

TOWN OF RIB MOUNTAIN

*Town Board Meeting*

*April 04, 2017*

Chairman Allen Opall called the April 4, 2017, regular meeting of the Rib Mountain Town Board to order at 6:00 p.m. at the Rib Mountain Municipal Center, 3700 North Mountain Road, Wausau, WI. Supervisors present included Pete Kachel, Jim Legner and Gerry Klein. Supervisor Fred Schaefer was excused.

Also present were Administrator Gaylene Rhoden, Community Development Director, Steve Kunst, Finance Director/Clerk, Jessica Trautman, Street/Park Superintendent Scott Turner, SAFER Deputy Fire Chief, Josh Finke, and Town Attorney, Kevin Terry.

On March 31, 2017, copies of the meeting notice were made available to the media, Town Board, Town Attorney, and posted at the Rib Mountain Municipal Center and Town website.

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

Approve Minutes of the 3/15/17 Special Town Board Meeting and 03/21/17 Regular Town Board Meeting – **Motion by Kachel/Legner to approve the minutes of the 03/15/17 special Town Board Meeting and 03/21/17 Regular Town Board Meeting. Questioned and carried 4:0.**

Plan Commission

Minutes from 03/22/2017 Meeting for Review – None

Approval of Developers Agreement for Royal Ridge Estates Subdivision – Community Director Kunst summarized the progress to date with Mr. Shnowske regarding the development. The Town Board discussed the proposed trails for both projects. The main focus of the discussion was trail funding and who is going to take the lead on coordinating the project. The Board and staff were concerned about having to go out for bids for the project and the additional effort that staff would need to put in. The decision was to leave the Development Agreement wording as presented. The Board decided to have funding for the trail on the agenda for the next meeting. Supervisor Klein requested staff and the attorney to review the language in Section 5 B 2 and revise the language to clarify the Town's intent. **Motion by Klein/Kachel to approve the Residential Development Agreement for Royal Ridge Estates subject to attorney review and minor modifications. Any major modifications need to be brought back to Town Board. Questioned and carried 4:0.**

Approval of Developers Agreement for Royal View Estates Subdivision – Community Director Kunst said this agreement is similar to the agreement for Royal Ridge. The major difference is the language in the trail section. This agreement also has a higher bond set at \$675,741. The Town Board discussed when the first lift would be installed and the timing. Street/Park Superintendent Turner said it is difficult to put a hard timeline on the install. **Motion by Legner/Kachel to approve the Residential Development Agreement for Royal View Estates subject to attorney review. Questioned and carried 4:0.**

Approval of Easement Agreement for Royal Ridge Estates Subdivision – Street/Park Superintendent summarized the need for the easement. **Motion by Legner/Klein to approve**

TOWN OF RIB MOUNTAIN

*Town Board Meeting*

*April 04, 2017*

**the Royal Ridge subdivision storm water easement agreement with the Hall Joint Revocable Trust subject to Attorney final review. Questioned and carried 4:0.**

Approval of Personnel Policy 208 for Inclement Weather – Administrator Rhoden discussed the policy. She said the policy has been reviewed and approved by the Finance and Personnel Committee. **Motion by Klein/ Legner to approve Personnel Policy for Inclement Weather 208. Questioned and carried 4:0.**

Approval of Municipal Meeting Room Policy - Administrator Rhoden summarized the revision to the Meeting Room Policy. The major change is that we now require the person who is reserving the room to sign off acknowledging the rules of the meeting room. Supervisor Kachel recommended adding a sentence that allows the Administrator to clarify the language in the policy if needed. Supervisor Klein questioned some of the language when we can charge the party reserving the room. Current language just refers to damage, and would not apply if staff needed to clean and rearrange the room. Administrator Rhoden said that staff will bring back the policy with revised language.

Approval of Resolution 17-04, Over Charge Request Policy – Attorney Terry discussed the State Statue regarding reimbursement of an overcharge. He stated that this policy allows for more time to claim an overcharge than the Statue requires. Administrator Rhoden said we usually do not have many requests, and most only relate to the recent year. Supervisor Klein recommended language be added to clarify that there actually was an error and not just an assumed error. Administrator Rhoden said we will adjust the resolution and bring it back to Town Board.

Approval of Operator License – None

Reports/Minutes

Town Board – Supervisor Kachel discussed the size of the new address sign that will be required of Town Residences. Chairman Opall said he has received a few calls and emails regarding county-wide addressing.

Other Agencies – SAFER Deputy Fire Chief Finke stated that they are back up to full staffing levels.

Town Attorney – None

Town Administrator – Administrator Rhoden provided a written report. She is working with the Community Improvement Foundation on fundraising ideas for the dog park. The IGA will be donating all monies raised from their plastic bag discount program to the future dog park.

Community Development Director – A written report was included in the packet. He discussed King Campers' electronic sign that will be on the next Plan Commission Agenda.

TOWN OF RIB MOUNTAIN

***Town Board Meeting***

***April 04, 2017***

Street-Parks Superintendent – A written report was provided. On April 11, we should be receiving the bids for Rib Mountain Drive Phase 2.0. April 18th is the special assessment hearing.

Finance Director/Clerk – A written report was provided and also included was the budget status report for March. As of the end of March everything is looking good.

Code Enforcement Officer – None

Park Commission – There is a meeting next week

Finance Personnel – We just had a meeting and those items were discussed today

Public Safety Committee – None

Public Works Committee – None

Bicycle/Ped Committee – None

General Comments – None

Adjourn - **Motion by Kachel / Legner to adjourn at 6:50 p.m. Questioned and carried 4:0.**

Submitted by  
Jessica Trautman  
Finance Director/Clerk

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