

TOWN OF RIB MOUNTAIN

Regular Town Board Meeting

March 17, 2009

Chairman Allen Opall called the meeting of the Rib Mountain Town Board to order at 7:12 p.m. in the small meeting room at the Rib Mountain Municipal Center, 3700 North Mountain Road. Present: Supervisors James Legner, Frederick Schaefer and John Sybeldon. Excused: LeRoy Jonas.

Also present were Town Administrator Gaylene Rhoden, Fire Chief Paul Wirth, Building Inspector Daniel Dziadosz, Streets/Parks Superintendent Scott Schatschneider and Clerk/Treasurer Patricia Jahns.

On March 13, 2009 copies of the meeting notice were made available to the media, Town Board, Town Attorney and posted at the Rib Mountain Municipal Center.

Minutes: Motion by Legner/Sybeldon to approve the minutes of the 3/3/09 regular Town Board meeting. Questioned and carried 4:0.

Plan Commission Report & Recommendations – Docket 09-02: Living Color Design LLC conditional use request for a proposed indoor maintenance service with associated outdoor storage for a landscaping business at 4605 Lilac Avenue. The Plan Commission recommended approval for the conditional use request for Living Color Design, LLC for an indoor maintenance service with associated outdoor storage for a landscaping business with a driveway on the north side of the property not to exceed 70' with landscaped berms on each side.

Daniel reported the current business is adjacent to residential properties and has outgrown its present site. Business owner James Merritt conceded that the business has sprawled due to the physical constraints of the narrow triangular shaped lot and residents have complained. He plans to lease the Lokre site on the southeast corner of Morninglory and Lilac. He offered to paint that building in exchange for a month's lease payment. He plans to have neat piles of landscape materials, park vehicles in an organized fashion and screen the dumpster and recycling bin. The intent is not retail sales but he would have an occasional sale for a truckload of mulch or topsoil.

Motion by Schaefer/Legner to approve the conditional use subject to the Plan Commission recommendation. Questioned and carried 4:0.

Ordinance 09-01: Town of Rib Mountain requesting Modification of Rib Mountain Municipal Code Section 17.114 Wetland Overlay District – The Town Board approved the Plan Commission recommendation to modify RMMC 17.114 at its 3/3/09 meeting. Daniel noted the ordinance amendment includes bridges, pedestrian trails and walkways along with setbacks for structures. **Motion by Legner/Schaefer to adopt and approve Ordinance 09-01. Questioned and carried 4:0.**

Permanent Limited Easement for Storm Water Pond Constructed as Part of Trillium Lane Reconstruction – The Public Works Committee recommended approval of the permanent limited easement between Paul Szmanda and the Town of Rib Mountain for the Trillium pond subject to the recommendation of the Town’s engineer. Schaefer explained that the County made assumptions when it designed the pond. The Town needs to determine that the pond will meet Town drainage requirements and has directed the Town Engineer to review the calculations. Schaefer suggested the Town Attorney place verbiage on the easement that in the event the pond is not big enough to handle additional stormwater Szmanda will be allowed to change the pond but it must comply with all rules and regulations of the Town’s ordinance. This item will be placed on the next Town Board agenda.

AECOM Change Order Number 1: Consulting Agreement for Park Road Multi-Use Trail – This contract amendment for \$7,000 is for preliminary and final design along with construction related services for the Park Road Trail project. The project is funded with a 50:50 WisDNR grant. **Motion by Schaefer/Legner to approve AECOM’s Change Order No. 1 for the Park Road Multi-Use Trail. Questioned and carried 4:0.**

Robin Lane / Safe Routes to School Project – Scott Schatschneider reported the Town applied for a grant and indicated in the application there would be a 10 foot trail on Robin Lane. He and Dan met with property owner Al Limberg regarding a donation to the Robin Lane trail. Staff is waiting for a response.

Amend Resolution 08-15: Salaries and Wages – The Finance and Personnel Committee recommended a salary range of \$36,000 to \$39,000 or the hourly equivalent for the accountant replacement. The Park Commission plans to resurrect tennis lessons this summer but instructor wages were not included in the resolution. **Motion by Schaefer/Legner to approve the Finance & Personnel Committee recommendation for the Accounts Manager and \$9.50 per hour for the tennis instructors. Questioned and carried 4:0.**

Revised Job Descripton: Deputy Treasurer and Authorization to Advertise for Position Vacancy – Administrator Rhoden reviewed the proposed revised job description for the Deputy Treasurer position and asked for authorization to advertise to fill the position vacancy. The Finance & Personnel Committee

approved the job description, changed the position title and preferred to make the position salaried as it requires a degree. Attorney Toner is to clarify if the position is non-exempt. **Motion by Schaefer/Legner to approve the revised job description subject to Town Attorney input on salary or an equivalent hourly rate once Attorney Toner determines if the position is non-exempt. Questioned and carried 4:0.**

License Applications - **Motion by Schaefer/Sybeldon to approve operator licenses for Heidi M. Hoover, Jamie K. Kratwell, Jason E. Lowman, Christopher L. Sherwood and Dorothy M. Suttner. Questioned and carried 4:0.**

Attorney Toner will review the state statutes regarding one operator license application and contact Staff with details.

Forthcoming Events:

- Doepke Recreation Area Fund Raising Committee: None
- Walkable Community Committee: The Committee will meet on 3/19/09.
- Park Commission Report: Mary Kluz from the UW-Extension will facilitate a Park Commission meeting to help Commissioners identify objectives for the use of Doepke Park.
- Public Safety Committee Report: None
- Public Works Committee Report: The Committee met and discussed the cost of burying utilities on Rib Mountain Drive. The estimated cost is \$300,000-\$400,000 and this will be included in the Rib Mountain Drive construction cost with the caveat it could be cut from the project if it does not get included in the stimulus package. Other stimulus projects include the CTH NN bike trail all the way to Marathon, the 51/29 trail in 2010, WIFI, Morninglory pedestrian facility and grind and repave on Robin. The proposed Rib Mountain Inn trail did not get through to put on the WisDNR Master Plan.
- Finance & Personnel Committee Report: The Committee met earlier this meeting to discuss uncollectible accounts, the Fire Department purchase of a ventilator from donated funds and the job description for the accountant position.
- Town Chairman Report: None
- Town Supervisor Reports: None

- Town Administrator Report: Gaylene Rhoden filed a written report for the Board's review. She noted the Town is able to pursue a WisDNR Stewardship Grant for the trail on the back side of Doepke Park and announced she will be expanding her family.
- Town Attorney: Chris Toner will meet with Daniel to work on issues.
- Fire Chief Report: Paul Wirth provided his written report along with the run report. He noted Med-1 will be painted at a nominal cost.
- Building Inspector Report: Daniel Dziadosz submitted a written report for the Board's review.
- Streets/Parks Superintendent Scott Schatschneider submitted a written report for the Board's review. He apprised the Board of crew activities and public works projects. He reported the County's parcel of land across from the Public Safety Building is available if the Town would take over all maintenance of the CTH R trail. Staff will continue negotiations with County Highway Commissioner Griesbach for the parcel.
- Clerk/Treasurer Report: Patricia Jahns submitted a written report for the Board's review along with February bank balances and long term debt. Absentee ballots for the April 7 election are available in the Clerk's Office. She reminded the Board that the Annual Meeting is April 14 and one Board member must take Board of Review training this year, preferably before the second Monday in May. **Motion by Schaefer/Sybeldon to approve payment of checks 34741-34884. Questioned and carried 4:0.**
- Code Enforcement Officer: None

Public Comment Period – None

Adjourn - **Motion by Schaefer/Sybeldon to adjourn at 8:11 p.m. Questioned and carried 4:0.**

Patricia J. Jahns, MMC/WCPC/CMTW
Clerk/Treasurer