

## **Draft FOR TOWN OF WILSON, June 21st, 2021**

**CALL TO ORDER & DECLARATION OF OPEN MEETING:** Chairman Ehmann called the Town of Wilson Board Meeting to order. Posting in accordance with open meeting law was confirmed by affidavit of posting and the meeting was declared an open meeting. Meeting was held via Zoom which complies with open meeting laws.

**PRESENT:** Chairman Ehmann, Supervisors Nancy DesJardins, Brian Hoffmann, Tom Stoelb and Matt Fore was absent. Also, in attendance: Clerk Julie Wicker, Treasurer Kari Mooney, and Maintenance Supervisor Rick Meyer.

**Pledge of Allegiance:** Was cited.

### **Public comment.**

Jack Leonhardt asked the board when the meetings were going to be open to the public again. Chairman Ehmann said that this topic would be talked about later.

### **APPOINTMENTS / NEW & OLD BUSINESS:**

1. **Approval of the draft minutes, June 7, 2021.** Motion by Hoffmann second by DesJardins to approve the June 7th, 2021, minutes, all members voted aye, motion carried.
2. **Consideration to approve the Plan Commission recommendation on the conditional use request from Bill Hamm of Walter Builders for Norm Wald, Property owner at 9916 Weeks Lane, Oostburg, WI 53070. Town of Wilson. Property is zoned R2 where a garage/guest home is a conditional use.** Motion by Hoffmann second by Stoelb to approve the conditional use request for Norm Wald, property owner at 9916 Weeks Lane, Oostburg, WI 53070. Property is zoned R2 where a garage/guest home is a conditional use, all members voted aye, motion carried.
3. **Discussion on drainage reviews and permit jurisdictions with Town Engineer, Scott Schramm.** Scott Schramm gave an update to the board on work that Campus Life and Crossroad Community Church is doing with their parking lots. The board will be looking at updating the ordinances within the next months on topics of fill/grading permits to have applicants offset these fees structures that are being absorbed by the Town general fund at this time.  
Currently, a storm water permit requires an applicant to work with Sheboygan County. The Town does have this kind of permit in our ordinance. Scott Schramm believes that the Town should update these ordinances so the Town is aware of what is happening with drainage issues when a applicant would take out this kind of permit.  
Scott Schramm asks that a meeting be set with Campus Life to give them one year to meet State, County and Town Code requirements. This would be storm water permit and downstream drainage requirements that haven't been done in the past years on prior constructions on projects. As well as the County send all paperwork for stormwater to the clerk. The board recommended that Scott Schramm and the clerk meet with Campus Life to make them aware of these changes.
4. **Update and discussion to the Emergency Response Plan for the Town of Wilson.** This will need to have some updates made and will be on the next agenda.
5. **Update and discussion on Town's Purchasing Policy. The board would like to have the Fire Advisory Chair have some input on the attached portion of this policy.** Supervisors DesJardins, Stoelb and Wicker will be corresponding with Gary Leonhardt and this topic will be on the August agenda.
6. **Renewal and Issuance of Liquor Licenses and Tobacco Licenses for period July 1, 2021, through June 30, 2022:**
  - a. **Timothy Robert Stolper Agent, 1609 Humboldt Ave, Sheboygan, WI, Koenig's Conservation Association for Koenig's Conservation Club, 3824 Broadway Road, Sheboygan, WI; Filed 6/14/2021.**  
Class "B" Beer License - Motion by Stoelb second by Hoffmann to approve Timothy Stolper Agent for Koenig's Conservation Club for Class "B" Beer License, all members voted aye, motion carried. the May 17th, 2021, minutes, all members voted aye, motion carried.
7. **New and Renewal Operator License Applications for period July 1, 2021 – June 30, 2022.** Motion by Stoelb second by Hoffmann to approve operator license applications for Michael Swigert, Lisa Ann Haag, Alan, Jenkins, Dale Koenig, Robin Nesst, all members voted aye. Motion carried.

8. **CUP 2-year compliance review, discussion, and possible motion** - None

9. **Public Comment:** None

10. **Reports:**

a. **Rick Meyer - Maintenance Meyer** told the Board that Timberlake should be in the Sheboygan Highway's schedule around July 14<sup>th</sup>. He will be hand delivering notices to let all residents know when this will occur.

Inside the package is an estimate from the county from the Highway for the easement drainage project on Sunset Drive. The board will be discussion this topic at the next board meeting.

The maintenance department will be doing pothole repair this week. Several trees have been cut down. They will also be cutting grass at the dog park and doing the town ditches.

b. **Kari Mooney – Treasurer** – Balance sheet, cash balances, activity, annual department report, First Dept, activity reports and financial information was shared.

c. **Sheriff Report** - None

d. **Julie Wicker – Clerk** – Rural will be sending the Town a video for the staff to view on the topic of back safety, this will help with proper body mechanics for our employees.

e. **Supervisors Reports** - Chairman Ehmman suggested that the board that they needed to come up with the inventory items that is needed for the code enforcement officer. Another application had been received in the office and forwarded to the members.

11. **Disbursement Reports: Town of Wilson Town of Wilson** - Motion by Hoffmann second by DesJardins to approve the Town of Wilson check numbers 22657-22686 in the amount of \$23,918.34, all members voted aye, motion carried. Fore did not vote, computer issues. Motion by DesJardins, second by Hoffmann to approve the Town's payroll dated June 16, 2021, in the amount \$7,007.97, all members voted aye, motion carried. Motion by Hoffmann, second by Hoffmann to approve the Town's payroll dated June 30, 2021, in the amount of \$7,226.58, all members voted aye, motion carried.

**Adjourn Motion** by Stoelb second by Hoffmann to adjourn at 8:16 pm, all member voted aye, motion carried.

**Minutes by Julie Wicker**