

TOWN OF RIB MOUNTAIN
Town Board Meeting
July 16, 2019

Chairman Allen Opall called the July 16, 2019 Regular Meeting of the Rib Mountain Town Board to order at 6:04 p.m. at the Rib Mountain Municipal Center, 3700 North Mountain Road, Wausau WI. Supervisors present included Jim Legner, Brad Conklin and Gerry Klein. Supervisor Schaefer was excused.

Also present were Administrator Gaylene Rhoden, Finance Director Nicole Dunbar, Street/Park Superintendent Scott Turner, Community Development Director Steve Kunst, SAFER Deputy Fire Chief Josh Finke and Attorney Alyson Dieckman.

On July 12, 2019, 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 July 2, 2019 Regular Town Board Meeting and Open Meeting Minutes from July 2, 2019– **Motion by Conklin/Legner to approve the July 2, 2019 regular Town Board meeting minutes and the July 2, 2019 open meeting minutes. Questioned and carried 4:0.**

Plan Commission

a. Minutes from the 7/10/2019 Meeting: Community Development Director Kunst stated that at the last Plan Commission meeting they tabled a CSM due to the applicant not in attendance. The Plan Commission also reviewed a potential rezone for duplexes near Wintergreen/Foxglove. The Plan Commission did not reach a consensus for the project. By rezoning this area, it could allow for two duplexes. The next step in the process would be for the applicant to submit a rezone request.

b. Riverside Land Surveying, agent, requests Certified Survey Map approval for a land division at the property addressed 3503 South Mountain Road. Parcel #34.212807.002.003.00.00.

Community Development Director, Steve Kunst stated the applicant requests approval of a Certified Survey Map (CSM) to divide a 9.89-acre parcel creating an approximately 2-acre single-family residential lot and a 33-foot wide ingress/egress easement adjacent to the existing shared driveway making it easier to create a future public road, if necessary. He noted the new lot would share a driveway access with three other existing residences because Marathon County will not allow an additional access point onto County Road N. Kunst noted all parcels on the CSM are in conformance with the required lot standards for the Estate Residential-1 zoning district. Lastly, Kunst stated that Plan Commission recommended approval with the condition that the CSM identify the proposed ingress/egress easement as reserved for a future road.

Supervisor Klein expressed his concern about the road serving the Hall Farm development and the site line. He questioned whether the developer was aware of this potential development. Director Kunst indicated that they are not, but would be notified for a public hearing for a rezone.

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Motion by Conklin/Legner to approve the Certified Survey Map (CSM) for a land division at the property addressed 3509 South Mountain Road, conditioned upon the CSM identify the proposed ingress/egress easement as reserved for a future road. Questioned and carried 4:0.

c. Wisconsin Department of Transportation, applicant, requests approval of a Correction Instrument to rescind a Trans 233 Restriction for Parcel #34.102807.015.003.00.00, #34.102807.015.004.00.00, and #34.102807.015.005.00.00. Docket #2019-19.

Kunst noted the Wisconsin Department of Transportation (WisDOT) received a request from property owners along Hummingbird Road (CTH R) to rescind a 50-foot setback restriction placed on their properties in 2003. He stated WisDOT agreed to remove the setback restriction from the three (3) properties identified, but is required to file a Correction Instrument with the Marathon County Register of Deeds Office after approval by the Town of Rib Mountain. Additionally, Kunst stated the 50-foot setback imposed by the State in 2003 is greater than the Town minimum setback of 45 feet identified in the Town Zoning Ordinance and thus, staff does not see an issue with the proposed Correction Instrument. The Plan Commission recommended approval of the Correction Instrument as presented.

Robert Winat, Wisconsin Department of Transportation representative, was in attendance to answer any questions. It was clarified that the setback applied only to the three subject parcels.

Motion by Legner/Klein to approve the Correction Instrument to rescind a Trans 233 Restriction for Parcels #34.102807.015.003.00.00, #34.102807.015.004.00.00, and #34.102807.015.005.00.00, as presented. Questioned and carried 4:0.

d. Riverside Land Surveying, agent, requests an amendment to the Final Plat for Stone Horizon subdivision. Parcel #34.182807.016.003.00.00. Docket #2019-20.

Kunst indicated the applicant requests an amendment to the Final Plat for Stone Horizon Subdivision. As the developer was formalizing the stormwater management plan it became evident 'Outlot 1' needed to increase in area to encompass the required stormwater management facilities. As a result, Outlot 1 is proposed to increase to 0.383 acres and Lot 8 goes to 2.249 acres. Kunst noted Lot 8 remains compliant with the Town Zoning and Land Division Ordinances and no further changes to the Plat are proposed. Director Kunst noted that the Plan Commission recommended approval with conditions: a signed developers agreement covering all public improvements (street, utilities, etc.) and financial sureties, finalized stormwater management plan and/or long-term maintenance agreement approved by the Town Engineer, finalized street plans approved by the Town Engineer and a finalized copy of any protective/restrictive covenants along with primary contact for any homeowner's association.

It was indicated that the storm water maintenance agreement still needs work. The outlot would eventually be under the Town's ownership and responsibility.

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Motion by Legner/Conklin to approve the Final Plat Amendment for Stone Horizon subdivision, with the conditions outlined by the Plan Commission. Questioned and carried 4:0.

Approval of Ordinance #2019-03 Amending the Fire Code – Attorney Dieckman indicated that the draft was not ready and they would be working with the Fire Department on the final version.

Approval of Operator’s Licenses- Attorney Dieckman reviewed the applications and recommends approving the operator’s licenses. **Motion by Legner/Conklin to approve the operator’s licenses for Miranda Busko, Valerie Contreras, Alex Drake, Rachele Feltz, Brittany Int-Hout, Mikala Lohrey and Alison Ziolkowski. Questioned and carried 4:0.**

Reports/Minutes-

Town Board – Supervisor Conklin mentioned the pedestrian light being out at Magnolia near Doepke Park. He also requested that the grass be cut near the corner of CTH KK/CTH N. He said it is creating a visual impairment for drivers. Superintendent Turner stated that he will try to have his crew take care of it, but the County is responsible for the corner. Supervisor Conklin stated that he received an email from Penny Hapli for a walking audit request for the corners of Morning Glory and Cloverland. He would forward the requested email onto Administrator Rhoden and Superintendent Turner. Supervisor Conklin asked about the status of the Town’s property on Martin Avenue. Administrator Rhoden informed the Board that she would be working with Community Development Director Kunst on this project. A proposal would be scheduled for the next Town Board meeting in August.

SAFER – Deputy Chief Finke stated there would be two house burns for the Findorff property on Eagle Avenue. One is scheduled for July 27 and the other would occur during the fall. He also informed the Board that they hired four part-time firefighters/EMTs and they would be undergoing a six-week training academy.

Supervisor Klein questioned the Management Advisory Comments of their 2018 SAFER Audit. He expressed his concern over the report and would expect staff to have a written response to each of the Auditor’s management advisory comments. Supervisor Klein questioned whether this report was discussed at the SAFER Board meeting. Deputy Chief Finke responded yes it was reviewed and he also said that these comments have never been mentioned in prior audits.

Other Agencies – No report

Town Attorney – No report. The Fire Code will be reviewed.

Town Administrator – A written report was provided. Supervisor Legner asked whether the names for the County readdressing have been accepted by the County. Administrator responded yes; they had been. There was some discussion on what to do with discontinued road signs.

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Community Development Director – A written report was included in the packet. He informed the Board that Oriole Lane housing has started and they hope to have seven houses completed by year-end. Also, Discount Tire will be starting soon and there hasn't been an opening date yet for Five Guys.

Street-Parks Superintendent – A detailed report was provided. Supervisor Legner complimented the Public Works Department for the work that was done in his neighborhood.

Finance Director – A written report was included in the packet. The June financials were also included.

Town Clerk – A written report was included in the packet

Code Enforcement Officer – No report.

Park Commission – The July 9 meeting was cancelled due to a lack of a quorum.

Finance & Personnel – No report.

Public Works Committee – No report.

Public Safety Committee – No report.

Bicycle/Ped Committee – Administrator Rhoden reported the bike rodeo will be July 18th, 2019 and they could always use volunteers.

General Comments – No comments.

Adjourn - **Motion by Legner/Conklin to adjourn at 6:55 p.m. Questioned and carried 4:0.**

Submitted by
Gaylene Rhoden, Administrator

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