

**Town Board Meeting Minutes**  
**Monday, August 18, 2014 at the Rockland Town Hall**  
**Called to order by Chairman Cashman at 7:32 p.m.**  
**Adjourned at 9:06 p.m.**

The Clerk, Treasurer, and all Board members were present. Also present were Matt Giese (3MBack, LLC), Tim Ambrosius (CQM), Kayla Guns (Wrightstown Spirit), Russ Van Den Elzen (Healthy Home Heating), Steve Gander, Terry Vertz, Chris Gagnon, Kevin Derenne, Darrin Butry, Kory Derenne, Charles Martin, Katie Sukow, Mark Mommaerts, Sara & Rick Noel. Clerk Charette verified that the meeting was properly noticed; the agenda was presented after the pledge of allegiance was recited.

**Minutes from August 4, 2014 Town Board meeting**

M/M by Chairman Cashman to approve the August 4, 2014, Town Board meeting minutes as presented; seconded by Supervisor Van Vonderen. Motion carried unanimously by voice vote.

**Request from Applicant, 3MBack, LLC, (Matthew Giese, Owner), to rezone Parcel R-296, 5338 Highway 57, De Pere, Wisconsin, from Estate Residential 5-Acre (ER-5) to Community Business (B-2) District**

A public hearing was held at 6:45 p.m. this evening on this item. Applicant, 3MBack was not present at the public hearing. 3MBack's Owner, Matthew Giese, explained the request for the rezoning as follows:

Parcel R-296 is currently zoned Estate Residential 5-Acre. Midwest Chemical & Equipment is a wastewater treatment company that will have its offices run out of the home located on the property. All items are drop shipped and none will be stored on the property. Giese explained that he intends to have hobby farming on the other buildings and that the granary will be used as a retail store to sell some of the items that they raise and grow. Giese intends to raise chickens, goats, 2-3 steer, and possibly have a fish pond in the future. Giese intends to recycle the manure and compost the byproducts from the animals.

Supervisor Van Vonderen read the Planning Commission minutes from July 15, 2014, which are hereby incorporated by reference. At this meeting, the Planning Commission recommended approval of the request from 3MBack, LLC., to rezone Parcel R-296, from Estate Residential 5-Acre (ER-5) to Community Business (B-2) with the following conditions.

1. Midwest Chemical and Equipment will operate out of the home on the property. No chemicals will be on site. All chemicals will be direct shipped to customers.
2. The home on the property will serve as office operations and no one will live in the home.
3. Someday Farms, LLC. The granary will become a retail store and the out buildings and land will be used to support the retail store.

Supervisor Van Vonderen explained that the Planning Commission is working on creating an Agri-Business zoning district which is being drafted to meet the features of businesses that are both agricultural and retail in nature. Supervisor Van Vonderen explained that 3M back is that type of business. Supervisor Van Vonderen reported that she and Zoning Administrator, Bob Gerbers, are recommending that the Town Board approve 3MBack's request to rezone Parcel R-296 to Community Business (B-2) District and then when the Agri-Business ordinance is adopted, 3MBack's business be automatically rezoned into the Agri-Business District without another public hearing.

Chairman Cashman stated that the proposed business is a good fit for the size and location.

M/M by Supervisor Van Vonderen to approve the rezone of Parcel R-296 temporarily from Estate Residential 5 Acre (ER-5) to Community Business (B-2) District until such time that the Agri-Business zoning district is

adopted and Parcel R-296 can be rezoned into the Agri-Business District; seconded by Supervisor Schwalbach. Motion carried unanimously by voice vote.

**Request for Approval from Robert & Susan Zeamer, of a Certified Survey Map, Parcel R- 421, 6009 County Trunk Highway W, De Pere, Wisconsin**

Planning Commission met on August 13, 2014. Supervisor Van Vonderen read the draft of the minutes from such meeting, which are hereby incorporated by reference, which recommended that the Town Board approve the proposed CSM, Parcel R-421, with the following conditions:

- 1) The CSM will comply with Brown County Planning letter dated August 11, 2014, which is hereby incorporated herein by reference;
- 2) The CSM will comply with all other local, county and state ordinances;
- 3) The CSM will show an additional 6' (six foot) easement to the north of Lot 1 with the total utility easement equaling 12' (twelve feet)
- 4) The "pond" designation will be changed to a "wildlife scrape" on the CSM.
- 5) Lot 1 of the CSM being rezoned from Agricultural-Farmland Preservation (AG-FP) to Estate Residential 5-Acre (ER-5)

M/M by Chairman Cashman to approve the CSM for Robert and Susan Zeamer, Parcel R-421 as presented with the conditions mentioned; seconded by Supervisor Schwalbach. Motion carried unanimously by voice vote.

**Discussion on request from Robert & Susan Zeamer to rezone Lot 1, Parcel R-421, 6009 County Trunk Highway W, De Pere, Wisconsin, from Agricultural-Farmland Preservation District (AG-FP) to Estate Residential 5-Acre District (ER-5)**

Motion by Chairman Cashman to set up a public hearing to consider the request to rezone Lot 1 of proposed CSM, Parcel R-421, for Monday, September 15, 2014 at 6:45 p.m.; seconded by Supervisor Van Vonderen. Motion approved unanimously by voice vote.

**Proposal from CQM, Inc., to conduct engineering study of Hickory Ridge Subdivision** *(recorded as old military 1st Addition)*

Each of the Board members received a copy of the proposal from Tim Ambrosius, CQM, Inc., dated August 15, 2014. Discussion was had regarding each of the four tasks mentioned in the proposal along with the proposed costs for completing such tasks.

**Task 1: Watershed Investigation and Design**

Ambrosius explained that the permits required for the project are included in the total cost of \$26,500 from GEI Consultants. Ambrosius stated that due to the Fox River being involved in this project federal permits will be required. The project may also be eligible for federal grants and funding.

**Task 2: Data Gathering**

Ambrosius explained that task two involved data collection which will include 3-4 days of CQM surveying the property and boring approximately 10 roads. Estimated time also includes obtaining plats, easements, meeting with property owners and obtaining additional information of the properties.

**Task 3: Project Management** which involves six meetings at the Town Hall to provide updates on the project.

**Task 4: Preparation of Construction Documents** would entail compiling documents and assisting the Town in preparing the request for bids.

Chairman Cashman noted that the proposal does not designate hours required for oversight of the work being done by contractors. Chairman Cashman requested that CQM provide an estimate for conducting oversight of the project.

Chairman Cashman informed the public that the cost to get this project out to bid is approximately \$64,000.00. Supervisor Van Vonderen explained that the proposal requests that all communications be from Town Board to residents and that engineering studies for individual properties are not included in the proposal.

M/M by Chairman Cashman to open the meeting to the public; seconded by Supervisor Van Vonderen. Motion carried unanimously by voice vote.

Darrin Butry, 3887 Stonewall Drive, questioned who will be responsible for picking up the cost of the easement noted on the map between Butry's yard and his neighbor. Butry also inquired about the responsibility of the party when the ditch is dug deeper than the culvert.

Chairman Cashman responded that the cost of making the easement drain is part of the project. But the property owner is responsible for the cost of getting their property to drain to the easement. Cashman explained that in Phase II, CQM will spell out which culverts need to be replaced and which will be included in the cost of the project.

Kevin Derenne, 3950 Seven Oaks Drive, worked for the DOT and indicated that the DOT used a temporary limited easement to make minor improvements outside of the right of the way. This temporary limited easement would then terminate after project was completed. Derenne also mentioned that when the DOT worked on a project, they would replace whatever was being reconstructed with the same kind of material. Chairman Cashman indicated that this issue would be something that would need to be discussed and worked out with CQM.

Charles Martin, 3729 Hickory Ridge Drive, expressed concern about a piece of adjoining land to his property that was intended to serve as a natural drainage. He indicated that the property no longer drains. Chairman Cashman stated that Task I of the proposal should located this type of issue.

Kory Derenne, 3943 Stonewall Drive, questioned the timeline of the project. Chairman Cashman reiterated the timeline that CQM had set forth in its proposal.

Supervisor Schwalbach asked Ambrosius whether the DNR will require stormwater control. Ambrosius stated yes, probably.

Motion by Chairman Cashman to return to regular order of business; seconded by Supervisor Schwalbach.  
Motion approved unanimously by voice vote.

Chairman Cashman requested that CQM provide an estimate of costs for oversight of the project on a part-time basis prior to the next Town Board meeting.

Supervisor Schwalbach requested that CQM seek quotes from other consultants for Phase I of the proposal and provide those new estimates prior to next Town Board meeting.

Motion by Chairman Cashman to table this item until Tuesday, September 2, 2014; seconded by Supervisor Schwalbach. Motion carried unanimously by voice vote.

**Proposals from K. Kelly, LLC., Sinkler Heating & Cooling, LLC, Healthy Home Heating & Cooling, LLC, J&D Heating and Cooling, LLC, Hurckman Heating & Cooling, Inc., and Robinson Heating & Cooling, to replace air conditioner in town hall**

Clerk Charette explained that when the air conditioners were being maintained last year, the vendor found a leak in the solder joint in the line and in the compressor coil. Charette explained that the cost of repairing the air conditioner was almost as much as replacing it. Charette obtained proposals from six vendors to replace the air conditioner and provided copies of those proposals to the Board members.

Supervisor Van Vonderen questioned why there are two separate air and heating systems for the town hall. Russ Van Den Elzen, Healthy Home Heating, explained that when the building specifications were created the engineers looked at a number of different factors including load capacity, square footage, and insulation value that determined what was needed for the town hall. Van Vonderen inquired whether other options are available to serve the needs of the business office and the town hall. Van Den Elzen indicated that a ductless split could be installed to separately serve the business office. He estimated the cost at \$3500.00

Van Den Elzen explained that his quote for a Coleman air conditioner is made by York. His quote for an Everest air conditioner is made by Amana.

Discussion was had on locating the blue prints for the town hall and determining the exact cooling load for the town hall prior to making any decisions on air conditioner proposals.

M/M by Chairman Cashman to table this item; seconded by Supervisor Van Vonderen. Motion approved unanimously by voice vote.

### **Brown County Municipal Recycling Agreement Amendment V**

Treasurer Van Dyck explained that this amendment to the agreement with Brown County is required in order for the Town to obtain its recycling grant.

M/M by Chairman Cashman to approve Amendment V of the Brown County Recycling Agreement; seconded by Supervisor Schwalbach. Motion carried unanimously by voice vote. Chairman Cashman and Treasurer Van Dyck signed the agreement on behalf of the Town.

### **Request from Barb Zambon and Rockland crafters to use Rockland Town Hall for Craft Sale**

Clerk Charette provided a request from Barb Zambon to use the town hall at no charge for the Rockland Craft Sale on Friday, October 9, 2014 and Saturday, October 10, 2014.

Motion by Supervisor Van Vonderen to waive the town hall rental fee for the Rockland Craft Sale; seconded by Supervisor Schwalbach. Motion carried unanimously by voice vote.

### **Building/Zoning Report-**

None.

### **Chairman's Report**

Chairman Cashman received a complaint from a resident stating that a farmer was still hauling manure at 9:30 p.m. on Saturday night.

### **Planning Commission Report**

Supervisor Van Vonderen provided a copy of a draft of the minutes from the August 13, 2014 meeting which included a summary of the Robert and Susan CSM and rezoning recommendation.

Supervisor Van Vonderen reported that the Planning Commission will review a draft of the Agri-Business ordinance at its September 9, 2014 meeting.

Randy Hansen requested that the Town place signs at its south and north boundaries noting entry into the Town of Rockland.

Upcoming Planning Commission meetings: Thursday, August 26th (review of Comprehensive Plan chapters), Tuesday, September 9th and Tuesday, October 7 (regular Planning Commission meetings).

**Wind Siting Report**

Supervisor Schwalbach is reviewing a draft of the wind siting report for September. He is meeting with Governor Walker on Thursday.

**Announcements and Correspondence-**

Clerk Charette distributed the following to the Board: 2014 Equalized Value report; estimated population count from DOA; Bridge Funds statement through July 31, 2014; DOT Stakeholder Meeting on August 20, 2014.

**Items for future meetings-** Zeamer public hearing, transfer of bridge funds from Brown County, Agri-Business ordinance, Budget Workshop rescheduled to Wednesday, October 29th at 6:00 p.m.

**Public comment-**

Steve Gander, 5584 CTH W, reported that he receives frequent traffic near his home and the noise is not bad. Terry Vertz, 4312 CTH PP, indicated that he has not heard any jake breaking this summer.

**Cash Flow Analysis-August**

Clerk Charette provided a copy of the cash flow analysis to each Board member and the Treasurer.

**Approval of Voucher in Payment of Bills**

Clerk Charette provided the Voucher to the Board.

M/M by Chairman Cashman to approve the Voucher totaling \$8,951.32, one online payment and no voided checks, and checks 8651 through 8655; seconded by Supervisor Van Vonderen. Motion carried by voice vote.

**Adjournment**

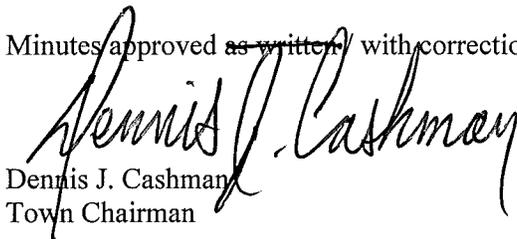
M/M by Chairman Cashman to adjourn the meeting at 9:06 p.m.; seconded by Supervisor Van Vonderen. Motion carried by voice vote.

All minutes have been taken truthfully and honestly and to the best of my knowledge and ability.



Jann B. Charette,  
Town Clerk

Minutes approved ~~as written~~ with corrections (**strike one**) by the Town Board on Monday, September 15, 2014.



Dennis J. Cashman  
Town Chairman