

**Town Board Meeting Minutes**  
**Monday, January 4, 2016 at the Rockland Town Hall**  
**Called to order by Chairman Cashman at 7:36 p.m.**  
**Adjourned at 8:47 p.m.**

The Clerk, Treasurer, Chairman Cashman and Supervisor Van Vonderen were present along with other members of the public. Supervisor Lasee arrived at 8:35 p.m. Clerk Charette verified that the meeting was properly noticed; the agenda was presented after the pledge of allegiance was recited.

**Minutes from December 7, 2015, Town Board meeting**

M/M by Supervisor Van Vonderen to approve the minutes from December 7, 2015, Town Board meeting as presented; seconded by Chairman Cashman. Motion carried.

**Amendment to Resolution #2015-06 authorizing the borrowing of monies from Greenleaf Wayside Bank for the purpose of expenditures for roadway and/or drainage improvements in the Old Military Plat and Old Military 1st Addition Plat (also referred to as Hickory Ridge Area Project)**

Clerk Charette provided the Board and the Treasurer with a packet of loan documents drafted by Greenleaf Wayside Bank and reviewed by Attorney Andy Rossmessel. Resolution #2015-06 was approved by the Board on November 2, 2015. Charette explained that the date of the promissory note on Resolution #2015-06 was incorrectly stated. The revisions to Resolution #2015-06 amend the January 5, 2016, date to January 4, 2016 in three places and note the original adoption date and revision date to Resolution #2015-06.

M/M by Supervisor Van Vonderen to revise the dates in Resolution #2015-06 to January 4, 2016, as proposed; seconded by Chairman Cashman. Roll Call Vote: Chairman Cashman- aye; Supervisor Van Vonderen – aye; Supervisor Lasee- aye. Motion carried.

**Authorization of term credit agreement, supporting documents, and promissory note for \$325,000.00 with Greenleaf Wayside Bank for roadway and/or drainage improvements in the Old Military Plat and Old Military 1st Addition Plat (also referred to as the Hickory Ridge Area Project)**

Clerk Charette provided copies of the term credit agreement, supporting documents, and promissory note to the Board and Treasurer. She noted that the term of the loan is for 10 years at 2.75% with monthly payments of \$3,101.77 commencing on February 8, 2016.

M/M by Supervisor Van Vonderen to accept the term credit agreement, supporting documents and promissory note for \$325,000.00 with Greenleaf Wayside Bank for roadway and/or drainage improvements; seconded by Chairman Cashman. Roll Call Vote: Chairman Cashman- aye; Supervisor Van Vonderen – aye; Supervisor Lasee- aye. Motion carried.

**2015 Wisconsin Act 79 allowing the posting of legal notices on the Town's website and one other public place**

Clerk Charette provided a copy of 2015 Wisconsin Act 79 which allows the Town to post notices on the Town's website and one other public place. Currently, the Clerk posts notices at three separate locations in the Town. Discussion was had by the Board on whether to post notices in accordance with this new law and how to notify the public of this change. It was recommended that a formal resolution be adopted and that the transition gradually occur by June 2016.

M/M by Supervisor Van Vonderen to adopt a resolution wherein legal notices by the Town be posted at the Rockland Town Hall and the Town of Rockland website; seconded by Chairman Cashman. Motion carried.

## **Building/Zoning Report**

Bob Gerbers reported that there were six permits taken out in December which included: 1) the construction of a hay storage shed, 2) an electrical service change, 3) a new electrical service, 4) construction of a horse shelter, 5) a demolition of a home and 6) a basement remodel. Total permit fees collected were \$1,025.00 of which \$875.00 was paid to Gerbers for inspections.

Gerbers informed the Board that he and Clerk Charette met with Aaron Schuette to review the current zoning map. Based upon that meeting, Gerbers provided a worksheet and revised zoning map noting a list of parcels that should be rezoned to bring them into compliance with the Town's zoning. Gerbers indicated that this list will be considered by the Planning Commission next Tuesday night. Gerbers informed the Board that the additional four parcels noted on the bottom of the worksheet can be brought into compliance with the Town's zoning when Brown County revises their Farmland Preservation Plan later this year.

Gerbers informed the Board that Kurt Kohlmann submitted a request to have a Plat of Survey considered by the Planning Commission. The total acreage in the proposed Plat of Survey includes the right of way.

Gerbers submitted a 2016 Winter Codes Update registration form. The Board directed the Clerk to pay for these training sessions out of the general fund.

## **Chairman's Report**

Chairman Cashman stated that he received about a handful of calls after the snowstorm last week. The calls consisted primarily of a few cul-de-sacs that were missed. Chairman Cashman met with Wayne Carter to discuss these issues. Carter Trucking committed two trucks to the Town's roads which began about 2 a.m. Cashman explained that a mailbox was hit on Old Military Road. If the snow hits the mailbox and causes damage, the Town and Contractor are not liable.

Discussion was had on whether the usage of salt should be noted on the invoices or just the state inventory form. Chairman Cashman asked if salt is being used that the amount be recorded on each invoice.

Cashman also noted that he received a complaint from a resident regarding the increase in taxes. Cashman explained that the Town did not raise taxes this year and the increase must have resulted from the other entities listed on the tax bill.

## **Planning Commission Report**

Supervisor Van Vonderen stated that the Planning Commission will meet on January 12, 2016 at 7:00 p.m. Van Vonderen contacted Dustin Wolf, a Planner with Mead and Hunt, to discuss meeting with the Town Board. She will ask him to appear in closed session at the end of the Board meeting on January 18, 2016.

## **Treasurer's Report**

Treasurer Van Dyck provided a copy of her report to the Board. She noted that the Town received more miscellaneous revenue than expected in 2015. Van Dyck further explained that the Specials account was reduced by \$1,423.77 to cover the additional garbage/recycling expenses in 2015.

She informed the Board that she deposited the excess sales tax revenue check into the Capital Improvement Account. The Board requested that this amount be deposited into a separate account.

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

**Announcements and Distribution of Correspondence-**

Clerk Charette provided the following to the Board: 1) the agenda for the January 28, 2016, Brown County WTA District Meeting; 2) the 2016 WTA District Meeting Registration Form & Dates; 3) the Notice from Brown County Planning regarding Glenmore's Comprehensive Plan Update; 4) a copy of an e-mail from Paul Fontecchio regarding the CTH ZZ Traffic & Design Study; 5) the De Pere City Council Agenda for January 5, 2016; and 6) Farm Bureau report.

**Items for future meetings-** Planner Interview, Resolution regarding posting of notices

**Public comment-**

Jim Pacque asked whether the columns in his front yard that hold his street address would be suffice versus having to have a fire address sign. Chairman Cashman noted that the columns are not reflective. Pacque opined that people should be accountable to provide correct fire address signs on their mailboxes. Supervisor Van Vonderen noted that some of the mailboxes are across from the residence itself. Pacque mentioned that possibly the stadium tax district refund money should be used to purchase GPS devices for our fire departments.

Bob Gerbers stated that since 2011, building permits have been increasing. In 2015, there were 64 permits issues which included 12 new homes.

**Voucher in Payment of Bills**

Clerk Charette provided the Voucher in Payment of bills to the Board. Treasurer Van Dyck mentioned that four checks will need to be written prior to the next meeting to disburse January tax settlements to Brown County, De Pere School District, Wrightstown School District and NWTC. Clerk Charette will include these checks in the next voucher.

M/M by Chairman Cashman to approve checks #9265-9281 for a total of \$18,697.64 with no voided checks and no online payments; seconded by Supervisor Van Vonderen. Motion carried.

**Adjournment**

M/M by Chairman Cashman to adjourn the meeting at 8:47 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, January 18, 2016.

Dennis J. Cashman  
Town Chairman