

**TOWN OF MOSEL
TOWN BOARD MONTHLY MEETING**

DECEMBER 13, 2011

MINUTES

- I. Call To Order and Verification of Meeting Duly Noticed.** Town Chair Dirk Zylman called the meeting to order at 6:30 p.m. at the Mosel Town Hall, W982 County Road FF, Sheboygan. Other Town officials present were Supervisor Wayne Warnecke, Supervisor Aaron Anger, Constable Mike Langland and Clerk-Treasurer Rachel Rehbein. Also present was Jim Hodgell. Clerk-Treasurer Rehbein confirmed the meeting was properly noticed on December 12, 2011 at the Town Hall at 12:55 a.m., the Transfer Station at 3:14 p.m., Joe's Hometown Auto at 3:22 p.m. and the website at 10:59 a.m.
- II. Public Input: Discussion only – any topic.** None.
- III. Approve/Accept Minutes from November 8, 2011 Monthly Board Meeting and November 17, 2011 Special Town Board Public Hearing.** Motion Anger/Warnecke to accept minutes from November 8, 2011 Monthly Board Meeting with changes; carried 3-0. Motion Warnecke/Anger to accept minutes from November 17, 2011 Special Town Board Public Hearing; carried 3-0.
- IV. Approve 2012 Budget.** Motion Anger/Warnecke to approve the 2012 budget; carried 3-0.
- V. Public Works, Public Safety and Enforcement.**
 - A. Update on Neighborhood Watch Organizational Meeting.** A neighborhood watch program is being organized on Garton Road east of County Road LS. A meeting was held December 11, 2011 at the Town Hall. Deputy Ethan Weber attended as well as 15 other people. Louis Milsted will be attending the January Monthly Board meeting to update the Board on the program.
 - B. Approve Ordinance 2011-06: Amending Zoning District Boundaries.** Motion Warnecke/Anger to approved Ordinance 2011-06; carried 3-0.
 - C. Discuss and Possible Take Action on Administrative Permit for Resurfacing Driveways.** The Board gave verbal approval for a form to be signed by homeowners that are resurfacing their driveways. The form states that any repairs needed in the right-of-way may damage their driveway and it is their expense to fix. The Board felt a motion was not necessary.
 - D. Discussion and Action on Sheboygan County Sheriff's Department Joint Powers Agreement.** Motion Anger/Warnecke to authorize Chair Zylman to sign the Joint Powers Agreement; carried 3-0.
 - E. Update on County Road LS Property.** The owner has been ordered by the Sheboygan County Planning Department to stop work. The Town will work with Sheboygan County Planning Department to get the matter settled.
 - F. Discuss and Possible Take Action When Building Inspections Required.** Supervisor Anger as asked to report back in January as to wording that should be added to possibly include outbuildings and/or accessory structures.
 - G. SSA-TAC/MPO (Sheboygan Service Area-Technical Advisory Committee/ Metropolitan Planning Organization) Report.** Supervisor Warnecke reported that the I-43 bridges at County Road J, County Road O and Highway 32 will be closed March-May 2012. WDOT has approved Haven Fire Department's use of the event only ramps for

emergency purposes. This would require the Town to have the ramps plowed in winter at the Town's expense. Chair Zylman will contact Todd Grunwald to review the agreement between WDOT and Haven Fire Department before it is signed.

- H. **2030 Sheboygan Urbanized Area Sewer Service Plan – TAC Report.** A copy of the draft report is available in the Clerk-Treasurer's office.
- I. **Ordinance and Permit Violations.** Constable Langland reported he spoke to the property owner on County Road LS that did not get a permit to resurface their driveway. The grass has now been cut at the cell tower on Playbird and Rangeline. Constable Langland picked up trash, pipes, and scrap metal along the roads.
- J. **Constable's Report and Log Review.** Constable's log was reviewed and signed.

VI. Personnel

- A. **Appoint Three (3) Planning & Zoning Commission members for 3 year terms beginning 1/1/12 and ending 12/31/14.** Motion Warnecke/Anger to appoint Ronald Vandoske, Cathy Kanouse, and Joel Kaeppler as Planning & Zoning Commission members for a three-year term, ending December 31, 2014; carried 3-0.
- B. **Appoint Two (2) Board of Appeals members for 3 year terms beginning 1/1/2012 and ending 12/31/14.** Motion Anger/Warnecke to appoint Dennis Mueller and William Ochs as Board of Appeals members for a three-year term, ending December 31, 2014; carried 3-0.
- C. **Appoint Election Inspectors for 2 year terms beginning 1/1/12 and ending 12/31/13.** Motion Warnecke/Anger to appoint the following Election Inspectors for a two-year term, ending December 31, 2013: Kay McGrane, Mary Ellen Schnelle, Helen Harms, Dennis Sommer, Bev Herzog – Chief, Delores Ochs, Wendy Kaeppler – Chief, Mary Ann Krause, Paula Duveneck - Chief, Rachel Rehbein, Monica Lienau, Sandy Loth, Lois Demmin, and Ralph Mayer; carried 3-0.
- D. **Discussion and Action on Clerk/Treasurer Compensation.** Motion Warnecke/Anger to increase the Clerk-Treasurer Rachel Rehbein's compensation from \$17,500 a year to \$17,850.00 a year (2% increase) beginning January 1, 2012; carried 3-0.
- E. **Discussion and Action on Chief Inspector Compensation.** Motion Anger/Warnecke to increase the Chief Inspector's Compensation from \$8.00 an hour to \$9.00 an hour; carried 3-0.
- F. **Discussion and Action on Lawn Care Workers Compensation.** Motion Warnecke/Anger to increase the Lawn Care Workers Compensation from \$65.00 per time for Immanuel (Dairyland Drive) Cemetery/\$75.00 per time for Harms (Highway 42) Cemetery to \$80.00 per time for Dairyland Drive/\$90.00 per time for Highway 42; carried 3-0.

VII. Correspondence/Communications/Contacts.

- A. **Website Count: 2918**
- B. **Walter E. Allen Shipwreck (Canaller) Designation.** The Walter B. Allen Shipwreck (in Lake Michigan 7 miles Northeast of Sheboygan in the vicinity of Mosel) has been placed on the State Register of Historic Places and the National Register of Historic Places.
- C. **Farmland Preservation Planning Kick-off Meeting.** Supervisor Anger will attend this meeting December 21, 2011. Chair Zylman will attend if Supervisor Anger is not available.
- D. **Eisner Avenue Reconstruction.** In 2013 Eisner Avenue will be reconstructed. County Road LS will be temporarily closed at Eisner Avenue for approximately 6 weeks. The suggested detour route would use Playbird Road, Dairyland Drive, STH 42/Calumet Drive and North Avenue.
- E. **Chair Contacts.** A copy of Chair Zylman contact information is filed in the Clerk-Treasurer's office.

F. Others.

VIII. Financials:

- A. Approve Resolution 2011-04 to Transfer Funds to Amend 2011 Budget.** Motion Warnecke/Anger to approve Resolution 2011-04 to Transfer \$1,200 from Public Works Account to Public Safety; carried 3-0.
- B. Update on 1 Year CD Rollover.** \$240,000 CD was rolled over to a one year CD for a rate of 1%. It will mature November 27, 2012.
- C. Discuss Computer Virus.** Clerk-Treasurer Rehbein's computer had a virus. McAfee had to be paid \$89.95 to remove it. A new router had to be purchased. The three \$10 gift cards that the Town had from Best Buy were used. Any cost over the \$30 will be covered by the Haven Fire Department since they use the same router.
- D. Cleveland State Bank Pledging Collateral Letter.** This year the tax payments will go into the Town's checking account with full FDIC Insurance.
- E. Update on Haven Fire Department Equipment Van Loan.** Haven Fire Department was paid \$35,000 for the Equipment Van. If they have any cost above that for the Van, they will need to get Board approval. If they do not use all the \$35,000 for the equipment van, they must return the unused amount.
- F. Discussion and Possible Action to Determine 2011 Surplus Use.** Motion Anger/Warnecke to transfer \$25,000.00 of the 2011 surplus to Dairyland Drive to repay the Equipment Van; carried 3-0.
- G. Review Financial Reports.** The financial reports were reviewed and filed in the Clerk-Treasurer's office.
- H. Review and Approve Voucher List.** Motion Warnecke/Anger to approve payment of all items on the voucher list, a total of \$16,950.59.18; carried 3-0.
- I. Building Permit, Conditional Use, Rezoning, and Variance Applications Report.** The value of the building permits issued November 1-30, 2011 was \$96,070.00. Total fees collected were \$256.00 plus \$47.00 late fees. The year-to-date total value is \$1,139,639.53. There were no Driveway Permits issued, no new rezoning applications requested, no new Conditional Use/Special Land Use applications distributed and no new Variance Applications distributed.

IX. Review Upcoming Calendar of Events.

- A. January 10, 2012 Board Meeting.**
- B. February 14, 2012 Board Meeting.**
- C. February 21, 2012 Primary, if necessary.**
- D. Others.** January 26, 2012 MPO meeting, Board of Review Training.

X. Future Agenda Items: Discussion Only. Road repair on Rangeline Road.

XI. Adjourn. Motion Warnecke/Anger to adjourn; carried 3-0. Meeting adjourned at 8:00 p.m.

ATTEST:

Dirk Zylman, Chair

Rachel Rehbein, Clerk-Treasurer

Approved on 1/10/2012