

4132

**VILLAGE OF STOCKBRIDGE BOARD OF TRUSTEES
REGULAR APRIL MEETING
APRIL 2, 2019 – 6:00 P.M.
VILLAGE OFFICE – 116 SOUTH MILITARY**

Meeting called to order by President Amy Zahringer. Present are Trustees Dean Bornemann, Tim Lemke, Tammy Mackai, Marilyn Behnke and Ty Bodden. Also present for the meeting was Nathan Bowe, resident and Todd Thiel, property owner.

AGENDA: Verification of open meeting law postings and **motion** to approve the April amended agenda by Behnke, seconded by Bornemann. M/C.

MINUTES: Zahringer stated that the minutes from the March Regular Board meeting had been distributed. **Motion** to approve the March Regular Board meeting minutes by Bodden, seconded by Bornemann. M/C.

TREASURERS REPORT: The monthly printed report for the month of March was submitted by the Treasurer showing a General Account beginning balance of \$57,935.74 and monthly receipts of \$1,460.00. There was a transfer from Money Market to Savings to cover the check for the air paks in the amount of \$99,000. The March check disbursement amount was \$154,586.90 leaving a savings account balance of \$3,808.84. Of that amount, \$50,732.03 is accounted for the Fireman Legion Park fund and the balance of \$-46,923.19 in the treasurer's savings account.

The money market account had a beginning balance of \$578,220.82 and an interest posting of \$239.59 and the noted transfer in the amount of \$99,000 from money market to savings, leaves a money market balance of \$479,460.41.

The Board also reviewed the monthly receipt register and a month end trial balance report. **Motion** to approve the March treasurers report by Bornemann, seconded by Zickuhr. M/C.

PUBLIC COMMENTS/QUESTIONS: No comments

BUILDING INSPECTOR/ZONING CODE ADMINISTRATOR REPORT & ISSUES:

a.) Parcel #14487 – concept drawing, road installation for future home update

Todd Thiel was present to explain that he has done some research to find out how the dedicated road history came about. Presented a document showing some future parcel developments from the previous owner, Rohn, concept drawing. Thiel reported that he would still respect the original concept, but at that this time would prefer to place private home with no immediate thoughts of developing.

Thiel commented that he realizes that the Village would still have easements and access to utilities underneath. Thiel sought legal counsel because the current language on the CSM describes the potential future road a public way. Thiel explained that he feels it would be odd to have people walking and/or driving past his home as it would be deemed a public way, according to the current language.

Thiel reiterated that the current language in the attached CSM indicates Public Way and is looking to have his attorney draft a legal document that would eliminate the term Public Way for the reasons stated above and replace it with Village Utility Easement.

Board members posed the following questions regarding the Thiel concept drawing in which a personal driveway is to be extended from Lake Breeze Drive versus a road with a cul de sac.

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1. What if Thiel concretes the driveway and the Village needs to tear it up to access any Village utilities that may be underneath, how would you react. He responded that he gives full consent to do what is necessary to access those utilities and will pay to have the driveway restored after the repairs are made.
2. What about garbage/recycling collection? Thiel's response is that all garbage/recycling would be placed at the end of his driveway, near the current cul de sac so no garbage truck would be expected to enter his driveway and expected to turn around.
3. What about current or future youth residing at the home and they needing bus pick up? Thiel responded that the youth would walk to the end of Lake Breeze drive and enter/exit the bus at the current cul de sac.
4. Thiel stated that he would be responsible for maintenance of that driveway, including now removal.
5. The Village Utility Commission will convene with the Utility Clerk/MCO to discuss pressure and length of main extensions and laterals, etc. so that those details can be shared with Thiel.

Zahringer reported that our legal counsel is out for one week, but that we will forward the original concept drawing, along with the new documentation and proposal for him to review and to give his legal opinion of what can and cannot be done. Zahringer stressed that the Village needs to protect the existing utilities that run from Lake Breeze Drive to St. Catherine's Bay Road.

Zahringer reported that she and the Utility Commission would also discuss any potential concerns related to home placement on Parcel #14487, regarding item #5 listed above.

Thiel replied that he would have his attorney draft a document that could be reviewed by the Village Board and the Village attorney for approval.

Clerk brought up a few additional points that had been mentioned during phone conversations with Thiel. Thiel acknowledges that RR2 is the zoning classification along the shore line and notes the current A1 zoning on the balance of his Parcel #14487. Ideally, he would like to build an accessory structure that would be allowed to him via A1 zoning clarifications (4,200 square feet), while the home would follow the clarifications in RR2 zoning. The Board replied that would need to be reviewed by the Zoning Code Administration and legal counsel.

Clerk also stressed that principal use building (home), must precede the construction of accessory structure per Code.

Before moving on to the remainder of items under Building Inspector/Zoning Code Administrator, Zahringer reported that she spoke to Birschbach, prior to the Village Board meeting and he indicated that he does not want to be the Code Administrator due to the amount of detail involved in the job. Birschbach reported to Zahringer that he doesn't have the time or the desire to dig into things and respond to inquiries with some type of written back up to include in files, as the Village wishes. His contract does obligate him to give a 60 day notice, so he is responsible to fulfill his contract until May 29th. The Village Board had a lengthy conversation on how to handle this vacancy, but in the meantime Tim Lemke and Amy are going to meet with Paul and go over all of our outstanding zoning related issues to follow through on those required decisions.

Birschbach wants to continue to be the building inspector. Lemke feels that a Personnel Committee meeting needs to have a meeting to discuss.

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- b.) 507 S. Military Road Property Maintenance Update – It was the consensus of the Village Board that in the absence of a zoning code administrator interim, that the Clerk should send another letter to the property owner and renters regarding the property maintenance concerns and regarding large item drop off on May 4th.
- c.) State of WI Commercial Construction Electrical Inspections Update – Lemke reported that he would take the material presented and run it by Suburban Electric for additional guidance, but it was the consensus of the Board that since Birschbach would subcontract the Commercial Electrical inspections out anyways, that the Village will have the State of WI perform the inspections. The Village will not have Birschbach involved.
- d.) Parcel #14506 & #14507 – interested buyer inquiry, commercial storage concept update. It was the consensus of the Board that an interested buyer cannot make application to have a parcel rezoned if they are not the owner of the property. A concept drawing would need to be provided by the prospective buyer before additional questions could be addressed.
- e.) Parcel #14695 – semi parking, potential garage addition update. Zahringer reported that she did discuss this with Birschbach and that he said the size of the proposed shed is OK, but the placement is still questionable. Zahringer indicated that she would follow through with Birschbach on this matter.
- f.) Parcels #14910 & #14911 – combination of lots, future rezoning consideration for new home & (2) steer consideration update. Clerk reported to the Board that the new owners (Goodman's) of these two parcels (#14911 & #14910) on Lakeshore Drive have come into the office and called with a variety of questions as they are hoping to break ground on their home yet this Spring. They currently own these two parcels that are 2.33 acres and 2.72 acres individually. Combined, it would be 5.05 acres. They would like to add fencing around the barn and (2) steers. They know that they would have to rezone to A1 and apply for a Conditional Use Permit to have that considered. I gave her a map of the parcels to use as a start for a concept drawing. I asked her to draw up where they want to place the house, fencing etc and to get that to Paul to review. This information was relayed to Paul March 20th.
- The Clerk also provided them both RR1 and A1 Zoning clarifications, the zoning map, rezoning application, newsletter and map to draw concept drawing.
- g.) Parcel #14904 – garage placement update. Zahringer indicated that she will work with the owner in regards to this matter.

VILLAGE UTILITIES:

- a.) Operations Update: Nothing to report.

VILLAGE LAW ENFORCEMENT: The Board reviewed the report.

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VILLAGE STREETS:

a.) Parcel #14474 Culvert Size/Water Abatement Concerns Update

Zickuhr reported that he has reviewed the Statutes and that he has been waiting for the owners of Parcel #14475 to inquire if they, as private property owners of the culvert that is furthest west, are willing to spend the money to enlarge their culvert. Zickuhr reported that if that owner is unwilling to enlarge their culvert, there is nothing that the Village can do. If the owner of Parcel #14475 is willing to increase their culver then the Village could increase the size of the culvert under the north/south St. Catherine's Bay Rd. Zickuhr will report back in May.

b.) WI DOT Year 20125/2026 (6) Culverts Replacement – Hwy 55. Clerk gave printed letter from the DOT to the Board and informed that that the Utility Commission was tasked with locating water and sewer mains, etc. and was given (7) days to complete.

c.) Guardrail improvements along Hwy 55 (east) creek bed update. Clerk reported that Mike Sabel from Calumet County Highway Department indicated that the DOT was going to put some rip rap through there and extend the guardrail. Sabel did inquire if the Village planned on dredging that creek and the Clerk reported that it was on the agenda, however, the Board would need to confirm if the Village would pursue a DNR dredging permit and assume the costs or if they would maintain that it is a private property issue and expense.

VILLAGE PARKS:

a.) Carousel Installation – fall protection update. Behnke reported that the Park Committee will determine placement and that due to the low stance of the equipment it was not required to have a certain amount of fall protection material according to her research.

b.) Spring/Summer Baseball Updates were given to Behnke to review if the Village needed to restore volleyball nets. Bornemann will contact a subcontractor to obtain a quote for lawn rolling of Recreation Park.

RECYCLING/GARBAGE COLLECTION & DISPOSAL: Bornemann reported that the brush pile at the yard waste site had become unmanageable over the winter. Clerk reported that she did ask PJ Schneider to push it back and compact it so that a yard waste dumpster could be delivered. There was a lengthy conversation regarding the best way to maintain this site and if the site should be closed due to abuse. Mackai will review if the pile had been pushed back, will order a yard waste dumpster due to the improved weather approaching and will contact the Fire Department regarding having the brush pile burned during a controlled burn. The Personnel Committee will need to meet regarding the potential for a part time public works employee and the Recycling Committee will need to meet to determine the future of the yard waste site.

SUBDIVISIONS: Nothing to report.

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VILLAGE LICENSES:

Operator's License – (1) new operator license

Liquor License Applications – Clerk reported that she has delivered all of the renewal packets to the liquor license holders this week and asked for the paperwork to be turned in with the appropriate fees by May 1st. The required publication will be in the paper prior to the June meeting and approvals will be on the June agenda.

Temporary Class B License packets will be sent out in April.

ECONOMIC DEVELOPMENT:

- a.) Mary Kohrell and Clerk will be meeting with a Developer as a result of the April 1st Economic Development meeting.
- b.) Stockbridge Mural Updates – Clerk explained how the mural steering committee and selection process was completed for the Chilton mural and the same method will be utilized for Stockbridge.

NEW BUSINESS:

1. WI DNR Dredging Rules and Permit Processes – Clerk provided all Board member with the email and supporting applications and documents related to getting DNR permits for dredging. Zahringer reported that all members should read the material and the Board needs to come to a consensus if the Village would pursue a DNR dredging permit and assume the costs or if they would maintain that it is a private property issue and expense.
2. April 2, 2019 Election results were given to each Board member.
3. Part Time Public Works Employee Consideration/Discussion – Clerk provided a draft of a job description and an excerpt from the March minutes in regards to insurance requirements for a part time employee. It was the consensus of the Board that the provided list would need to be amended to only include necessary street, building and grounds and public works duties. Lemke reported that after Zahringer appoints new committee members for 2019-2020, a Personnel Committee meeting would need to convene to finalize a job description.
4. Reminder that the Village Clerk will be on vacation 4/15-4/18.
5. Open Book is scheduled for April 30th from 4 p.m. – 6 p.m. and Board of Review is scheduled for May 20th from 5 p.m. – 7 p.m.
6. Reminder that Joint meeting is April 9th at 6:30 p.m. with Amy Zahringer presiding.
7. Bills: **Motion** to approve bills by Zickuhr, seconded by Mackai. M/C

Adjourn: **Motion** to adjourn by Bornemann, seconded by Zickuhr. M/C

DATED:
 April 8, 2019

Lisa Averkamp
 Village Clerk