

## Draft FOR TOWN OF WILSON, June 7th, 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. Also, in attendance: Clerk Julie Wicker, Treasurer Kari Mooney, and Maintenance Supervisor Rick Meyer.

**Pledge of Allegiance:** Was cited.

### Public comment.

None

### APPOINTMENTS / NEW & OLD BUSINESS:

1. **Approval of the draft minutes, May 17, 2021.** Motion by Stoelb second by DesJardins to approve the May 17th, 2021, minutes, all members voted aye, motion carried. Supervisor DesJardins did not vote, computer problems.
2. **Update and discussion on renewal of computer security training KnowBe4 product.** Motion by Fore second by Stoelb to approve the KnowBe4 Security Awareness Training Subscription Diamond package not to exceed \$1728.52, all members voted aye, motion carried.
3. **Update and discussion on Town's Purchasing Policy.** The board asked for some updates to be added regarding criteria when the Fire department does not need to go to the board to have a purchased authorized. The clerk will make the updates and this topic will come back to the next agenda for discussion.
4. **Discussion on Workmen Compensation injuries.** Wicker explained to the board that during the past year the number of Workmen Comp. injuries have increased more than in the past years. Rural Insurance has been looking at this for the negative impact on this part of our policy. The loss ratio on the Workmen Compensation is at 195%. Rural Insurance might remove the dividend plan from the Town's policy and the Town might need to move our plan into the State Workmen Comp Pool. The State of Wisconsin sets the premium per the category of work each employee performs so the rates are consistent with other municipalities. The Town would lose the dividend check at the end of the year. Last year this check was \$344.00.
5. **Renewal and Issuance of Liquor Licenses and Tobacco Licenses for period July 1, 2021, through June 30, 2022:**
  - a. **Nancy Manning Agent 5837 South Business Drive, Sheboygan, WI, K.T. & N.J. Inc. for Nanseas First & Last Stop, 5837 South Business Drive, Sheboygan, WI; Filed 5/4/21.**  
**Class "B" Beer and "Class B" Liquor License** Motion by Fore second by Hoffmann to approve Beer and Liquor License for K.T. & N.J. Inc. for Nanseas First & Last Stop, all members voted aye. Motion carried.
  - b. **John A. Majerle Agent, 5047 Evergreen Drive, Sheboygan, WI, Majerles Black River Grill Inc. for Majerles Black River Grill, 5033 Evergreen Drive, Sheboygan, WI; Filed 5/19/2021.**  
**Class "B" Beer and "Class B" Liquor License** Motion by Fore second by Hoffmann to approve Beer and Liquor License for Majerles Black River Grill, all members voted aye. Motion carried.
  - c. **Guy Alan Miller Agent, N7098 Riverwoods Drive, Sheboygan, WI, Sheboygan Town and Country Corp. for Riverdale Country Club, 5006 South 12<sup>th</sup> Street, Sheboygan, WI; Filed 5/19/2021.**  
**Class "B" Beer and "Class B" Liquor License** Motion by Fore second by Hoffmann to approve Beer and Liquor License for Riverdale County Club, all members voted aye. Motion carried.
  - d. **Cherie Lyn DUBY Agent, 2404 North 22<sup>nd</sup> Street, Sheboygan, WI, Kwik Trip139 for Kwik Trip Inc. 7002 Sauk Trail Road, Sheboygan, WI; Filed 5/18/2021.**
    - i. **Class "A" Beer and "Class A" Liquor License**
    - ii. **Cigarette and Tobacco License**  
Motion by Fore second by Hoffmann to approve Beer & Liquor License and Cigarette and Tobacco License for Kwik Trip, all members voted aye. Motion carried.
  - e. **Holly Schroeder Agent, 4443 Lilac Court, Apt. W106, Sheboygan, WI, Love's Travel Stop #640 for Love's Travel Stops & Country Stores, Inc. 6710 South Business Drive, Sheboygan, WI; Filed 5/18/2021.**
    - i. **Class "A" Beer and "Class A" Liquor License**

**ii. Cigarette and Tobacco License**

Motion by Fore second by Hoffmann to approve Beer & Liquor License and Cigarette and Tobacco License for Love's Travel Stop & County Stores, Inc. #640, all members voted aye. Motion carried.

- f. Judith Susan Fergadakis Agent, 330 Lindale Street., Belgium, WI, Breaking Breads LLC for Breaking Breads Banquets 6451 South Business Drive, Sheboygan, WI; Filed 5/17/2021. Class "B" Beer and "Class B" Liquor License.** Motion by Fore second by Hoffmann to approve Beer & Liquor License for Breaking Breads Banquets, all members voted aye. Motion carried.
- g. Connie Felde Agent, N2498 Sauk Trail Rd, Oostburg, WI, The Boondocks, at N2498 Sauk Trail Road, Oostburg, WI; Filed 5/18/2021. Class "B" Beer and "Class B" Liquor License** Motion by Fore second by Hoffmann to approve Beer & Liquor License for The Boondocks, all members voted aye. Motion carried.

**6. New and Renewal Operator License Applications for period July 1, 2021 – June 30, 2022**

Motion by Fore second by Stoelb to approve operator license applications for Mariel Sullivan, Kathleen Frank, Nicole Opheim, Warren Simonsen, all members voted aye. Motion carried. DesJardins did not vote, computer problems.

Motion by Fore second by Hoffmann to approve operator license applications for Cali Olds, David Hinze, Eleni Hartley, all member voted aye. Motion carried.

Motion by Fore second by Hoffmann to approve operator license applications for Jennifer Schneider, Taylor Bertschy, Amy Pierce, Tinamarie Lawrenz, all members voted aye. Motion carried.

Motion by Fore second by Hoffmann to approve operator license applications for Kristen Dang, Jonathen Berndt, Joshua Rindt, Sheryl Scheid, Hugh Gillette, Elizabeth Kiley, Hailey Vanstelle, Ashley Amison, Reagan Beernink, Cory Stefansen, Darcy Bossler, Felicia Fredrick, Angela Zidek, Gavin Schmidt, Erik Drzewiecki, Kristianne Knight, Nicole Reynolds, Chou Xiong, Lindsay Wrensch, Nicole Meindl, Garrett Pirrung, Andrew Krueges, Cole Kruschke, Ivan Hazen, all member voted aye. Motion Carried. DesJardins did not vote, computer problems

- 7. Discussion on Ordinance Enforcement officer hiring process** - The board needs to have interview questions for this position and a list of equipment needed for this position. A training plan for the new hires and information for them to meet with the Town of Wilson's Fire Chief and Sheboygan Sheriff. Supervisors Hoffmann and Stoelb will be working together on this and coming back to the board with an updated. Kari Mooney will also be working with Stoelb to collect information on this.

- 8. Update and discussion on Municipal Court system with City of Sheboygan Falls** – The Mayor of Sheboygan Falls has asked the Town to put a presentation together. Our legal counsel is working with Chairman Ehmann on this, and they will be setting up a meeting with Sheboygan Falls. Chairman Ehmann will come back to the board with an update.

**9. Reports:**

- a. Rick Meyer - Maintenance** – The Sheboygan Highway Department will be combining Juniper and Timberlake Road together this summer, the work on these roads will be done in July. Meyer will notify the homeowners when this happens.

The flagpole by the Town Hall has been relocated in front of the Hall. Some landscaping has been placed around the pole.

Mike Klokow, an employee from SD#1 will be working summer hours helping with the maintenance department with summer seasonal work.

Meyer worked with Mooney on the budgeted capital assets and looked at the roofs at the Town office and Fire Department. Meyer spoke with Butzen Contracting and he said that the roof on the office should be able to go another year before it needs replacement. Meyer will report back about the Fire Department's roof.

- b. Kari Mooney – Treasurer** - All reports are in your packets. Ms. Mooney updated the board on the Town's checking and reserve accounts. Mooney has been working on the registration process for the Town to receive the 1<sup>st</sup> payment of the American Rescue Plan Act funds.
- c. Sheriff Report** – Report is in your packet.
- d. Julie Wicker – Clerk** – Wicker is working with Anthony Summers on a way to save the building permits online. Due to the lack of storage space in the office we need to look at ways to scan the paperwork and save the present files into folders by parcel number and addresses. She will keep the board updated with this.
- e. Supervisors Reports** – Superior DesJardins and Fore will be working on Chapter 25, the Public Nuisance Ordinance. She had also asked why the ordinance need to have unofficial written over them online on our

Town's website. Ms. Mooney will be emailing our attorney to see if that is needed or if that can be removed.

9. **Disbursement Reports: Town of Wilson First Responders, Town of Wilson - Motion by Hoffmann second by Stoelb to approve the Town of Wilson check numbers 22640-22656 in the amount of \$21,200.50, all members voted aye, motion carried. Fore did not vote, computer issues. Motion by Hoffmann, second by Stoelb to approve the Town's payroll dated June 2, 2021, in the amount \$6,826.96, all member voted aye, motion carried. DesJardins did not vote, computer issues.**
10. **Adjourn - Motion by Stoelb second by Hoffmann to adjourn at 8:20 pm, all member voted aye, motion carried.**

Minutes Respectfully Submitted by: Julie Wicker-Clerk