

# TOWN OF RIB MOUNTAIN

## *Regular Town Board Meeting*

*April 21, 2009*

Chairman Allen Opall called the meeting of the Rib Mountain Town Board to order at 7:02 p.m. at the Rib Mountain Municipal Center, 3700 North Mountain Road. Present were Supervisors Peter Kachel, James Legner, Frederick Schaefer and John Sybeldon.

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 April 17, 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/Schaefer to approve the minutes of the 4/7/09 regular and 3/31/09 special Town Board meetings. Questioned and carried 5:0.**

**Plan Commission Report & Recommendations - Docket 09-04: Henry J. Frodl** requesting a rezoning from Rural Agriculture to Estate Residential zoning at 6804 Red Bud Road. The Plan Commission recommended approval for the rezoning request of a five or six acre parcel from Rural Agriculture to Countryside Residential. The Plan Commission elected to only rezone the property surrounding the house. Dan explained the Plan Commission was sensitive to the property owner's needs but did not believe the area should be rezoned to Estate Residential due to the extent of mining on two adjacent parcels. **Motion by Schaefer/Legner to approve the Plan Commission recommendation Questioned and carried 5:0.**

***Docket 09-05: Ryan Burnett*** requesting private driveway approval for a rear parcel without frontage at 5105 South Mountain Road. This was addressed under the Public Works Committee Report & Recommendations later in the meeting.

**Change Order No. 1 Holster Construction for Public Safety Building Second Floor Completion** - S E H recommend approval of the change order for miscellaneous changes to the Public Safety Building second floor build out for a total of \$5,911. **Motion by Schaefer/Sybeldon to approve Change Order No. 1 from Holster Construction in the amount of \$5,911. Questioned and carried 5:0.**

Resolution 09-03: Stewardship Grant for Walking Trail at Doepke Recreation Area – **Motion by Schaefer/Legner to approve Resolution 09-03 for submittal of a grant application to the Wisconsin Department of Natural Resources for the hiking trail at Doepke Recreation Area. Questioned and carried 5:0.**

Doepke Park Shelter Rental Fees – The Stewardship grant program allows the Town to charge user fees for residents and non-residents. The grant allows the municipality to charge no more than one and one-half times the resident rate for non-residents. The current rate for non-residents is two times the resident fee. The Park Commission reviewed the rates and recommends the fees for non-residential be set at \$90 for rental, \$110 when heat is required, a \$60 deposit with \$150/\$170 due at time of rental. **Motion by Legner/Sybeldon to approve the revised fee schedule for non-resident and other non-profit organizations. Questioned and carried 5:0.**

Annual Appointments – **Motion by Schaefer/Sybeldon to approve one-year appointments for Assessor Greg Schmidt, Attorney Christopher Toner, Building Inspector Daniel Dziadosz, Clerk/Treasurer Patricia Jahns and Fire Chief/Fire Inspector Paul Wirth. Questioned and carried 5:0.**

Set Date for 2009 Board of Review – Chairman Opall set Monday, June 29, 2009, from 5:30 to 7:30 p.m. for the 2009 Board of Review.

Operator License Applications – **Motion by Schaefer/Legner to approve operator licenses for Travis M. Anderson, Jay D. Espeland, Peter J. Hale, Matthew J. Smith, Jared J. Sturtz, Jennifer J. Weiler and Breanne J. Zunker. Questioned and carried 5:0.**

Forthcoming Events:

- Doepke Recreation Area Fund Raising Committee: None
- Walkable Community Committee: The Bike Rodeo is set for Saturday, May 16, from 10 a.m. to 1:00 p.m. Bike/Walk to Work week is May 11-16.
- Park Commission Report: None
- Public Safety Committee Report: None
- Public Works Committee Report & Recommendations: Ryan Burnett plans to build a single family residence on the back lot off 5105 South Mountain Road. He requested approval from the Plan Commission to use a shared easement for access on Dogwood South. RMMC 18.08(5)(f) requires every lot to front on or abut a public street unless approved by recommendation of the Plan Commission. None of the adjacent property owners desire to build a public street at this time. The Plan Commission tabled the private

driveway request. Dan suggested the Town could receive three dedications to create a 66' right-of-way with a 125' cul-de-sac. This would allow Mr. Burnett to have an existing parcel of record on unimproved Town owned right-of-way and he would only need permission to access it via the private driveway agreement. Any further development will require street construction to Town specifications. The Public Works Committee recommended approval of Ryan Burnett's request for access on Dogwood South subject to the recommendations of Dan Dziadosz listed in his memo dated 4/10/09. **Motion by Schaefer/Sybeldon to approve the recommendation of the Public Works Committee. Questioned and carried 5:0.**

Supervisor Schaefer also reported that the Committee directed Bruce Gerland of AECOM to re-engineer Robin Lane in order to move forward with road and bike lane construction and to avoid having to buy any land for the Safe Routes to School project. Staff was given another option to obtain the County's remnant parcel on Hummingbird Road. Staff will investigate a joint refuse and recycling contract vs. going it alone.

- Finance & Personnel Committee Report: The Committee met at noon today and made the following recommendations to the Town Board:

There is approximately \$234,000 of undesignated fund balance that may be applied to one-time expenses. These items are catch up items that did not make it into the 2009 budget. The Committee recommended \$175,000 for a new ambulance; \$20,000 for a staff vehicle; \$5,200 for two park signs; \$4,200 for computer upgrades that include a new server at the Fire Department; \$12,000 for lighting replacement as recommended by the Focus on Energy audit; and \$10,000 for an outdoor sign at the Fire Department. The Town will do a request for proposals for an architectural design consultant for municipal center improvements. **Motion by Schaefer/Sybeldon to designate funds as recommended by the Finance & Personnel Committee. Questioned and carried 5:0.**

The Town occasionally receives a return of its worker compensation premium. The Committee recommended establishing an employee account with a maximum limit of \$5,000 to be used solely for employee gifts (births, deaths, retirements, etc.), lunch for departing employees and a holiday event. **Motion by Schaefer/Sybeldon to establish such an employee account with a maximum of \$5,000 with money from returns of worker compensation premiums. Questioned and carried 5:0.**

The Committee recommended revision of Sections 140 and 142 of the Employee Manual to reflect a probationary period and probationary pay for regular part-time employees. **Motion by Schaefer/Sybeldon to**

- Town Chairman Report: None
- Town Supervisor Reports: Supervisor Legner reported a sighting of a timber wolf chasing a deer near Nine Mile Recreation Area.

Supervisor Schaefer stated the Town needs a parking ordinance to address parking issues.

Chairman Opall welcomed Pete Kachel on Board. Pete gave a brief biography noting he was the engineer in Antigo when Paul was on its Fire Department but they never crossed paths.

- Town Administrator Report: Gaylene Rhoden filed a written report for the Board's review. She noted the Rib Mountain Business Association requested Town Board members attend its June 10 picnic at Doepke Park. Gaylene recognized Deputy Clerk Michelle Peter and Clerk/Treasurer Patricia Jahns for taking on extra work with payroll and accounts payable

which are not part of their typical duties.

- Town Attorney: None
- Fire Chief Report: Paul Wirth provided his written report along with the run report. He reported the Fire Department will be asking for permission to proceed with radio and defibrillator grants.
- 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. A street light petition on Pine Sisken is being referred to the Public Safety Committee. Scott will contact Public Service for the cost of installation.
- Clerk/Treasurer Report: Patricia Jahns submitted a written report for the Board's review along with March bank balances and long term debt. She will be attending a state Treasurers conference in Manitowoc next week. Governor Doyle proclaimed May 3-9 as Municipal Clerks Week. **Motion by Schaefer/Legner to approve payment of checks 34885-35024. Questioned and carried 5:0.**
- Code Enforcement Officer: None

Public Comment Period – None

Adjourn - Motion by Kachel/Legner to adjourn at 7:41 p.m. Questioned and carried 5:0.

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