

TOWN OF UNION

MINUTES OF SEPTEMBER 13, 2022

The Town of Union monthly board meeting was called to order by Chairman Kendall Schneider at 6:30 p.m. on Tuesday, September 13, 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, Road Patrolman Josh Wiser, and Plan Commission members Don Krajeck, Larry Meier, Derek Blume and Ray Legris were also in attendance. Building Inspector Bob Fahey was absent. The Pledge of Allegiance was recited.

Clerk's Minutes (August 10, 2022)

Motion to approve minutes of August 10, 2022 as written made by Templeton/Gruebling. Motion carried by unanimous voice vote.

Treasurer's Report

Treasurer Jessica Nellen reported balances as of August 31, 2022 (attached).

Building Inspector's Report

Building Inspector Bob Fahey was not in attendance; report of permits issued during August was read in by Schneider (attached).

Clerk Update

Clerk Regina Riedel reported the Board of Review has been rescheduled for October 13 from 5-7 p.m. The Wisconsin Towns Association annual conference is upcoming; Schneider requested that Riedel register him for both days, no other Board members planned to attend.

A request for restitution for the damage to signage along Territorial Rd. in late spring has been submitted to the Rock County District Attorney. Absentee ballots for the November general election will be going out within a week. Reimbursement for damage to Dreamview Ln. by contractors installing underground cable has been received.

Gruebling stated that driveway on Cemetery Rd. has been completed and refund of permit bond can be issued.

Recycling Center Update

Nothing to report.

Fire District Updates

Gruebling reported that Brooklyn EMS fees will increase for the Town, approximately \$3/per capita.

Brooklyn Fire District budget meeting to finalize numbers will be 9/27/22.

Schneider stated the budget has not been finalized for Evansville Fire Department, but increases should be minimal.

Roadwork Update

Pestor reported that both Evansville-Brooklyn Rd. and Croft Rd. were repaired this month. Stewart Rd. was repaired with cold mix and recycled asphalt. Culverts on Bullard Rd. have been replaced; the recent rain washed out the gravel over the new culverts but this has been repaired. They will be permanently patched prior to winter.

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

Derek Blume stated that regarding culverts, he'd like Pestor and Wiser to check a culvert on Cemetery Rd. which has gotten progressively worse in the past few months. Pestor stated they will look at it tomorrow.

Alvin Francis mentioned that the Evansville City Council is meeting tonight regarding the second revision of their Comp Plan. They state in their draft that they would like to hold additional meetings with the Town, as well as a review of the extraterritorial zoning jurisdiction language.

Doug Williams, owns Burr Oaks Farm on Evansville Brooklyn Rd., provided the Board with an overview of the work done to the property since 2011. They are in the process of selling the property and there has been interest in using it as an event space.

Pestor would like the issue of reducing the speed limit on Old 92 from Hwy. 213 to the Croft Rd. bridge addressed at next month's meeting, as well as a review of the current brush ordinance.

Board Action: Approval of Ballweg Request for Building Second Residence on Parcel/Demolition of Original Residence

The Board gave preliminary approval of the request at the August meeting, tonight's agenda item is formal approval of the request.

Motion to approve request made by Gruebling/Templeton. Motion carried by unanimous voice vote.

Board Action: Mobile Home Park Ordinance Violations & Licensing

Fahey provided an updated report of violations to the Board via email. Templeton noted that Lot 7 at Birchwood has same violation since 2013. Every park except Fair Street continues to have outstanding violations. Gruebling suggested utilizing the citation process to address current violations; Templeton believes a citation should be issued for each separate violation.

Motion to direct Building Inspector to issue a citation for each violation in each park, with reinspection in 10 days and second citation issued if not corrected and reinspection fees charged to parks made by Templeton/Barber.

Gruebling requested that Schneider contact Fahey regarding the citations.

Motion carried by unanimous voice vote.

Riedel requested that the Board issue license to Fair Street Village, as their violations have been corrected.

Motion to issue 2022-23 mobile home park license to Fair Street made by Gruebling/Barber. Motion carried by unanimous voice vote.

Discussion/Board Action: Hiring Part Time Snowplow Operators

The Board agreed that the position should be posted with an open deadline for applying, with wages up to \$25/hour.

Board Action: Appointment of Plan Commission Member & Chairman

Motion to appoint Don Krajeck as Chairman made by Gruebling/Schneider. Motion carried by unanimous voice vote.

Motion to reappoint Alvin Francis to the Plan Commission made by Templeton/Pestor. Motion carried 4-0, Gruebling abstaining.

Board Action: Appointment of Board of Adjustment Members

Riedel noted that the current zoning ordinance specifically does not allow for members of the Board or Plan Commission to serve on the Board of Adjustment. State statutes do allow for one member of the Board of Adjustment to be a member of the Board. She suggested changing the zoning ordinance to allow the appointment of one Town Board member to the Board of Adjustment; it would make sense to have one individual on the Board who is more familiar with Town ordinances and processes, considering the Board of Adjustment meets infrequently and must navigate a large ordinance. Board agreed to make this change to the zoning ordinance at the next Board meeting.

Motion to appoint Robin St. Clair to the Board of Adjustment made by Gruebling/Templeton. Motion carried by unanimous voice vote.

Board Action: Designation of Emergency Management Representative

The Town is required to appoint an Emergency Management Representative, as well as to develop an emergency plan. Motion to appoint Mason Barber as the Town Emergency Management Representative made by Gruebling/Templeton. Motion carried by unanimous voice vote, Barber abstaining.

Board Action: Adoption of Resolution 2022-02, Resolution Authorizing an Adjustment to the Municipal Levy Limit for Increases in Charges Assessed by the Brooklyn Fire and EMS Protection District Inc.

Riedel explained the Town is required to adopt this resolution each year, in order to increase the tax levy in an amount equal to any increases in charges assessed by the Brooklyn Fire District/EMS in the upcoming year.

Motion to adopt Resolution 2022-02, Authorizing an Adjustment to the Municipal Levy Limit for Increases in Charges Assessed by the Brooklyn Fire and EMS Protection District made by Schneider/Gruebling. Motion carried by unanimous voice vote.

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

Board is unclear on the process that Rock County intends to put in place for administration of permits and fees. Gruebling and Schneider plan to attend the Rock County WTA meeting where a presentation will be given on the topic. The issue will be discussed again at next month's Board meeting.

Pay Bills

There being no further business to come before the Board, a motion to adjourn and pay bills was made by Gruebling/Templeton. Motion carried by unanimous voice vote. Meeting adjourned at 7:57 p.m.

Town of Union Treasurer's Report August 2022

Prepared by: Jessica Nellen

State Bank of Cross Plains - Municiple Account

Beginning Balance			\$540,284.63	
	INCOME			YTD
MHP - taxes	\$1,310.92			\$10,555.91
Refuse	\$1,999.75			\$16,827.94
Tires	\$20.00			\$730.00
Special Assessment Letters	\$30.00			\$225.00
Building Permits	\$3,478.76			\$11,386.36
Dog License	\$20.00			\$270.00
Dog Late Fees	\$10.00			\$25.00
Real Estate Taxes -August Settlement	\$126,501.54			\$126,501.54
ACH Charter	\$779.91			\$2,295.53
Subtotal	\$134,150.88			
Interest earned	Interest rate 1.58%	\$794.81		\$1,583.92
Checking account interest		\$23.35		\$58.71
Total Deposits			\$134,945.69	
Total General Business			\$675,230.32	
	EXPENSES			
Total Expenses			(60,785.62)	
ARPA Funds			224,200.04	
SBCP Available Balance 8/31/2022			\$390,244.66	

State Bank of Cross Plains - Checking Account

Balance as of 8/31/2022 **\$16,500.00**

State Bank of Cross Plains - Escrow Account

Balance 7/29/2022 **\$5,008.86**

Drivew Bond - 8439 Birdie Ln \$1,000.00

Interest APY 1.58% \$8.14 \$16.07

Balance as of 8/31/2022 **\$6,017.00**

Wayne Disch Memorial Park fund

Balance 7/29/2022 \$1,553.07

Interest APY 0.17% \$0.24 \$0.54

Balance as of 8/31/2022 **\$1,553.31**

Greenwoods State Bank - Morning Ridge Rd CD

Balance as of 6/30/2022 \$23,608.88

Matures 12/23/2025 Int pd 6&12 **\$23,608.88**

LGIP-Park & Rec Fund

Balance 7/29/2022 \$10,124.54

Interest-August 2.15% \$18.48 \$27.49

Balance as of 7/31/2022 **\$10,143.02**

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

Other Notes: