

TOWN OF UNION

Minutes of June 14, 2022 Monthly Town Board Meeting

The Town of Union monthly board meeting was called to order by Chairman Kendall Schneider at 6:30 p.m. on Tuesday, June 14, 2022, at the Town of Union Town Hall, 15531 W. Green Bay Rd., Evansville, WI. Members in attendance included Chairman Schneider; Supervisors Kim Gruebling, Mason Barber, Don Templeton and Dave Pestor; Clerk Regina Riedel; Treasurer Jessica Nellen; Building Inspector Bob Fahey; Road Patrolman Josh Wisner; and Plan Commission members Don Krajeck and Ray Legris. The Pledge of Allegiance was recited.

Rock County Sheriff's Deputy was in attendance to address any resident concerns. Don Krajeck stated that there has been additional heavy truck traffic on Evansville Brooklyn Road as a result of the roadwork on Highway 14 and Highway 92. Josh Wisner noted additional and speeding traffic on Holt Road as well, also due to this construction. The road is posted 45 mph and this limit is not being observed. There were additional public complaints about drivers not stopping at the Pleasant Prairie/Emery Road intersection. Deputy noted these concerns and will share with superiors.

Clerk's Minutes (May 10, 2022)

Motion to accept the minutes of the May 10, 2022 Board meeting as written made by Gruebling/Templeton. Motion carried by unanimous voice vote.

Treasurer's report

Treasurer Jessica Nellen reported balances as of May 31, 2022. She also reported receiving PILT, Personal Property Aid and Charter franchise fee payments during the month of May.

Building Inspector's report

Building Inspector Bob Fahey reported permits issued during May.

Clerk Update

Clerk Regina Riedel reported that the Assessor's Open Book is scheduled for June 16 from 2-4 p.m. Due to the revaluation, she anticipates a busy afternoon. There have been internet service issues at the Town Hall lately, which will hopefully be resolved prior to Open Book. New loan documents have been received from BCPL for signature to finalize loan processing.

Recycling Center Update

Wiser reported individuals from out of town were dumping brush at the Center during the last week. The Center shows up on Google maps, directing individuals to the site without information regarding hours, residency requirements, etc. An electronic gate limiting access would resolve this issue.

Fire District Updates

No updates.

Roadwork Update

Dave Pestor shared estimates for work on Croft Road. Because there is no base under the existing road, he believes the entire surface should be removed, repaved and reshouldered. Pestor also noted that the Board should consider purchasing a tailgate spreader so shouldering work could be done in house, saving money in the long run. Wisner noted that the amount of money being considered in these estimates legally requires that the work be bid out, which it has not yet been.

Motion to begin bid process for the work presented in option #4 of the estimates for Croft Road made by Gruebling/Barber. Noted that this option specifies pulverizing, which should be clarified in the bid documents. Motion carried by unanimous voice vote.

Riedel will prepare bid documents for review and approval of the Board, and will have them ready for approval at a special meeting on Thursday, June 16 at 5 p.m.

Wiser reported roadside mowing is complete, except for Weary Road and part of Milbrandt Road. Additionally, Wiser requested that the Board meet to make a plan for future road work; he will plan to attend the meeting on Thursday to discuss further.

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

Resident Mary Libby was in attendance to check on the status of complaints she had received from a neighbor regarding possible ordinance violations on her property. The Board has not received any complaints regarding her property and, judging by the information Libby provided, there would be no ordinance violation.

Discussion/Board Action: Adoption of Town Policy Regarding Maintenance of Limited Use Roads

Gruebling would like to add a statement to the policy clarifying that maintenance of limited use roads will not include paving. Agreed by all to add.

Discussion/Board Action: Tree & Brush Cutting

Pestor would like the Board to authorize himself and Josh Wiser to determine which trees to trim/remove within the established budget, without requiring Board review and approval of each individual tree. Templeton expressed concern that landowners be notified of any trees being considered for trimming/removal outside of the right of way; Wiser confirmed that at this time there are no trees under consideration which would fall outside the right of way and that if this situation did occur, landowners would be notified ahead of time.

Motion to authorize Pestor to determine priority of tree and brush cutting and have work performed within established budget made by Pestor/Gruebling. Motion carried by unanimous voice vote.

Discussion/Board Action: Replacement of Culverts on Bullard Rd.

The Town is considering having Rock County Public Works do the culvert replacements so they can handle traffic control.

Motion to approve having Rock County perform culvert replacements and handle traffic control on Bullard Rd. made by Schneider/Pestor. Motion carried by unanimous voice vote.

Discussion/Board Action: Permits & Fees for Street Openings, Fiber Optic Installations, Etc.

Barber has located a draft ordinance to model a Town ordinance after; Riedel offered to assist with preparing a final version off of the draft ordinance.

Board Action: Review and Approval of 2022-2023 Alcohol Beverage License Applications

Riedel reported receiving renewal applications from Union Tavern and E'ville Spirits to date; no applications have been received from Evansville Golf Course or Red Barn.

Motion to approve 2022-23 alcohol beverage licenses for Union Tavern and E'ville Spirits made by Gruebling/Schneider. Motion carried by unanimous voice vote.

Board Action: Review and Approval of 2022-2023 Cigarette and Tobacco Products Retail Licenses

Riedel reported receiving applications from Union Tavern and E'ville Spirits to date; she does not anticipate receiving applications from Evansville Golf Course or Red Barn.

Motion to approve 2022-23 cigarette and tobacco products retail licenses for Union Tavern and E'ville Spirits made by Gruebling/Pestor. Motion carried by unanimous voice vote.

Board Action: Review and Approval of 2022-2023 Operator Licenses

Riedel has received completed applications for individuals at Union Tavern and E'ville Spirits to date; no application have been received from Evansville Golf Course or Red Barn.

Motion to approve 2022-23 operator licenses for individuals at Union Tavern and E'ville Spirits made by Gruebling/Schneider. Motion carried by unanimous voice vote.

Board Action: Review and Approval of 2022-2023 Mobile Home Park Licenses

Riedel reported receiving completed applications from Birchwood, Midway Village, and Fair Street. An incomplete application was received from Valhalla, and no application has been received from Cavalier Village.

Fahey has conducted inspections at all parks, and all parks have ordinance violations. He is unclear on the process to issue citations; the Town attorney stated that the Town does have an ordinance in place to facilitate the issuance of citations, but the process involving the Evansville municipal court is unclear. Fahey will send Riedel order to correct language, as well as specific ordinance violations, to include in letters to be sent certified mail to each park. Letters should state that an order to correct will be issued if violations are not corrected within 30 days.

Pay Bills

There being no further business to come before the Board, a motion to adjourn and pay bills was made by Gruebling/Pestor. Motion carried by unanimous voice vote. Meeting adjourned at 8:35 p.m.