

# TOWN OF UNION

## ANNUAL TOWN MEETING Minutes of Wednesday, April 17, 2024

The Town of Union Annual Town meeting was called to order at 6:30 p.m. on Wednesday, April 17, 2024, at the Town of Union Town Hall, 15531 W. Green Bay Rd., Evansville, WI.

### **Set date for 2025 annual meeting (April 16, 2025)**

Motion to set date for 2025 annual meeting on April 16, 2025 made by Derek Blume/Doug Lee. Motion carried by unanimous voice vote.

### **2023 Financial Report**

Treasurer Jessica Nellen and Clerk Regina Riedel presented the 2023 financial report. Motion to accept the report as presented made by Dave Pestor/Larry Meier. Motion carried by unanimous voice vote.

### **Citizen comment: 5 minutes max/issue**

Motion to adjourn the annual town meeting made by Blume/Lee. Motion carried by unanimous voice vote. Meeting adjourned at 6:41 p.m.

## MONTHLY TOWN BOARD MEETING Minutes of Wednesday, April 17, 2024

The Town of Union Monthly Board meeting was called to order by Chairman Kendall Schneider at 6:42 p.m. on Wednesday, April 17, 2024 at the Town of Union Town Hall, 15531 W. Green Bay Rd., Evansville, WI. Members in attendance included Chairman Schnieder, Don Templeton, Rich Templeton, Aaron Tachon and Mason Barber. Treasurer Jessica Nellen, Clerk Regina Riedel, Building Inspector Bob Fahey, Road Patrolman Josh Wisner and Plan Commission members Alvin Francis, Derek Blume and Pat Hartin were also in attendance. The Pledge of Allegiance was recited.

### **Clerk's Minutes (March 13, 2024)**

Motion to approve the minutes of the March 13, 2024 Board meeting as written made by Rich Templeton/Don Templeton. Motion carried by unanimous voice vote.

### **Treasurer's report**

Treasurer Jessica Nellen reported balances as of March 31, 2024 (attached).

### **Building Inspector's report**

Building Inspector Bob Fahey reported permits issued during March (attached).

### **Clerk Update**

Clerk Regina Riedel reported tentative dates for open book/Board of Review (open book June 6, 2-4 p.m.; Board of Review June 25, 4-6 p.m.). Board agreed to finalize dates and times.

Mudjacking to level the sidewalks outside the Town Hall has been completed, and new rugs for the interior hallway have been purchased. Both were done to address issues related to trip hazards for residents.

### **Recycling Center Update**

Ray Legris will be out of town this weekend, Pat Beggs is covering. Wisner reported he has filled some potholes at the Center, but will need to get a load of recycled asphalt to fix the remainder.

### **Fire District Updates**

No report for either District.

### **Emergency Management Update**

Mason Barber had no updates to report.

Wiser brought up mutual aid agreements, and developing them with neighboring Towns; Dane County municipalities have them in place for public works. Barber will follow up.

### **Roadwork Update**

The Town just received a bid for crack filling from Crack Filling Service in the amount of \$20,000 for E. Union Rd. (Hwy 59 to pavement change, west of Murray Rd., \$11,000) and Territorial Rd. (Bullard Rd. to Cty. M, \$9,000). Motion to approve bid from Crack Filling Service in the amount of \$20,000 made by Don Templeton/Barber. Motion carried by unanimous voice vote.

Wiser reported Town sold their old batwing mower through George Auction consignment auction for \$5,000.

The park mower needs servicing, there is vibration that cannot be located.

Trees were recently removed on Holt Rd., were right next to the road in right of way. Wiser would like to rent a stump grinder to remove the stumps as well as some others so they aren't hit by the plow trucks in the winter. Approximate cost is \$750 to rent for a week. Don Templeton would like the number of stumps to remove to be identified, and see if it's reasonable to get it done in a day or a week. Wiser agrees, and will do further investigating on the number of stumps and options for rentals and report back to the Board for approval.

Riedel reported that the ARIP application was submitted.

### **Public Comment (5 min max per item, no action will be taken on any issues)**

Larry Meier spoke on the process of submitting applications for land division/zoning change requests; he would like more detailed maps provided by applicants to better detail the location of the parcels in question. Alvin Francis, Fahey, and Riedel agreed that the process and application should be revisited and updated.

**Public Hearing: Request by Ray and Mary Weigand, 9238 Tupper Rd., Evansville for a land division and zoning change for parcel 6-20-107, located in the NW & NE ¼, SW ¼ of section 13 on Bullard Rd. The applicants request the division of 10.2 acres from the existing 42 acre parcel, with both the newly created parcel and the parent parcel rezoned A2.**

Public hearing opened at 7:19 p.m.

The Plan Commission recommended approval at their March meeting.

Public hearing closed at 7:26 p.m.

Mary Weigand, applicant, was in attendance. Their daughter would like to build a home close to them to assist them so they can remain in their home longer. Land will remain in ag production other than where home and lawn are located.

Motion to approve request by Ray and Mary Weigand, 9238 Tupper Rd., Evansville for a land division and zoning change for parcel 6-20-107 to divide 10.2 acres from the existing 42 acre parcel, with both the newly created parcel and the parent parcel rezoned A2 made by Schnieder/Tachon. Motion carried by unanimous voice vote.

**Public Hearing: Adoption of Ordinance 2024-02, Amendment to Town of Union Code of Ordinances Section 17.09 (2)(A), to allow one single family structure per lot, and to remove requirement for Site Plan Review for additional residential dwellings on a parcel or lot.**

Public hearing opened at 7:31 p.m.

The Plan Commission recommended approval at their March meeting.

There is no process outlined in Town ordinances for a Site Plan Review. Removing the statement makes the ordinance clearer.

Public hearing closed at 7:33 p.m.

Motion to adopt Ordinance 2024-02, Amendment to Town of Union Code of Ordinances Section 17.09 (2)(A), to allow one single family structure per lot, and to remove requirement for Site Plan Review for additional residential dwellings on a parcel or lot made by Barber/Rich Templeton. Motion carried by unanimous voice vote.

**Public Hearing: Adoption of Ordinance 2024-03, Amendments to Town of Union Code of Ordinances to further clarify and define "Accessory Dwellings."**

Public hearing opened at 7:35 p.m.

Riedel corrected the subsections following the Plan Commission meeting. The Plan Commission recommended approval at their March meeting.

Public hearing closed at 7:37 p.m.

Motion to adopt Ordinance 2024-03, Amendments to Town of Union Code of Ordinances to further clarify and define "Accessory Dwellings" made by Barber/Don Templeton. Motion carried by unanimous voice vote.

**Board Action: Bid Award for 2024 Sealcoating Projects**

Bids were opened on April 5.

Rich Templeton asked if the bidders would be willing to split the work and do the roads they're cheaper on. Fahrner would need to check with management, but unlikely given that the bids reflect doing the full scope of the work.

Motion to republish request for bids, updating wording to include option for "equivalent emulsions", publishing in the next issue of the Janesville Gazette with bids due and opened on Friday, April 26 at 12:00 p.m. made by Don Templeton/Rich Templeton. Motion carried by unanimous voice vote.

**Board Action: Adoption of Roadpatrolman Position Description**

Motion to adopt position description as provided to the Board made by Rich Templeton/Don Templeton. Motion carried by unanimous voice vote.

**Discussion: Road Closure (Glacier Dr.)**

Riedel reported that the Town attorney has suggested creating an ordinance regarding road closures for private events; this seems unnecessary given that this is the first request the Town has received, and there will likely be very few in the future. Suggested instead drafting an agreement between the Town and the requestor outlining expectations. Board agreed, Riedel will draft agreement.

**Discussion: ATV/UTV Route Designations – County Roads**

Riedel will meet with Ray Legris to draft an agreement between the Town and the ATV club.

**Update/Board Action: Ordinance Violations, Mobile Home Park Licenses**

Fahey reported that regarding violations at Cavalier Village, the chickens are gone but the shed in violation remains. Additionally, the process and requirement for filing a CSM to finalize the lot line adjustment has been explained to them but nothing has been filed to date. Valhalla and Birchwood have had no changes to their violations.

The property on N. South 5<sup>th</sup> Street is being cleaned and the owner has a contractor scheduled to do major clean up in the next week or so.

Rich Templeton will check with the Town attorney on the status of the Rice property on Holt Rd. and recent complaints regarding violations..

**Pay Bills**

There being no further business to come before the Board, a motion to adjourn and pay bills was made by Don Templeton/Rich Templeton. Motion carried by unanimous voice vote.

Meeting adjourned at 8:16 p.m.

**Town of Union Treasurer's Report March 2024**

Prepared by: Jessica Nellen

**Lake Ridge Bank - Checking**

Beginning Balance			<b>\$966,685.63</b>	
	<b>INCOME</b>			YTD
Refuse		\$2,252.50		\$6,447.45
Dog License Fund from County		\$275.12		\$275.12
Dog licenses		\$136.00		\$432.00
MHP Tax		\$244.91		\$759.03
Building Permits		\$945.00		\$2,195.00
Land Division		\$750.00		\$750.00
Delinquent specials		\$97.50		\$97.50
Interest on del specials		\$11.70		\$11.70
ACH Mobile Home Lottery & Gaming Credit		\$4,430.28		\$4,430.28
Subtotal		\$9,143.01		
Interest earned	<i>Interest rate 5.58%</i>	\$3,864.38		\$23,227.09
Total Deposits			<b>\$13,007.39</b>	
Total General Business			<b>\$979,693.02</b>	
	<b>EXPENSES</b>			
Total Expenses			(163,258.80)	
Available Balance 3/29/2024			<b>\$816,434.22</b>	

**Lake Ridge Bank - Escrow Account**

Balance 2/29/2024		\$9,015.31		
Interest APY 0.51%		\$12.19		\$30.50
Balance as of 3/31/2024			<b>\$9,027.50</b>	

**Wayne Disch Memorial Park fund**

Balance 3/1/2024		\$957.22		
Interest APY 0.51%		\$0.39		\$1.22
Balance as of 3/29/2024			<b>\$957.61</b>	

**Greenwoods State Bank - Morning Ridge Rd CD**

Balance as of 8/23/23		\$23,489.17		
Matures 5/23/24	Int at maturity		<b>\$23,489.17</b>	

**LGIP-Park & Rec Fund**

Balance 2/28/2024		\$10,877.42		
Interest-March 5.4%		\$49.71		\$145.16
Balance as of 3/31/2024			<b>\$10,927.13</b>	

# MARCH 2024 Building Inspector Report

**Town of Union, Rock County Wisconsin**

Inspector: Bob Fahey  
15535 Francis Rd, Evansville, WI 53536

Date	Permit #	Parcel #	Name	Address	Description	New Home? 1=Y	Construction Cost	Permit Fee \$	Inspector's Fee Due	Occupancy Permit Issue	
9-Mar-2024	24-14-B		Cavlier Village MHP	10808 N Hwy 14 Lot 178F	10x12 Shed			\$ 65.00	\$ 60.00		
11-Mar-2024	24-15-B		Helbig LLC/Richland Power	12907 W Glacier Dr	New generator			\$ 130.00	\$ 120.00		
11-Mar-2024	24-16-B		Helbig LLC/Richland Power	8147 N Evansville/Brooklyn	New generator			\$ 130.00	\$ 120.00		
12-Mar-2024	24-17-B		Bright Dskies Solar LLC	7502 N Hwy 104	Elect svc upgrade & finish solar system			\$ 195.00	\$ 180.00		
12-Mar-2024	24-18-B		2417 HVAC	6553 N Abey Ct	New furnace & AC		\$ 17,413.00	\$ 65.00	\$ 60.00		
14-Mar-2024	24-19-B		RA Heating	16341 W Union Rd	Furnace			\$ 65.00	\$ 60.00		
29-Mar-2024	24-20-B		Ehren Maly	13065 W Woodworth Dr	Deck		\$ 11,000.00	\$ 130.00	\$ 120.00		
24-Mar-2024			Steven Grabe	15834 W Croft Rd	Zoning Code reinsp			\$ 65.00	\$ 60.00		
24-Mar-2024			Michelle Hack	15918 W Croft Rd	Zoning Code 1st Insp			\$ 65.00	\$ 60.00		
24-Mar-2024			Robert C Kelly Jr	7727 S 5th St	Zoning Code reinsp			\$ 65.00	\$ 60.00		
3-Apr-2024			Steven Grabe	15834 W Croft Rd	Zoning Code reinsp			\$ 65.00	\$ 60.00		
3-Apr-2024			Robert C Kelly Jr	7727 S 5th St	Zoning Code reinsp			\$ 65.00	\$ 60.00		
<b>Totals</b>							\$ 28,413.00	\$ 1,105.00	\$ 1,020.00		
<b>YEAR-TO-DATE TOTALS</b>											
<b>Total Driveway &amp; Building Permits Issued</b>							<b>13</b>	<b>\$ 3,250.00</b>	<b>\$ 2,740.00</b>		
<b>MARCH 2024 TOTALS</b>											
<b>Total Driveway &amp; Building Permits Issued</b>							<b>\$ 28,413.00</b>	<b>\$ 1,105.00</b>	<b>\$ 1,020.00</b>		
Number of New Home Permits Issued this Period							0		Building Inspector:		
Number of Driveway Permits Issued this Period							0		Total Reimbursement Requested this Period		
Number of Other Permits Issued this Period							0		\$ 1,020.00		
<b>Total Driveway &amp; Building Permits Issued this Period</b>							<b>0</b>		<b>Date</b>		
<b>Other Notes:</b>											