

Town Board Meeting Minutes
Monday, June 1, 2015 at the Rockland Town Hall
Called to order by Chairman Cashman at 7:30 p.m.
Adjourned at 9:10 p.m.

The Clerk, Treasurer, and all Board members were present along with Bob Gerbers and Terry Vertz. Clerk Charette verified that the meeting was properly noticed; the agenda was presented after the pledge of allegiance was recited.

Minutes from May 18, 2015, Town Board meeting

M/M by Chairman Cashman to approve the minutes from the May 18, 2015, Town Board meeting as presented; seconded by Supervisor Van Vonderen. Motion carried by voice vote.

Minutes from May 20, 2015, Town Board meeting

M/M by Supervisor Lasee to approve the minutes from the May 20, 2015, Town Board meeting as presented; seconded by Chairman Cashman. Motion carried by voice vote.

Minutes from May 26, 2015, Town Board meeting

M/M by Chairman Cashman to approve the minutes from the May 26, 2015, Town Board meeting as presented; seconded by Supervisor Van Vonderen. Motion carried by voice vote.

Renewal of Northeast Asphalt Quarry Permit- Tower Road

Supervisor Van Vonderen read the draft of the minutes from the May 14, 2015, Planning Commission meeting, whereby the Planning Commission visited the quarry site, made findings, and recommended certain conditions be met. The draft minutes are hereby incorporated herein by reference.

Chairman Cashman noted that no complaints have been received regarding the quarry in the past year.

M/M by Supervisor Lasee to approve the Northeast Asphalt Quarry renewal application with the conditions recommended by the Planning Commission; seconded by Supervisor Van Vonderen. Motion carried by voice vote.

Renewal of Northeast Asphalt Blasting Permit- Tower Road

Supervisor Van Vonderen read the draft of the minutes from the May 14, 2015, Planning Commission which are hereby incorporated herein.

Chairman Cashman noted that no complaints have been received regarding blasting at the quarry in the past year. Bob Gerbers reported that there was one incident of blasting having occurred prior to the scheduled time but that issue was taken care of and not repeated again.

M/M by Chairman Cashman to approve Northeast Asphalt Blasting renewal application with the conditions recommended by the Planning Commission; seconded by Supervisor Van Vonderen. Motion carried by voice vote.

Developer's agreement for Cashman Drive reconstruction, cul-de-sac construction and culvert work

All the landowners involved in the Cashman Drive project received a copy of the Developer's Agreement prior to the meeting. After reviewing the agreement, Holly and Gary Lewis, and Tom and Connie Soderlund, signed the Developer's Agreement prior to the Town Board meeting. The Schumachers and Ariens signed the agreement at the meeting. Clerk Charette will mail the Developer's Agreement to David Marx and his nieces to obtain their signatures.

Clerk Charette explained that an Exhibit A, the recorded CSM, will be attached to the agreement and that the Town will need copies of the quit claim deeds denoting the land transfers between the Marx' and Schumachers and the Schumachers and Lewis and Ariens as set forth in the conditions of the CSM adopted by the Town Board.

M/M by Chairman Cashman to accept the Developer's Agreement as signed; seconded by Supervisor Lasee.
Motion carried by voice vote.

Class B (combination beer and liquor- on premises) license renewal application received from De Pere Sportsmen's Club, 3623 Club Drive, De Pere, Wisconsin for 2015-16

Chairman Cashman announced that a public hearing had taken place at 7:00 p.m. tonight on the three renewal applications. None of the applicants or members of the public appeared. Clerk Charette stated that she had conducted a background check on three of the four officers for De Pere Sportsmen's Club. She also requested a list of violations or citations from the Sheriff's Department that may have been issued on the establishment over the past year. Clerk Charette also verified that the applicant had a valid seller's permit. Clerk Charette reported that: 1) none of the officers from De Pere Sportsmen's Club had a criminal history; 2) there were no violations or citations issued on the establishment; and 3) the seller's permit was currently valid. Clerk Charette recommended that the Board renew the Class B license for De Pere Sportsmen's Club, for the period of July 1, 2015 through June 30, 2016.

M/M by Chairman Cashman to renew the Class B combination Beer & Liquor Licenses- On Premises- for De Pere Sportsmen's Club for the period July 1, 2015 through June 30, 2016; seconded by Supervisor Lasee.
Motion carried unanimously by voice vote.

Class B (combination beer and liquor- on premises) license renewal application received from Club 57, LLC, doing business as Just Stop In, 5316 Highway 57, De Pere, Wisconsin for 2015-16

Clerk Charette stated that she had conducted a background check on Tami Just, the owner of Just Stop In. She also requested a list of violations or citations from the Sheriff's Department that may have been issued on the establishment over the past year. Clerk Charette also verified that the applicant had a valid seller's permit. Clerk Charette reported that: 1) the owner had no criminal history; 2) there were no violations or citations issued on the establishment; and 3) the seller's permit was currently valid. Clerk Charette recommended that the Board renew the Class B license for Club 57, Inc, (doing business as Just Stop In), for the period of July 1, 2015 through June 30, 2016.

M/M by Supervisor Lasee to renew the Class B combination Beer & Liquor Licenses- On Premises- for Club 57, doing business as Just Stop In for the period July 1, 2015 through June 30, 2016; seconded by Chairman Cashman. Motion carried by voice vote.

Class A (liquor only- off premises) license renewal application received from Scray's Cheese, 2082 Old Martin Road, De Pere, Wisconsin, for 2015-16

Clerk Charette stated that she had conducted a background check on James Scray, the owner of Scray's Cheese. She also requested a list of violations or citations from the Sheriff's Department that may have been issued on the establishment over the past year. Clerk Charette also verified that the applicant had a valid seller's permit. Clerk Charette reported that 1) the owner had no criminal history; 2) there were no violations or citations issued on any the establishment; and 3) the seller's permit was currently valid. Clerk Charette recommended that the Board renew the Class A license for Scray's Cheese for the period of July 1, 2015 through June 30, 2016.

M/M by Supervisor Lasee to renew the Class A- Liquor Only License- Off Premises for Scray's Cheese for the period July 1, 2015 through June 30, 2015; seconded by Supervisor Van Vonderen. Motion carried by voice vote.

Beverage Operator License Applications for 2015-17

Clerk Charette provided a list of the twenty beverage server applications received. The list is hereby incorporated by reference. Chairman Cashman read the names of the applicants and noted the two applicants who are new. Clerk Charette indicated that background checks have been conducted on each of the applicants. No significant criminal history was reported. Clerk Charette recommended that these applicants be approved for an operator's license for the period of July 2, 2015 through June 30, 2017.

M/M by Chairman Cashman to approve the twenty beverage server license applications for the period of July 1, 2015 through June 30, 2017; seconded by Supervisor Van Vonderen. Motion carried by voice vote.

Revisions to Permit Fee Schedule & Developer Deposit Schedule

A revised Permit Fee Schedule and Developer's Schedule was provided to the Board members. Bob Gerbers explained that the request to increase the fees are due to the change in location of the documents, and an increase in administrative costs and supplies. The information on all parcels is now kept in the town hall. Gerbers further explained that some of the inspections are requiring more trips and expenses due to the type of project and size of the project.

Discussion was had on whether the \$10.00 Inspection Fee for residential borings was enough to cover the Building Inspector's costs. It was recommended that it be increased to \$20.00.

M/M by Supervisor Van Vonderen to approve the revised Permit Fee Schedule and Developer Deposit Schedule and to increase the Residential Boring Inspection Fee for utility permits to \$20.00; seconded by Chairman Cashman. Motion carried by voice vote.

Revisions to Miscellaneous Fee Schedule

A revised Miscellaneous Fee Schedule was provided to the Board members which included an increase in the fee for letter of specials and publications. The revised scheduled also included a fee for a land use permit and late dog registrations.

Clerk Charette noted that the late charge for dogs is statutorily required. Treasurer Van Dyck inquired how she should collect for a late fee on a new dog. Chairman Cashman stated the late charge would not be applicable in that situation.

Supervisor Lasee stated that the \$200.00 charge for the land use permit is excessive.

M/M by Supervisor Lasee to charge \$100 for the land use permit. The motion did not receive a second and died on the floor.

Discussion was had on when the land use permit would be required. Gerbers explained that if land splits have been approved by the Town and the County, they will not need a land use permit. Gerbers indicated that the land splits the Town will be reviewing are those that do not meet the Town's ordinances and have not yet been approved by the Board. The land use permit will ensure that the division is done correctly and in accordance with the Town's ordinances. Gerbers explained why \$100.00 for the permit is not enough to cover inspection costs on these types of projects.

M/M by Supervisor Van Vonderen to approve the revised Miscellaneous Fee Schedule including the new \$200.00 fee for the Land Use Permit; seconded by Chairman Cashman. Motion carried.

Contract renewal with Brown County for Statewide Voter Registration System (SVRS) services

Clerk Charette explained that the Town currently uses Brown County Clerk staff to report election data to the state. The cost for doing so is \$.30/resident or approximately \$525.00 per election. Clerk Charette explained that the other option would be for her to be trained to use the SVRS system and not utilize the services the County Clerk provides.

M/M by Chairman Cashman to approve the SVRS contract with Brown County for the 2016-17 election; seconded by Supervisor Lasee. Motion carried by voice vote.

Building/Zoning Report

Bob Gerbers provided a copy of the May building report to the Board. Gerbers noted that five permits were issued for 1) an addition to a heifer barn, 2) a new storage shed, 3) a new single family home, 4) new electrical service and 5) a new sign for the De Pere Sportsman's Club. Gerbers also reported that Thompson Homes has a security deposit on account for the home they finished on Nickel Ledge. Gerbers reported that the \$1,000 security deposit will be transferred from that home to the new home being constructed at 3078 CTH OO. The total permit fees received in May were \$1,340.00 along with the \$1,000 new home security deposit received from Meeuwesen for the construction of the new storage shed. Gerbers reported that Meeuwesen is going to put a breaker run in the ditch to get concrete in for the storage shed. Gerbers informed Meeuwesen that he needs to restore the ditch to its original condition when the project is complete.

Gerbers spoke with Brown County regarding the violation letter sent to the owners of Parcel R-66-2 regarding the building of a storage shed in the shoreland area. Clerk Charette reported that Jing Gao, one of the owners, stopped by this morning. Jing Gao is meeting with Brown County staff on her property tomorrow morning to apply for the shoreland permit.

Gerbers also reported that there are driveways/culverts installed on Old Military. None of these have obtained the proper permits. Gerbers also is concerned because the culverts are made of plastic and do not have endwalls on them.

Chairman's Report

Chairman Cashman reported that Scott has finished the wedging. Chip sealing is expected to be done the week of June 15th.

Chairman Cashman also reported that he received a report of a sinkhole on Ledge Crest Road. Carter Trucking filled the hole this morning.

Supervisor Lasee reported receiving a call from a resident regarding a pothole on Meadow Ledge Court. Lasee stated that he discussed the issue with Greg Goodhue from Scott Construction and they will fill the pothole when they are out chip sealing that road.

Scott Construction will also wedge an area on the north side of Old Martin Road. Carter will then add gravel to that area to widen it.

Chairman Cashman reported that the shoulders for Shirley Road will be worked on this week.

Planning Commission Report/Comprehensive Planning Update

Supervisor Van Vonderen reported that a Planning Commission meeting is scheduled for June 17, 2015. The Commission will be working on ordinance work at that meeting.

Treasurer's Report

Treasurer Van Dyck provided a written report to the Board. She noted that the interest income is up for the year. Additionally, town hall rentals, dog licenses, and letter of no specials are doing well. Van Dyck also reported that there will no changes in recycling prices for May or June.

M/M by Chairman Cashman to accept the Treasurer's report as presented; seconded by Supervisor Van Vonderen. Motion carried by voice vote.

Announcements and Distribution of Correspondence-

Chairman Cashman distributed a copy of the Brown County Planning Commission agenda and minutes to the Board. Clerk Charette announced that she attended an electronic poll book seminar hosted by the Brown County Clerk. She informed the Board that legislative changes will need to be made before these poll books can be used but that many of our neighboring states are already using these types of poll books. Treasurer Van Dyck reported that recycling does not accept and that the recycling center is considering returning or rejecting loads that have contaminated items in them. Van Dyck also reported that the Brown County Recycling is having an Open House on June 13th and the public is invited to attend.

Items for future meetings- Cashman Drive cul-de-sac; Hickory Ridge; Leick CUP renewal;

Public comment-

Terry Vertz questioned whether the Greenleaf Fire Department gave notice to the Board about the fire drill practice they had on a property located in the Town of Rockland. Vertz reported that it took 35 minutes to set up because the driveway was so long.

Voucher in Payment of Bills

Clerk Charette provided the Voucher in Payment of bills to the Board.

M/M by Chairman Cashman to approve checks #9013-#9031 for a total of \$21,388.02 with no voided checks and no online payments; seconded by Supervisor Lasee. Motion carried unanimously by voice vote.

Adjournment

M/M by Chairman Cashman to adjourn the meeting at 9:10 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, Clerk

Minutes approved as written / with corrections (**strike one**) by the Town Board on Monday, June 15, 2015.

Dennis J. Cashman, Chairman