

TOWN OF RIB MOUNTAIN
Regular Town Board Meeting
May 17, 2016

Chairman Allen Opall called the May 17, 2016 regular meeting of the Rib Mountain Town Board to order at 6:31 p.m. at the Rib Mountain Municipal Center, 3700 North Mountain Road, Wausau, WI. Supervisors present were Jim Legner, Gerry Klein, Pete Kachel and Fred Schaefer.

Also present were Administrator Gaylene Rhoden, Attorney Kevin Terry, Community Development Director Steve Kunst, Finance Director/Clerk Jessica Trautman, SAFER Representative Kelly Bechel, Street and Park Superintendent Scott Turner and Deputy Clerk Michelle Peter.

On May 13, 2016 copies of the meeting notice were made available to the media, Town Board, Town Attorney and posted at the Rib Mountain Municipal Center.

Comments from the Public Related to Town Board Agenda Items – None

Approve Minutes of 5/3/16 Regular Town Board And 4/12/16 Special SAFER Charter Meeting - Motion by Kachel/Legner to approve the minutes of the 5/3/2016 Regular Town Board and 4/12/2016 Special SAFER Charter meetings **Questioned and carried 5:0.**

2015 Audit Presentation – Karen Kerber, CPA, Kerber Rose – Karen Kerber thanked the Board for using her firm for last year’s audit. She summarized the Independent Auditor’s Report for the Town and explained the accounting implementation standards. She went over the Statement of Net Position and brought attention to the negative \$2,842, 053 net position of the Town. She drew attention to the Town’s Balance Sheet, the unassigned fund balance of \$1,077,102 is very healthy. She also reviewed the Town’s cash and investments and long term obligation summary.

Plan Commission – No Report.

Chairman’s Appointments:

- A. *Plan Commission – Jay Wittman and Laura McGucken* – Chairman Opall stated he would like to appoint Jay Wittman to the Plan Commission for the term of 4/2020 and reappoint Laura McGucken for the term of 4/2021. **Motion by Klein/Schaefer to approve the Chairman’s appointments of Laura McGucken and Jay Wittman to the Rib Mountain Plan Commission. Questioned and carried 5:0.**

- B. *Public Works, Public Safety and Finance & Personnel* – Chairman Opall noted that all Committee appointments would remain the same.

Annual Appointments RMMC 1.02:

- A. *Attorney* – Kevin Terry
- B. *Building Inspector* – Paul Kufahl
- C. *Clerk/Treasurer* – Jessica Trautman
- D. *Assessor* – Gregory Schmidt

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Motion by Schaefer/Legner to approve Kevin Terry; Town Attorney, Paul Kufahl; Building Inspector, Jessica Trautman; Clerk/Treasurer and Gregory Schmidt; Town Assessor. Questioned and carried 5:0.

Update on MS4 Storm Water Permit Renewal – Street Superintendent Turner stated as part of the Town’s MS2 Stormwater Permit, he provides an annual report and public notification is part of the permit requirements. The annual fee is \$500.

Approval of Rib Mountain Drive Phase II Relocation Order – Mr. Turner noted that Rib Mountain Drive Phase II will require right-of-way acquisition for sidewalk and vision triangles. Scott stated about 20 parcels will be affected in the reconstruction. He will be holding a public informational meeting and public hearing for the acquisition in late summer. **Motion by Schaefer/Kachel to approve the Relocation Order for Rib Mountain Drive Phase II subject to approval by Cedar Corporation. Questioned and carried 5; 0.**

Approval of Rib Mountain Drive II Acquisition Capability Statement – Street Superintendent Turner informed the Board as part of State and Federal requirements, a letter from the Town is required to summarize the consultant completing the work, reference to the relocation order and administrative procedures. Scott provided a copy of the letter for review. **Motion by Schaefer/Kachel to approve the Rib Mountain Drive Phase II Acquisition Capability Statement subject to approval by Cedar Corporation. Questioned and Carried 5:0.**

Approval of Resolution 16-08 Levy Special Charge for Culverts for Red Bud Rd, Parrot Ln and Oriole Ln – Scott Turner stated the 2016 Red Bud Rd and Parrot Ln road projects include installation of new driveway culverts to improve drainage flow. There will be some additional improvements made along Oriole Ln. Supervisor Klein asked Mr. Turner if he planned to hold an informational meeting with the affected residents. There was concern among the Town Board that the property owners would be getting a bill from the Town that they were not anticipating. After some discussion, it was decided to proceed with the Red Bud Rd culvert replacement, but notify affected residents on Parrot and Oriole Lanes prior to approving any special charges for that area. **Motion by Klein/Schaefer to change Resolution 16-08 to Levy Special Charges for Culverts for Red Bud Rd only and create a new resolution for Parrot and Oriole Lanes to be presented at the next Town Board meeting. Questioned and carried 4:1 with Supervisor Kachel opposing.**

Approval of State Municipal Agreement for Rib Mountain Dr Phase II HSIP Funding – Scott Turner noted in February the Town applied for the Highway Safety Improvement Program (HSIP) funding for traffic signal improvements. The funding would include all upgrades for traffic signal along Rib Mountain Drive from the HWY 51 ramps to North Mountain Road.

The Town has been awarded the HSIP grant. The total project cost is \$565,527 with 90% (\$508,984) being paid by the State and 10% (\$56,553) by the Town. **Motion by Schaefer/Kachel to approve the State Municipal Agreement for the HSIP funding for signal improvements on Rib Mountain Drive subject to attorney review. Questioned and carried 5:0.**

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Approval of Limited Services with Marathon County Sheriff's Department – Administrator Rhoden stated that Code Enforcement Officer Paul Hursh and she met with Lieutenant Dale Wisnewski and Deputy Chief Chad Billeb to discuss possibilities of the Town contracting for limited special patrol work. Gaylene felt the meeting was very optimistic. The group agreed the impending annual garage sale weekend would be an opportunity to address traffic concerns, parking and food sales. Gaylene suggested no more than \$500 be used to cover the garage sales event. The funding could be used from the Code Enforcement Officer's budget. She is also recommending that an additional \$2100 be set aside for the remainder of the year for additional patrolling in school zones and habitual speeding areas.

Supervisor Klein recommend that no more than eight hours be used for the rummage sales event. **Motion by Schaefer/ Legner to approve utilizing the Sheriff's Department for the south side rummage sale at a cost not to exceed \$500 with funds coming from the Code Enforcement Officer's budget and to utilize their services for the remainder of 2016 at a cost not to exceed \$2100 using Contingency. Questioned and carried 5:0.**

Approval of Operator License – Attorney Terry saw no problem with the applicants. **Motion by Schaefer/ Klein to approve the operator license for Haley Holewinski, Shawn Olm, Angela Pepowski, Michelle Stasney, Kim Tessmer and Nicholas Wolf. Questioned and carried 5:0.**

Reports Chairman – Chairman Opall noted the request from the DNR on a request for information for a new Department of Natural Resources Headquarters. Supervisor Klein noted this request could bring in potentially 50 new professionals to the community. The Board directed staff to draft a letter. Administrator Rhoden stated that Marathon County has interest in this request.

Town Board – Supervisor Klein noted he will be meeting this Friday with Highway Commissioner Griesbach and County Administrator Karger regarding the potential site for the dog park. Supervisor Legner noted the geese have returned and are nesting.

Other Agencies – SAFER Representative Bechel stated SAFER had responded to one small fire and department members will be attending several upcoming training sessions.

Town Attorney – Attorney Terry reported the “Wall” has been completed. He noted there could be an opinion difference on the word completed. He suggested the Board may want to consider a closed session to discuss further options.

Town Administrator – She provided a written report. Gaylene stated she will be meeting with the Wisconsin City Management group on May 31st.

Community Development Director – A written report included in tonight's packet. Steve said the Plan Commission will hold a meeting May 25th. Items up for discussion include a detached accessory building and concepts for chickens in residential areas.

Street-Parks Superintendent – Scott provided a detailed report. He noted Public Works has been busy preparing the Red Bud Rd site. It is National Public Works Week. He received a request to use Doepke Park for a hot air balloon training location.

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Finance Director/Clerk – A written report was provided. Jessica stated she provided a running tally of contingency funds and incorporated a new summary fund report. She hopes to add a bank summary soon.

Code Enforcement Officer – None

Park Commission – Commission met last week. There was discussion of a Disk Golf Course on the Domtar property. Scott noted that Rothschild may be requesting the Town to provide maintenance. A new kiosk will be installed at Rookery View Park.

Finance Personnel – Need to schedule a meeting soon.

Public Safety Committee – None

Public Works Committee – None

Bicycle/Ped Committee – A meeting is scheduled for this Thursday.

General Comments – None

Adjourn – **Motion by Kachel/Legner to adjourn at 7:38 p.m. Questioned and carried 5:0.**

Submitted by
Michelle Peter
Deputy Clerk

Note: These minutes are not to be considered official until acted upon at an upcoming regular meeting, therefore, they are subject to revision.