

**TOWN OF UNION  
Monthly Town Board Meeting  
Minutes of March 12, 2020**

The Town of Union Monthly Town Board Meeting was called to order by Chairman Kendall Schneider at 6:30 p.m. on Thursday, March 12, 2020 at the Union Town Hall, 15531 W. Green Bay Rd., Evansville, WI. Members in attendance included Chairman Schneider, Supervisor Kim Gruebling, and Clerk Regina Riedel. Road Patrolman Josh Wisner and Plan Commission Members Alvin Francis and Dave Pestor were also in attendance. Supervisor George Franklin and Treasurer Sharon Franklin were absent. The Pledge of Allegiance was recited.

**Approval of Minutes (February 13, 2020)**

Tabled until next meeting.

**Treasurer's report**

Treasurer Sharon Franklin provided the Treasurer's report ahead of time. Balances as of February 29, 2020:

Park and Recreation Fund	\$ 10,063.97
Money Market Sweep Account	\$ 517,323.57
Checking Account	\$ 16,500.00
Wayne Disch Memorial Park Fund	\$ 1,302.11
Morning Ridge Stub Road CD	\$ 22,713.20
Escrow Accounts:	\$ .07
Recycling	\$ 65.00
Total Receipts	\$ 130,167.06

**Building Inspector's report**

Bob Fahey reported issuing the following permits in February:

Date	Permit #	Name	Address	Description	Construction Cost
15-Feb-2020	20-6-B	Tristan Breidestein	8357 N Territorial Rd	24 x 48 Shed	\$10,100.00
28-Feb-2020	20-7-B	Midway Village MHP	6909 N Hwy M Lot 16	New mobile home	\$60,000.00

**Clerk Update**

There have been a significant number of absentee ballot requests for the April election.

Locating hand sanitizer for the Town Hall for elections and the Recycling Center has become difficult; an order has been placed and hopefully will be fulfilled and not cancelled due to supply issues.

The office copier/printer has stopped working and a new machine has been purchased.

Kim Gruebling requested the purchase of a digital recorder for Board of Review.

A television for the Town Hall to provide safety training to employees has been purchased. It can also be used for election training and Board of Review training, as well as to provide visuals for Plan Commission and Board meetings (land division maps, etc).

**Recycling Center Update**

Josh Wisner reported a load of scrap metal was sent in for recycling last week. Will be addressing pot holes in the next few weeks. Wisner will be getting prices for crushed asphalt as an alternative to gravel for the parking area. Wisner had requested getting a second employee at

Center, perhaps a high school student at minimum wage, to minimize issues with recycling and ensuring people pay and don't have drive offs, and keep only metal in dumpster.

### **Brooklyn Fire District Update**

Gruebling reported that the District is slowly working towards full time chief and combining fire and EMS.

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

Alvin Francis mentioned that he has heard about a solar farm project south of Edgerton, and wondered if that would be permitted in Union at this time. Perhaps it is something that the Town should consider. Schneider wondered how many acres would be taken out of production in that project; Francis stated 440 acres.

Doug Lee has spoken to the Rock County Sheriff about the issues regarding excessive noise and jake braking near his house, will hopefully be resolved.

**Public Hearing:** Review and Action on Proposed Language for Zoning Ordinance Regarding Provisions for Addition of Migrant Worker Housing within A1 & A2 Zoning Districts  
The Plan Commission discussed at their meeting last week, recommended wording provided within the handout tonight.

Three new definitions were added, as well as language for A1 and A2 zoning districts regarding conditional use requirements.

Public hearing opened at 6:55 pm.

Doug Lee expressed concerns about parcels being annexed into the City of Evansville. Concerned also that housing will eventually be repurposed to a type of housing that isn't intended.

Gruebling explained that the housing would be limited to 10 months out of the year. Francis clarified that the language proposed states that if the housing isn't used for the intended purpose, it must be repurposed, and cannot be used for another type of housing.

The WI Department of Workforce Development will do the majority of the oversight of any migrant housing, and will enforce existing rules they have developed for such projects.

Public hearing closed at 7:01 p.m.

Gruebling noted that the addition of this language does encourage agribusiness within the Town, as dictated in our Comp Plan.

Motion to approve proposed language changes to Chapter 17, as recommended by Plan Commission, made by Schneider/Gruebling.

Roll call: Schneider -Yes; Gruebling – Yes. Motion carried 2-0.

### **Board Action: Disposal of Town Vehicles: GMC Truck & International Dump Truck**

Wiser would like to dispose of both vehicles through the Wisconsin Surplus Online Auction, there would be no cost to the Town as the seller, and easier than taking sealed bids.

Motion to dispose of GMC truck and International dump truck as soon as feasible made by Gruebling/Schneider. Motion carried by unanimous voice vote.

### **Board Action: Removal of Mobile Homes in Violation of Zoning Codes**

Mobile home in question is located on Hwy 104, parcel 6-20-145, owned by Robert Seavert.

Motion to send letter to remove mobile home, reply to Board in writing with any issues, and include that failure to remove may result in legal action made by Gruebling/Schneider. Motion carried by unanimous voice vote.

Doug Lee questioned if the land owner has been paying taxes on the buildings; Riedel checked and there are no improvements listed on the assessment roll for that parcel.

### **Comprehensive Plan Update**

Gruebling would like the Plan Commission to begin reviewing the Comprehensive Plan whenever they have a meeting scheduled for other purposes.

Motion to direct Plan Commission to begin reviewing Comprehensive Plan and complete by end of November made by Gruebling/Schneider. Motion carried by unanimous voice vote.

### **Discussion/Board Action: Hiring Town Employees**

Wiser would like to hire an additional employee for the recycling center, to help ensure that cash management and security is maintained and to assist with making sure trash is accurately charged and recycling and steel are properly managed. He suggested paying minimum wage and hiring a student. Ray Legris agreed that having a second person would be beneficial. Wiser's son Braden will be 14 in May and has spent a significant amount of time at the center already, and is familiar with the processes. Legris and Beggs agreed that he would make a good addition.

Motion to hire Braden Wiser in the position of Recycling Center Attendant beginning June 1 at a rate of \$7.25/hr, with a review at 3 months, made by Gruebling/Schneider. Motion carried by unanimous voice vote.

Riedel explained that the Clerk duties continue to expand as the Town takes on more of its own roadwork duties and the administration that goes along with that, as well as additional election requirements and other duties. Hiring a high school student at \$7.25/hr to manage many of the routine duties (filing, record retention, etc) as well as to do special projects (i.e. salt inventory, road sign integrity/inventory/GPS locating, fuel usage and sales tax reimbursements, etc) would be extremely beneficial as there is no provision at this time for any increase in hours for the Clerk. She requested the Board consider her daughter Callie Ylvisaker for the position – she has been working at elections as a poll worker and is familiar with the basic clerk functions, as well as being capable of creating and maintaining spreadsheets and databases. She is currently a sophomore with a valid drivers license.

Motion to hire Callie Ylvisaker beginning immediately at a rate of \$7.25/hr in the position of Clerk Assistant, up to 10 hours per week, with a review at 3 months made by Gruebling/Schneider. Motion carried by unanimous voice vote.

Both Wiser and Riedel feel that a position description with expectations including a minimum GPA and expectations related to performance at school should be developed for each position and will work on these.

### **Roadwork**

Wiser reported that on W. East Union Rd west of Murray Rd, there are issues with water runoff and washing out of culverts and culvert at landowners property. May need to get agreement from property owners to do work on land and perform future maintenance.

Bids to be considered:

Crack filling Emery Rd.

Culvert replacement on W Union Rd.

Sealcoating: Board needs to discuss roads, specifically George Rd., Donna Ln., Stewart Rd. Gruebling feels these are essentially driveways; he has checked with the Towns Association, and they can be given back to landowners. Stewart Rd. is an access road for farmland access, can't cut them off. There are a number of similar roads throughout the Town and we are losing money on them (transportation aid received vs. improvement/maintenance costs). On Stewart Rd., a number of trees need to be removed before any work can be done. On Kile Rd., half of the recent improvements were paid for by the landowner, perhaps the Town should follow this when addressing the situation on Stewart Rd. Gruebling stated that the Board needs to make a decision regarding the future of these types of roads. Taxpayers are subsidizing this roadwork.

Union Rd. Connector.

Culverts on Porter Rd.

Pleasant Prairie, Emery Rd. culverts, Evansville Brooklyn Rd., E. Union Rd.

Motion to approve all projects presented with the exception of Donna Ln., Stewart Rd., George Rd. made by Gruebling/Schneider. Motion carried by unanimous voice vote. Wisner can notify bidders to begin work at any time.

Wisner reported he began patching this week, there are some rough areas that can't be patched until the temperature is higher and a larger patch can be done.

**Board Action: Approval of Attorney Involvement in Roadwork Issues to include Easements and Road Abandonments/Vacations**

Motion to utilize services of Town attorney for easements if needed made by Gruebling/Schneider. Motion carried by unanimous voice vote.

**Pay Bills**

There being no further business to come before the Board, a motion to adjourn and pay bills was made by Gruebling/Schneider. Motion carried by unanimous voice vote. Meeting adjourned at 8:09 p.m.

**TOWN OF UNION  
TREASURER'S REPORT  
February 29, 2020**

**SBCP-MUNICIPAL ACCOUNT**

JAN 31 BALANCE \$1,456,550.47

INTEREST-FEB \$1,509.51

MOBILE HOME PARK TAX \$2,482.00

DUMP TICKETS \$1,676.80

LAND DIVISION

ZONING PERMIT \$750.00

DRIVEWAY PERMIT

BUILDING PERMITS \$850.00

ASSES. LETTER \$30.00

DOG LICENSE \$105.00

VARIANCE PERMIT

GEN. TRAN AID

LATE DOG LIC. FEES

EXEMPT.COMPUTER AID

ROCK CO. DOG REFUND

CHARTER COM \$1,234.68

ROCK CO LEVY

MH LICENSE

LIQUOR LICENSE

R.E. COLLECTION \$121,479.07

OVER PAYMENT OF R.E.

FIRE CALLS

FIRE DUES

SHARED REVENUE

MH LOTTERY CREDIT

LOTTERY CREDIT

RECYCLE SALES \$20.00

FISH & WILDLIFE

REFUNDS-EV W & L

LATE PER PROP TAX

INTEREST ON LATE PP

MANAGED FOREST

RECYCLE GRANT

LANDMARK PAT DIVIDEND

PILT -JAN

PILT-APR

NSF \$30.00

**TOTAL RECEIPTS--FEB** \$130,167.06

TRANSFER TO CHECKING -\$1,159,393.96

**FEB 29 BALANCE** \$517,323.57

**CHECKING ACCOUNT** \$16,500.00

**RECYCLE CENTER-YTD**

SCRAP METAL  
TIRES \$65.00

TOTAL \$65.00

**WD PASS BOOK**

JAN 31 BALANCE \$1,302.06

INTEREST-FEB \$0.05

**FEB 29 BALANCE** \$1,302.11

**ESCROW ACCOUNT**

JANUARY BALANCE \$0.07

**GREENWOODS STATE BANK**

MORNING RIDGE RD CD \$22,713.20  
INTEREST

MATURES 12/23/2021 INT.PD. 6&12

**LGIP-PARK FUND**

JAN 31 BALANCE \$10,051.07

INTEREST-FEB \$12.90

**FEB 29 BALANCE** \$10,063.97

