

TOWN OF RIB MOUNTAIN  
***Town Board Meeting***  
***August 18, 2020***

Chairman Al Opall called the August 18, 2020, Regular Meeting of the Rib Mountain Town Board to order at 6:04 p.m. at the Rib Mountain Municipal Center, 227800 Snowbird Avenue, Wausau Wisconsin.

Other Supervisors present included Fred Schaefer, Dan Fiorenza, and Gerry Klein.

Excused: Brad Conklin

Also present were Administrator Gaylene Rhoden, Community Development Director Jared Wehner, Street and Park Superintendent Scott Turner, Clerk Joanne Ruechel, SAFER Fire Chief Matt Savage, Attorney Dean Dietrich, and Code Enforcement Officer Orv Quamme. Finance Director Nicole Dunbar was present via telephone conference.

On August 14, 2020, copies of the meeting notice were made available to the media, Town Board, Town Attorney, posted at the Rib Mountain Municipal Center, SAFER Fire Department, Rib Mountain Sanitary District office, and the Town website.

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

Approve Minutes of the August 4, 2020, Regular Town Board Meeting. **Motion by Fiorenza/Schaefer to approve the August 4, 2020, Regular Town Board Meeting minutes. Questioned and carried 4:0.**

Plan Commission

Docket #2020-010: Discussion and action on a requested Conditional Use Permit for a Detached Private Residential Garage, Carport or Utility Shed in excess of 1,000 square feet and preceding the construction of the principal structure at the property located north of the intersection of County Road NN and Spring Creek Drive.- Community Development Director Wehner stated that the owners of the property would eventually like to build a home on the property, but right now they wish to build a garage. The garage would have a toilet and sink, but not a shower. Eventually, this garage would be used as a workshop. The home does need to be built and completed within 2 years of this conditional use permit being approved. The Planning Commission approved this permit. **Motion by Klein/Fiorenza to approve the application for a conditional use permit for a detached garage. Questioned and carried 4:0.**

Docket #2020-011: Discussion and action on a requested Precise Implementation Plan for retail use at Northeast corner of the intersection of Rib Mountain Drive and Valley Inn Way- Community Development Director Wehner explained that this is the last of the 3 sites to be developed and is a single-use retail location. The building plans have been submitted and the Planning Commission did approve this request.

The Town Board discussed that the snow would be removed from the site as there is nowhere to put it. **Motion by Schaefer/Fiorenza to approve the draft PIP #2020-11 subject to the conditions listed. Questioned and carried 4:0.**

Docket #2020-012: Discussion and action on a requested modification of a Conditional Use Permit for a drive-through restaurant on the east side of the intersection of Lilac Avenue and Valley Inn Way (Culver's)- Community Development Director Wehner stated that this project has already been approved through the initial PIP. The applicant wishes to add a second drive-through lane on the inside of the proposed drive-through lane, not impacting any setbacks. Culver's is seeking the second drive-through since they have seen a large increase in drive-through sales. There is also a roof being proposed over the refuse and recycling enclosure. **Motion by Schaefer/Fiorenza to approve the modification of the conditional use permit for Culvers. Questioned and carried 4:0.**

Docket #2020-013: Discussion and action on a requested Conditional Use Permit for an unclassified use (temporary, one-time outdoor assembly/special event) at the southwest corner of the intersection of Trillium Lane and Clover Road-Community Development Director Wehner said that the applicant is proposing a small 2-day "micro" festival on idle land on the southeast corner of the intersection of Clover Road and Trillium Lane. Parking will be onsite in the field as well as a stage for live music. The event would end at 10:30 p.m. both nights. Beer would be served by the Lion's Club. Attendees are expected to stay with those that they have arrived with in the same vehicle and not leave the area roped off for their vehicle. That applicant has been working with the Marathon County Health Department to ensure all social distance guidelines are being followed.

Matt Szmanda was present and explained that they have the routes all set up for traffic. They will also be having security on site as well as paramedics in case of an emergency. Matt also stated that he has been in communication with the neighbors and they are in favor of the festival.

The Town Board went over the conditions that would need to be met. It was also recommended that Matt reach out to the Convention and Visitor's Bureau to see if they would help to promote the event. **Motion by Klein/Schaefer to approve the permit subject to the conditions listed. Questioned and carried 4:0.**

\*Gerry Klein left the meeting at 6:44 p.m.

Approval of Resolution #R20-07 Resolution Authorizing the Issuance and Sale of \$1,865,000 General Obligation Promissory Notes, Series 2020A- Dawn Gunderson-Schiel and David Ferris from Ehler's and Associates appeared by telephone conference to update the Town Board on the results from the sale of the promissory notes. Dawn stated that bids were taken on August 18, 2020, and they received 6 bids for the promissory notes. The lowest bid was from BOK Financial Securities from Milwaukee and was for 0.7827%. The principal amount was listed at \$1,865,000 but has been decreased to \$1,835,000 because of the bidding. The Town continues to carry an S&P global rating of "AA". Dawn went over the bid tabulation, the five-year financial management plan, and the final sale results. **Motion by Schaefer/Fiorenza to approve Resolution #20-07 for the issuance and sale of \$1,835,000 general obligation promissory notes, Series 2020A. Questioned and carried 3:0 with Klein abstaining.**

Approval of Revised Continuity of Operations Plan (COOP)- Administrator Rhoden stated that this item is a carryover from the Finance and Personnel Committee meeting. She would like to modify the Continuity of Operations Plan (COOP) that was ordered on March 12<sup>th</sup> by Governor Evers due to the pandemic.

She is recommending that in order to accommodate employees with working households, a section was added to allow employees to use up to eighty (80) hours of sick leave to take care of children whether for daycare or school as a result of a shut-down or virtual requirement. However, employees are strongly encouraged to work with their Supervisor in flexing their schedule and/or work from home, if possible.

Administrator Rhoden would also like “the encouragement of the use of face coverings while in the office” to be put in the COOP plan as well. **Motion by Schaefer/Fiorenza to approve the revised Continuity of Operations Plan (COOP). Questioned and carried 3:0 with Klein abstaining.**

Approval of Rehires: Crossing Guards- Administrator Rhoden provided a listing of possible crossing guards and substitute crossing guards for the Town of Rib Mountain. **Motion by Schaefer/Fiorenza to approve the re-hire of Crossing Guards subject to a Department of Justice and CCAP records check. Questioned and carried 3:0 with Klein abstaining.**

Approval of Operator’s Licenses- Chairman Opall stated that he had already interviewed Julia Raduechel and Elizabeth Gallion and he feels that they should receive a license. **Motion by Fiorenza/Schaefer to approve the alcohol licenses for Jealyn Cook, Elizabeth Gallion, and Julia Raduechel. Questioned and carried 3:0 with Klein abstaining.**

Supervisor Klein returned to the meeting at 6:56 p.m.

#### Reports/Minutes

##### Town Board

Supervisor Schaefer previously asked that more information be brought back to the Town Board regarding the recycling program at Harter’s. Currently, Harter’s only recycles the numbers 1 and 2 plastics. He is concerned about them not following the contract and would like them to recycle numbers 3 to 7 plastics as well. Attorney Dietrich advised that the Town should request that Harter’s recycle numbers 1-7 plastics and ask them to respond as to why they are not following the contract. Supervisor Fiorenza would like the Town to request a formal response from Harter’s.

Supervisor Schaefer also stated that McDevco is working on using Routes to Recovery money to purchase fiber for internet service. It was also mentioned that the County has a task force looking into using the Routes to Recovery money for broadband service.

Supervisor Fiorenza would like to see the Town tighten the language on the operator’s license in regards to those people who do not fill out the applications truthfully. He would also like to see the Town adopt a Core Values statement and put it in the employee handbook. It was mentioned that we could do this at the next strategic planning meeting.

Supervisor Opall thanked Supervisor Klein and his staff for doing a good job with webex.

SAFER – Fire Chief Savage stated that there are several people from the department at Fort McCoy for training. He also stated that he submitted a request for proposal to the Village of Kronenwetter for EMS services.

Other Agencies – No report.

Town Attorney – No report.

Town Administrator – A written report was provided. Administrator Rhoden had a budget calendar in the packet. Her goal is to have the last budget meeting by October 27. She spoke with Mike from the Town's Association and he stated that the general transportation aids are down and that we may see cuts in 2022. Administrator Rhoden also put her strategic plan and the timeline for the plan in the packet.

Community Development Director – A written report was provided. Community Development Director Wehner has submitted all of the information for the TIF to Ehlers. He's looking at having a Joint Review Board meeting on September 9<sup>th</sup> and it would come to the Town Board on September 29<sup>th</sup>. The project listing has been completed for the TIF as well.

Community Development Director Wehner stated that the Planning Commission is proceeding with plans for the disc golf course. The disc golf course survey has also been returned to the Town and he is compiling the results.

Street-Parks Superintendent – A written report was provided. Superintendent Turner stated that the Public Works Department has been working on Swan Avenue. They have also been working on culvert projects.

Finance Director – A written report was provided. Finance Director Dunbar stated that the Routes to Recovery funds need to be submitted to the State by September 15, 2020.

Town Clerk – A written report was provided. Clerk Ruechel gave all of the statistics about the August 11<sup>th</sup> election. She also gave the current number of absentee ballot requests for the November 3<sup>rd</sup> election.

Code Enforcement Officer – Code Enforcement Officer Quamme was asked if there have been any complaints about a property on County Road R that has been selling items off of the berm on the property. He stated that there have been complaints.

Park Commission – There will be a meeting next week. They will be discussing the disc golf course. The Town has ordered the Flax Park Tot Lot equipment.

Finance & Personnel – No report.

Public Works Committee – No report.

Public Safety Committee – No report.

Bicycle/Ped Committee –There is a meeting scheduled on August 20, 2020.

General Comments –No comments.

Adjourn - **Motion by Schaefer/Fiorenza to adjourn at 7:32 p.m. Questioned and carried 4:0.**

Submitted by  
Joanne Ruechel, Town of Rib Mountain Clerk

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