

TOWN OF RIB MOUNTAIN

Regular Town Board Meeting

October 20, 2009

Chairman Allen Opall called the meeting of the Rib Mountain Town Board to order at 7:00 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 Attorney Christopher Toner, Administrator Gaylene Rhoden, Fire Chief Paul Wirth, Building/Zoning Inspector Daniel Dziadosz, Streets/Parks Superintendent Scott Schatschneider and Clerk/Treasurer Patricia Jahns.

On October 16, 2009 copies of the meeting notice were made available to the media, Town Board, Town Attorney and posted at the Rib Mountain Municipal Center.

Bob Cooper, CEO for the Bone & Joint Clinic, presented a check in the amount of \$10,000 for the State Park Road multi-use trail. He stated that the trail will be a great addition to the Rib Mountain community.

Minutes: Motion by Sybeldon/Legner to approve the minutes of the 10/6/09 regular Town Board meeting. Questioned and carried 5:0.

Plan Commission Report & Recommendations – Docket 09-16: Larry and Sherry Hessen requesting a conditional use for the expansion of a detached accessory building for residential storage purposes at 611 East Lakeshore Drive per RMMC 17.056(8) (d) – Detached Private Residential Garage, Carport or Utility Shed. A total accessory building with proposed expansion is 1,392 square feet in a Suburban Residential-2 zoning district. The Plan Commission recommended approval of the conditional use request to expand a detached accessory building for residential storage purposes. Daniel Dziadosz noted the house was built on a strange angle and did not recommend any conditions for the approval.

Motion by Schaefer/Legner to approve the recommendation of the Plan Commission. Questioned and carried 5:0.

Daniel Dziadosz reported on a preliminary concept discussed with Dave Kjelstrom of CWE representing American International Development for a multi-family development at 2310-2400 Rib Mountain Drive. The Plan Commission received it positively and will be holding a public hearing on the concept of a phased development starting with multi-family in the rear followed by retail

development in the front of the parcel. The corner will still be available for additional development. The Board discussed additional services required by multi family development, i.e. fire, police, EMS, etc. The Board considered condominium ownership vs. rentals along with professional property management, quality construction and landscaping. A Unified Development District (UDD) would require a developer agreement to assure a development that meets the objectives of the Town Board and developer.

Relocation Order Approving the Right-of-Way Plat for CTH N Project – As part of the Rib Mountain Drive project, additional land is needed for a sidewalk. The Town hired Steigerwaldt through AECOM to negotiate property values with land owners. The acquired land will become part of the Town’s right-of-way on Rib Mountain Drive. The mapping of this land is in the form of a right-of-way plat. The relocation order and plat must be approved and filed with the County Clerk. **Motion by Kachel/Legner to approve the final right-of-way plat and the relocation order. Questioned and carried 5:0.**

AECOM Change Order No. 3: Upgrade Signals for CTH N Project – The Public Works Committee recommended a change order for \$9,500 to upgrade the existing signals at the Cloverland Lane and Starling Lane intersections. The change order amount should be covered by Contingency in the Rib Mountain Drive project. **Motion by Schaefer/Legner to approve the change order for \$9,500 for the design fees to upgrade the signals at Cloverland Lane and Starling Lane. Questioned and carried 5:0.**

Rettler Landscape Contract for CTH N Project – The Public Works Committee recommended a change order for \$7,000 to hire Rettler Corporation for design services for landscaping along Rib Mountain Drive. **Motion by Schaefer/Legner to approve the contract with Rettler Corporation for a landscape plan for the Rib Mountain Drive project subject to changing Item D.5. to \$7,000 and initialed by the Town Chairman. Questioned and carried 5:0.**

Accept Proposal for Single Axle Patrol Truck – The Town received three truck chassis quotes for a snowplow truck. Peterbilt offered significantly more for a trade in and came in just \$368 more than the International. The Board earmarked \$120,000 from the 2009 State Trust Fund loan to buy a patrol truck this year. **Motion by Schaefer/Sybeldon to purchase the Peterbilt truck on a Central Wisconsin Body & Hoist chassis without the underbody scraper for \$107,375. Questioned and carried 5:0.**

Agreement with Associated Employee Assistance Services for Employee Assistance Program – The Town participates with the County and City group for employee assistance. The County has a requirement to seek proposals every five years. If Rib Mountain intends to continue as part of this group it is necessary to enter into a contract with a new provider for reduced fees. **Motion by**

Schaefer/Sybeldon to enter into an agreement with the County and City group for EAP services and have Associated Employee Assistance Service of Plover provide EAP services for the Town of Rib Mountain subject to attorney review. Questioned and carried 5:0.

Policy for H1N1 in the Workplace – Attorney Toner presented a policy for employees with symptoms or exposure of novel H1N1 Flu. The policy gave a background of the worldwide pandemic alert, the symptoms of H1N1, action the Town will take to maintain a safe work environment, and leave benefits. The policy will expire 5/1/10. Administrator Rhoden asked for clarification of the payroll considerations. The Town Administrator was directed to approve the number of sick leave hours if an employee needs to borrow from the future.

Motion by Schaefer/Legner to approve the policy for employees with symptoms or exposure of novel H1N1 flu (swine flu). Supervisor Kachel suggested that no physician statement be required for up to five days of leave under these circumstances. **Questioned and carried 5:0.**

Chairman’s Appointment to Plan Commission – No action.

Approval of Agents – **Motion by Legner/Kachel to approve Daniel Gaab as the agent for the Midway Hotel and to approve Rogelio Romano as the agent for El Tequila Salsa. Questioned and carried 5:0.**

License Applications – **Motion by Schaefer/Sybeldon to approve a Class B Liquor & Beer license for Midway Hotel Group LLC. Questioned and carried 5:0.**

Motion by Schaefer/Legner to approve operator licenses for Anne M. Heldt, Amanda L. Muetzer, Amber L. Starr, JoAnn H Vanden Langenberg, and Ivey N. Zywicki. Questioned and carried 5:0.

Motion by Legner/Sybeldon to approve an Amusement Device license for the Midway Hotel Group LLC. Questioned and carried 5:0.

Forthcoming Events:

- Doepke Recreation Area Fund Raising Committee: None
- Walkable Community Committee: None
- Park Commission Report: Scott reported the Park Commission will be holding future meetings at 5:00 p.m. instead of 7:00 p.m.
- Public Safety Committee Report: None

- Public Works Committee Report: Supervisor Schaefer reported the Town Board approved Committee recommendations earlier on the agenda.
- Finance & Personnel Committee Report: None
- Town Chairman Report: None
- Town Supervisor Reports: Supervisor Legner requested directional signs be placed along the Town's bike route.
- Town Administrator Report: Gaylene Rhoden filed a written report for the Board's review. She reported the Town tax rate will be 3.064584 which meets the required levy limits but may potentially round to \$3.07. Chairman Opall asked each Board member individually if they accepted this rate and each indicated approval. She apprised the Board that the Town has even more flexibility to raise the rate in the future by taking into account the timing of the 2005 borrowing. She asked the Board for a date to schedule the budget hearing. November 17 was agreed upon and Gaylene will make every effort to attend.

Gaylene will return from her leave of absence the week of December 21. She provided the Board with a memo indicating the status of upcoming projects and Staff assignments and thanked the Board for being flexible with her schedule.

- Town Attorney: None
- Fire Chief Report: Paul Wirth provided a written report for the Board's review along with a September/October run report. Paul anticipates a smooth transition with ambulance service for the Village of Kronenwetter. Supervisor Schaefer asked for details on the fire calls and interfacility runs.
- Building Inspector Report: Daniel Dziadosz submitted a written report which provided an update on the I39/US 51 trail, meetings on the Municipal Center remodeling project, a meeting with the Town's broadband consultant and a contact by his former company, and an early start permit for a single family residence. He noted that Chuck Bartel is still considering developing his west 35 acres to connect with Woodbine Road. He reported the Doepke farm property sold for \$360,000.
- Streets/Parks Superintendent Scott Schatschneider apprised the Board of crew activities and public works projects. He reported the Park Commission adopted a new mission statement which will need to be

added to the Five Year Park Plan.

- Clerk/Treasurer Report: Patricia Jahns submitted a written report and provided September bank balances and long term debt balances. Charter customers with Basic Cable service will receive a \$3 increase to their monthly service. With the Administrator on a leave of absence, either Chairman Opall or Supervisor Sybeldon will need to sign checks unless authorization is given to go with only two original signatures. Also, Attorney Toner needs to review an agreement with Official Payments for November 3rd Town Board approval. She also asked Attorney Toner for an update on the Nelson tax overpayment. Attorney Toner responded that it is in process with paperwork being exchanged. **Motion by Schaefer/Sybeldon to approve payment of checks 35608-35697. Questioned and carried 5:0.**
- Code Enforcement Officer: None

Presentation on Municipal Center Remodeling – Jeff Musson presented his evaluation and proposed remodeling plans of the existing Municipal Center based on his personal visits along with other professionals. They examined the interior and exterior finishes, the conditions of the windows, doors, ceilings and walls. The remodeling plans were prepared after discussing the needs of the Town, both present and future, with Staff members. Construction costs were prepared with the help of a local contractor who is familiar with commercial construction. Jeff Musson is looking into grants for the project.

Public Comment Period – Steve Wenger of Bertram Communications of Random Lake introduced himself to the Board. His company recently bought Granite Wireless (Shawano), has been in business since 1995, has 10,000 wireless users and is interested in the Town’s connectivity project. Supervisor Schaefer stated the Town has gone with another provider and has a memo of understanding.

Adjourn - **Motion by Kachel/Schaefer to adjourn at 9:08 p.m. Questioned and carried 5:0.**

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