

TOWN OF UNION

MONTHLY TOWN BOARD MEETING MINUTES February 14, 2023

The Town of Union monthly board meeting was called to order by Chairman Kendall Schneider at 6:30 p.m. on Tuesday, February 14, 2023, at the Town of Union Town Hall, 15531 W. Green Bay Rd., Evansville, WI. Members in attendance included Chairman Schneider, Supervisors Mason Barber, Kim Gruebling and Don Templeton. Supervisor Dave Pestor was absent. Clerk Regina Riedel, Treasurer Jessica Nellen, Building Inspector Bob Fahey, Road Patrolman Josh Wisner, and Plan Commission members Ray Legris, Larry Meier, Alvin Francis, and Derek Blume were also in attendance. The Pledge of Allegiance was recited.

Clerk's Minutes (January 10, 2023)

Motion to approve the minutes of January 10, 2023 as written made by Gruebling/Barber.
Motion carried by unanimous voice vote.

Treasurer's Report

Nellen reported balances as of January 31, 2023 (attached). She also noted that the State Bank of Cross Plains is changing to LakeRidge Bank, and the Town will be combining their municipal and sweep checking accounts.

Building Inspector's Report

Fahey had no permits to report for January.

Gruebling noted a complaint has been received of a dog daycare operating on Cemetery Rd. in violation of the Town's zoning code, and would like a letter sent to the residents notifying them that they are in violation.

Additionally, Gruebling would like a Board member designated as liaison with the Town attorney. Will be addressed following the upcoming election.

Clerk Update

Riedel reported that once again, as she completed insurance renewal paperwork for the Town, questions arose regarding the Town's cybersecurity policies, procedures and contingency plans, to which she had to respond that there are none in place. This was a concern she brought up to the Board at the same time last year and is reiterating her concerns that these issues are not being addressed and at some point will be an issue.

Riedel also reported that the version of QuickBooks which the Town has been using for years is no longer supported by the company. The Town will need to transition to a new version, either online or desktop, with an estimated annual cost around \$2,000 which was not budgeted for this year. Riedel will research further regarding online vs. desktop and report back next month.

Recycling Center Update

Ray Legris would like to reinstate using sign in sheets; the Board has no problem with this.

Fire District Updates

No updates.

Emergency Management Update

Barber reported that the Hazard Mitigation Plan for the County has been finalized and is at the State for review now.

Roadwork Update

Wiser reported some recent expenses replacing blades on snowplows.

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

A resident asked about TDS service expansion into area; Schneider stated that the Town is not involved directly in any discussions with TDS, but he can check into contacting them regarding expanding into the Town.

Public Hearing: Action on Request from R Four Inc. (Joe Rohloff), 7538 N. Territorial Rd., Evansville, WI for a land division for parcel #6-20-218.B, located in the NW ¼ of Section 25, to divide 17 residential lots south of Travis Trace and complete the Conifer Hills subdivision development. The parcel was rezoned Rural Residential in 1998 as part of the original subdivision request.

Public hearing opened at 6:49 p.m.

Ron Combs was in attendance representing the applicant, explained this is the final addition to the subdivision.

Existing subdivision residents have concerns about stormwater management, vehicle speed and covenants. Combs stated they will address stormwater management to alleviate any existing water issues and anticipate any future concerns.

Residents inquired about who is currently on the Architectural Control Committee? The Committee is currently made up of only Joe Rohloff; his parents were on it while they were alive. Once 75% of lots are sold the Committee would be turned over to homeowners association; until that time it is only Rohloff.

Templeton questioned the length of the new road; Combs stated approximately 1,300 ft.

Public hearing closed at 7:05 p.m.

Motion to approve request made by R Four Inc. (Joe Rohloff), 7538 N. Territorial Rd., Evansville, WI for a land division for parcel #6-20-218.B, located in the NW ¼ of Section 25, to divide 17 residential lots south of Travis Trace and complete the Conifer Hills subdivision development made by Gruebling/Barber. Motion carried by unanimous voice vote.

An engineer will need to be retained by the Town to oversee road construction; an agenda item will be added to the March agenda to address the issue.

Public Hearing: Action on Request from R Four Inc. (Joe Rohloff), 7538 N. Territorial Rd., Evansville, WI for a land division and zoning change for parcel #6-20-217, located in Section 25, to divide 3.5 acres from the existing 118.5 acre lot for the purpose of separating the existing buildings from the lot. The requested 3.5 acre lot would be rezoned A3, and the parent parcel would retain A1 zoning.

Public hearing opened at 7:12 p.m.

The Plan Commission recommended approval. The applicant is separating off buildings only, keeping the remainder of the parcel in farmland.

Public hearing closed at 7:14 p.m.

Motion to approve the request made by R Four Inc. (Joe Rohloff), 7538 N. Territorial Rd., Evansville, WI for a land division and zoning change for parcel #6-20-217, located in Section 25, to divide 3.5 acres from the existing 118.5 acre lot for the purpose of separating the existing buildings from the lot; the requested 3.5 acre lot would be rezoned A3, and the parent parcel would retain A1 zoning made by Gruebling/Templeton. Motion carried by unanimous voice vote.

Public Hearing/Board Action: Adoption of Ordinance 2023-01, Changing the Name of Francis Road to Francis Drive

Motion to approve the change and have Town cover costs for new signage made by Gruebling/Templeton. Motion carried by unanimous voice vote.

Discussion/Board Action: Building Code Violation – N. Robert Dr.

No discussion.

Discussion: Updates to Chapter 15, Building Code

Clarification that this item is actually to discuss updates to the zoning code to address non-conforming uses. Riedel suggested sending to Town attorney for draft of update to ordinance prior to sending to Plan Commission so they have a document to work off.

Motion to send to attorney for draft made by Gruebling/Schneider. Motion carried by unanimous voice vote.

Discussion: Temporary Use Permitting for Event Spaces

Fahey felt that ag buildings converted to this type of use should meet commercial building code requirements, and that the State should review plans for compliance; noted that the Town of Magnolia is dealing with the same issue now.

The issue has been sent to the attorney for a legal opinion, but no response has been received yet. Board requested that Riedel ask the attorney to address issues regarding commercial rezoning vs. CUP or temporary use permitting, as well as the Town's ability to limit use and impose other conditions related to use.

Discussion/Board Action: Mobile Home Park Ordinance Violations & Licensing

Gruebling reiterated that a Board member should be in charge of this.

Fahey stated that he has not heard from several parks for reinspection of violations, and therefore assumes they are not completed and still in violation (Cavalier, Birchwood).

Discussion/Board Action: Updates to Brush Ordinance

Tabled until March Board meeting.

Update: Ordinance, Permits & Fees for Street Openings, Fiber Optic Installations, Etc.

Updates on fee schedule were discussed, based on Rock County fee schedule. Riedel will make changes and issue will be discussed at March 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 7:58 p.m.

Town of Union Treasurer's Report January 2023

Prepared by: Jessica Nellen

State Bank of Cross Plains - Municipal Account

Beginning Balance		\$1,076,626.53	
	INCOME		YTD
Refuse		\$2,922.00	\$2,922.00
Scrap		\$332.55	\$332.55
Tires		\$25.00	\$25.00
Special Assessment Requests		\$120.00	\$120.00
Dog licenses		\$180.00	\$180.00
MHP Tax		\$302.85	\$302.85
Building Permits		\$650.00	\$650.00
ACH RE collections		\$1,931,815.63	\$1,931,815.63
ACH PILT		\$10,474.86	\$10,474.86
ACH Gen Transportation Aid		\$36,779.13	\$36,779.13
Subtotal		\$1,983,602.02	
Interest earned	<i>Interest rate 4.17%</i>	\$6,513.66	\$6,513.66
Checking account interest		\$59.16	\$59.16
Total Deposits		\$1,990,174.84	
Total General Business		\$3,066,801.37	
	EXPENSES		
Total Expenses		(1,012,902.29)	
ARPA Funds		28,400.04	
SBCP Available Balance 1/31/2023		\$2,025,499.04	

State Bank of Cross Plains - Checking Account

Balance as of 1/31/2023 **\$16,500.00**

State Bank of Cross Plains - Escrow Account

Balance 12/31/2022	\$5,040.70	
Conifer Hills Escrow	\$4,000.00	
Interest APY 0.22%	\$1.81	\$1.81
Balance as of 1/31/2023		\$9,042.51

Wayne Disch Memorial Park fund

Balance 12/31/2022	\$1,554.44	
Interest APY 0.22%	\$0.30	\$0.30
Balance as of 1/31/2023		\$1,554.74

Greenwoods State Bank - Morning Ridge Rd CD

Balance as of 6/30/2022	\$23,608.88	
Interest	\$71.02	\$71.02
Matures 12/23/2025	Int pd 6&12	\$23,679.90

LGIP-Park & Rec Fund

Balance 12/31/2022	\$10,254.60	
Interest-January 4.26%	\$37.13	\$37.13
Balance as of 1/31/2023		\$10,291.73