until January
- h. **General update to the Town of Wilson Fire Department**
4. **Room Tax Commission Zone;**
  - a. **Adoption of the revised Ordinance** - Motion by Stoelb second by Rostollan to approve the revised Room Tax Ordinance, all members present voted aye, motion carried, DesJardins abstained.
  - b. **Adoption of the Joint Resolution** - Motion by Rostollan second by Stoelb to approve the Joint Resolution for the Tourism Zone Commission all members present voted aye, DesJardins abstained.
5. **Discussion of the Sleep Inn delinquent balance possible board action** – The treasurer reported Sleep Inn owes \$51,721 in room tax and late penalties. Supervisor Rostollan will work with Town Legal.
6. **Adoption of the Sheboygan County 3-year Maintenance Agreement** - Motion by Hoffmann second by DesJardins to approve the Sheboygan County 3- year maintenance agreement, all members present voted aye, motion carried. Maintenance Supervisor Rick Meyer and Supervisor Hoffmann will attend the 1<sup>st</sup> meeting.
7. **Approval of Sheboygan County Sheriff's Department Joint Powers Agreement** - Motion by Hoffmann second by Rostollan to approve the Sheboygan County Joint Powers agreement, all members present voted aye, motion carried.
8. **CUP Renewal updates, discussion and possible motion** – Topic deferred to next agenda
9. **Public Comment** - Chair Ehmann called for Public Comment and hearing none Public Comment was closed.
10. **Reports:**
  - a. **Maintenance** - Motion by Rostollan second by Hoffmann to approve Gelling's to repair the maintenance tractor paying half of the estimate repair, \$5,000 before the end of the year all members present voted aye, motion carried. Meyer reviewed the transfer station holiday schedule, closed on Christmas, Saturday, December 24<sup>th</sup> and at noon on Saturday, December 31, 2016.
  - b. **Constable** – Reports were reviewed, Constable Van Ess issued a citation for noise, it is now going to court.
  - c. **Treasurer** - Balance sheet, cash balances, activity reports and financial information was shared.
  - d. **Clerk** - Updates on website host and IT Services
  - e. **Town Board** – No report
11. **Disbursement Reports: Black River Fire Department, Town of Wilson First Responders, Town of Wilson - No Checks on Hold;** Motion by Rostollan second by DesJardins to approve disbursements dated 12/05/2016 check numbers 19193– 19219; Black River Fire Dept. for \$10,659.35 check numbers 19193-19196, Town of Wilson for \$25,920.52 check numbers 19197 – 19219, total disbursements of \$36,579.87 all members present voted aye motion carried  
Motion by Rostollan second by DesJardins to approve the payroll disbursements dated 11/9/2016, for \$9,837.95 on roll call vote all members present voted aye, motion carried.  
Motion by DesJardins second by Rostollan to approve the payroll disbursements dated 11/23/2016, for \$12,272.70 on roll call vote all members present voted aye, motion carried.
12. **Adjourn:** Motion by Stoelb second by Rostollan to adjourn at 9:31 p.m., all members present voted aye motion carried.

Minutes Respectfully Submitted by: Georgene Lubach, Clerk