

**MINUTES OF THE MEETING OF THE
TOWN OF SHEBOYGAN TOWN BOARD
TUESDAY DECEMBER 21ST, 2021 AT 5:15 PM**

A Town of Sheboygan Town Board meeting was held on Tuesday, December 21st, 2021, at 5:15 pm in open session at the New Town Hall, 4020 Technology Parkway, Sheboygan, Wisconsin 53083, Sheboygan County, Wisconsin.

The meeting was called to order by Town Chairman Dan Hein. The following were also present at the meeting: Supervisors Jim Schwinn, Brad Lambrecht, Pat Schmidt, DPW/Engineer Tom Holtan, Clerk Peggy Fischer, Attorney Mike Bauer, Chief Ed Biederwolf, Deputy Director of Public Works Tod Holfeltz, Deputy Director of Utilities Damian Nevers, and Sanitary District #3 President Art Stewart.

Notice of the meeting was given to the public at least 24 hours prior to the meeting by posting in three (3) different places.

Upon motions duly made and seconded, the Town of Sheboygan Town Board unanimously adopted the attached resolutions unless noted otherwise and made a part of these minutes by reference.

There being no further business the meeting was adjourned.

TOWN OF SHEBOYGAN TOWN BOARD

DANIEL W. HEIN, CHAIRMAN

JAMES R. SCHWINN, SUPERVISOR

CHAR GUMM, SUPERVISOR

BRAD LAMBRECHT, SUPERVISOR

PAT SCHMIDT, SUPERVISOR

Chairman Dan Hein called the meeting to order at 5:15 pm.

Pledge of Allegiance was said.

Introductions were given.

Approval of the Agenda: **Motion Gumm, second Schmidt to approve the agenda for the Town Board meeting on December 21st, 2021. Motion carried.**

Approval of minutes from the November 16th, 2021, Town Board Meeting: **Motion Schwinn, second Schmidt to approve the minutes from the meeting of November 16th, 2021. Motion carried.**

SEDC (Sheboygan Economic Development Corp) Investment: Brian Doudna, Executive Director of Sheboygan County Economic Development was present and spoke to the Board about SEDC, his role and the opportunities that he can bring to the Town of Sheboygan. **Motion Schwinn, second Gumm to invest in SEDC marketing with a payment of \$15,000 for 2021 and a payment of \$15,000 for 2022. Motion carried.**

Certified Survey Map for Eileen Robarge, Wisconsin Lakefront Property Management LLC for parcel split with main parcel being 5 acres and remaining R-1. The remaining approx. 21.430 acres will be rezoned to R-4. Atty. Bauer reported that the Plan Commission recommends approval with the change of the remaining parcel being 1.76 instead of 5 acres. **Motion Gumm, second Lambrecht to approve the Certified Survey Map for Eileen Robarge, Wisconsin Lakefront Property Management LLC for the parcel split with main parcel being changed to 1.76 and remaining R-1. Motion carried.**

Rezoning requested by Eileen Robarge, Wisconsin Lakefront Property Management LLC for Approx. 21.430 acres located at 5015 Playbird Road, parcel 59024341960 Sheboygan WI from R-1 to R-4. Atty. Bauer reported that the Plan Commission recommends approval. **Motion Schwinn, second Schmidt to approve the rezoning requested by Eileen Robarge, Wisconsin Lakefront Property Management LLC for Approx. 21.430 acres located at 5015 Playbird Road, parcel 59024341930, Sheboygan WI from R-1 to R-4. Motion carried.**

Conditional Use Permit for Eileen Robarge, Wisconsin Lakefront Property Management LLC to allow for construction of proposed multi-family development: Atty. Bauer reported that the Plan Commission recommends approval. **Motion Gumm, second Schwinn to approve the Conditional Use Permit for Eileen Robarge, Wisconsin Lakefront Property Management LLC, creating on lot being approximately 1.76 acres to remain zoned R-1 and creating one lot being approximately 21.430 acres to be rezoned to R-4 for multi-family. Motion carried.**

4020Technology Parkway - New Town Hall Report given by Director of Public Works/Engineer Tom Holtan:

Holtan spoke about the problem that occurred with a pipe breaking in the office. The building would be able to be monitored at all times for heating issues and an alert would be sent to a cellphone or computer. Holtan is asking for approval of Automatic Building Controls, LLC quote for monitoring the existing hot water system for \$4,103.00. **Motion Gumm, second Lambrecht to approve the Automatic Building Controls, LLC quote for \$4103.00. Motion carried.**

Van Horn/Town Development: Atty. Bauer updated the Town Board on the resolution of the dedication of 40' wide Enterprise Drive right-of-way from Olson Acquisitions, LLC and requests to authorize Town Chairperson and Town Clerk to sign all documents for real estate closing and dedication. **Motion Gumm, second Schwinn to authorize Town Chairperson and Town Clerk to sign all documents for real estate closing and dedication of 40' wide Enterprise Drive right-of-way from Olson Acquisitions. Motion carried.**

Finance Report was given by Supervisor Jim Schwinn:

Financial Balance Sheet Review-Schwinn reviewed the current balances in the money market and debt service. Schwinn relayed that we are in good standing. There should be an expected invoice from Cardinal Construction regarding the community center. **Motion Gumm, second Lambrecht to approve the financial balance sheet. Motion carried.**

DPW Report was given by Tom Holtan, Director of Public Services:

1342 N. 40th Street Sump Pump Discharge Compliance. Holtan updated the Town Board on the compliance regarding sump pump discharge at 1342 N. 40th after a letter was drafted and sent by our Attorney, the resident is complying and fixing the issue.

Parks Report was given by Supervisor Char Gumm. Gumm updated the Board regarding the tree planting scheduled for spring at Mahler Park.

Fire Department Report was given by Chief Ed Biederwolf:

Approval of a new engine for the Fire Department: Biederwolf handed out a presentation regarding the options available regarding the purchase of a new fire engine from Pierce. The Board agreed that it is necessary. Biederwolf said that the Fire Department will try to use as much of the old equipment that they can. Many of the items currently on the old fire truck will not fit on the new truck. Replacement equipment will be approximately \$35,000. **Motion Schwinn, second Gumm to purchase a new fire engine replacement with a total max amount of \$800,000 and to include new equipment to fit the new engine. Motion carried.**

Approval of a new demo combo tool for the jaws of life for \$8500.00 this will include two new batteries and charger. Regular price would be \$14000.00. Biederwolf explained the need for a new jaws of life and the opportunity that the Fire Department has regarding a new demo combo tool two new batteries for \$8500.00. **Motion Schwinn, second Gumm to approve the purchase of the new demo combo tool for the jaws of life for \$8500.00. Motion carried.**

An Ordinance Amending Section 8.07 of the Municipal Code of the Town of Sheboygan Regarding Key Lock Box Requirements. Atty. Bauer revised the ordinance regarding Section 8.07 of the Municipal Code for the Town of Sheboygan Regarding Key Lock Box requirements at the request of Chief Biederwolf and the Fire Inspectors. The Ordinance was changed to not specify the brand Knox Box. **Motion Gumm, second Schmidt to approve the change the ordinance regarding Key Lock Box Requirements. Motion carried.**

An Ordinance Amending Section 1.00 of the Municipal Code of the Town of Sheboygan Regarding the Regulation of Elections. The Clerk has presented an Ordinance Amending Section 1.00 of the Municipal code of the Town of Sheboygan Regarding the Regulations of Elections. The change is regarding the ability of poll workers to work half day shifts and the change in the polling location. **Motion Schwinn, second Gumm to approve the Ordinance Amending Section 1.00 of the Municipal Code of the Town of Sheboygan regarding the Regulation of Elections. Motion carried.**

Approval of Poll workers for 2022 Elections. A list of poll workers for the 2022 Elections was presented. **Motion Gumm, second Lambrecht to approve the list of poll workers for the 2022 Elections. Motion carried.**

Ordinance Enforcement Officer Report. No report given.

Operator's License application for Tammy Leichtnam, 24 Ashwood Drive, Sheboygan, WI JB's for Silver Dollar. **Motion Schwinn, second Schmidt to approve the Operators License application for Tammy Leichtnam. Motion carried.**

Box Drop Sheboygan Mattress and Sofa, 3865 Enterprise Drive, Sheboygan, WI. Request for approval of temporary outside POD storage pursuant to Section 5 of Town of Sheboygan Business Park Protective Covenants. Atty. Bauer reported that the Plan Commission approved temporary outside storage of a POD unit with a six-month review. No action.

Correspondence and Communication below were reviewed by the Town Board:

- CALM (Collaborative Action for Lake Michigan Coastal Resilience) Proposal for CZM Projects of Special Merit Competition-FY2021
- Matthew Parmentier of Dempsey Law, LLP re: Repinski Claim
- Sheboygan County Resolutions
- Town of Mosel Planning and Zoning Commission Notice of Meeting

Correspondence and Communication received after the agenda was posted. None received.

Reports a. Financial Reports b. Approval of Bills c. Plan Commission d. Parks Committee. **Motion Gumm, second Schwinn to approve the reports and bills. Motion carried.**

Roll call to go into closed session: Hein-aye, Schwinn-aye, Lambrecht-aye, Gumm-aye, Schmidt-aye.

Closed Session The Town of Sheboygan Town Board may convene into Closed Session pursuant to Section 19.85 (1)(c) of the WI Statutes for the purpose of considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

Roll call to go back into open session: Hein-aye, Schwinn-aye, Lambrecht-aye, Gumm-aye, Schmidt-aye.

Open Session The Town of Sheboygan Town Board will reconvene into Open Session to make decisions on Closed Session items.

Employee Matters discussed in closed session: **Motion Schwinn, second Gumm to approve the hiring of Jamie Hilbelink for the position of Admin Assistant/Accountant for the Town of Sheboygan with a starting wage of \$28.50 per hour. Motion carried. Motion Schwinn, second Gumm to approve the wage of Peggy Fischer be increased to \$29.00 per hour effective December 20th, 2021. Motion carried.**

Adjourn. **Motion Gumm, second Schmidt to adjourn the meeting of the Town Board on December 21st, 2021, at 6:42 pm. Motion carried.**

Peggy Fischer, Clerk