

Regular Meeting

March 17, 2020

Regular meeting called to order at 7:00 p.m. by Village President Dennis Manthei. Trustees present: Brown, Lautz, Leicht, and Schumacher. Trustee Hennessey arrived later as noted below. Excused: Trustee Wee. Also present: Village Attorney Bryant Klos, Matt Knebes, and Village Administrator Teresa DeLong.

Minutes

Motion by Trustee Schumacher, seconded by Trustee Leicht to approve the minutes of the March 3, 2020, Regular Board meeting as written. Roll call vote: Unanimous aye. Motion approved.

Claims

Claims from the following funds were presented for payment:

<u>General Fund:</u>	\$66,361.07
<u>Water Utility:</u>	\$7,268.07
<u>Sewer Utility:</u>	\$32,448.33
<u>Storm Water Utility:</u>	\$2,302.30

Motion by Trustee Leicht, seconded by Trustee Schumacher to approve the payment of all claims as listed. Roll call vote: Unanimous aye.

Scope of Engagement

The wastewater treatment plant upgrade and the Neshonoc Lake Dredge projects are both scheduled to begin in 2020. Sewerage system revenue bonds will be utilized for financing both projects. The Village has contracted with Quarles & Brady as bond counsel for past capital projects, and Quarles & Brady has agreed to act as bond counsel for the two, new upcoming projects.

Motion by Trustee Schumacher, seconded by Trustee Leicht to retain Quarles & Brady as bond counsel for the sewerage system revenue bonds. Roll call vote: Lautz – abstain; remainder of Board – aye. Motion approved.

Ordinance No. 493

New Wisconsin State Legislation allows the Village to pass an ordinance giving an authorized designated municipal official the authority to issue alcohol beverage operator's licenses. Granting authority to the Village Administrator would eliminate the necessity to issue provisional licenses to applicants who need the license as soon as possible to begin employment because the wait time between Village Board meetings would be removed.

Motion by Trustee Schumacher, seconded by Trustee Brown to approve Ordinance No. 493 to amend the issuance of alcohol beverage operator's licenses as presented. Roll call vote: Unanimous aye. Motion approved.

Ordinance No. 494

Motion by Trustee Leicht, seconded by Trustee Schumacher to schedule a public hearing on Ordinance No. 494 Amending Chapter 8 Sewer Use Ordinance/User Charge System for Tuesday, April 21, 2020, beginning at 6:50 p.m. Roll call vote: Unanimous aye. Motion approved.

Alcohol Beverage License Applications

Motion by Trustee Schumacher, seconded by Trustee Leicht to approve the issuance of alcohol beverage licenses to Travis R. Braly, Joanna M. Lema, Alysha K. Suhr, and Jennifer M. Neumann. Roll call vote: Unanimous aye. Motion approved.

Trustee Hennessey arrived at 7:13 p.m.

Law Enforcement Committee

Trustee Lautz reported on the March 3, 2020, Law Enforcement Committee meeting. The purpose of the meeting was to review for recommendation to the Village Board an Application to Exceed Pet Limit submitted by Laurie Noelke. The Noelkes reside at 120 Meadow Lane, and they presently keep one, neutered male Cairn Terrier/Chi Mix dog and a neutered Labrador/border collie mix dog in their home. The residents have applied for a permit to keep a new four-month old, spayed Chimix puppy. The new dog is a rescue. Chief Randall has had no law enforcement contact with the Noelkes regarding their dogs, and no objections were received from any neighbors. The Committee recommended the Village Board approve the Application.

Motion by Trustee Lautz, seconded by Trustee Hennessey to approve the minutes of the March 3, 2020, Law Enforcement Committee meeting as presented. Roll call vote: Unanimous aye. Motion approved.

Motion by Trustee Leicht, seconded by Trustee Hennessey to approve the issuance of a Permit to Exceed Pet Limit to Laurie Noelke. Roll call vote: Unanimous aye. Motion approved.

Planning Commission

President Manthel reported on the March 16, 2020, Planning Commission public hearings and meeting. The first public hearing concerned a Petition for Change of Zone submitted by Matt and Jenny Knebes (Your Hometown Property Management) and Jared Mulder to rezone three lots from Residential to Business District Zone. The Business Zone is required for multi-family apartment buildings. Several residents made statements and asked questions of the applicants. Deborah Rucinski, 113 Lewis Street, requested the applicant close the gaps in the fence along the north boundary of his property so the fence is continuous from North Leonard to the eastern property line of the applicants' property. Mrs. Rucinski stated significant amounts of water run off the subject property through her property to Lewis Street. It floods out flowers. In addition, she notes garbage coming into her backyard from this property. Janel Pettis stated her home is directly east of the subject property, and her address is 146 East Tilson. Ms. Pettis stated water runs off this property into her yard and floods her garage, driveway, and into her home. She stated the storm water needs to be addressed. During the renovation of the present six-plex, construction materials were coming into her yard. She would like to see this addressed

with the new construction. Fred Kramer, 726 North Tilson, asked what Business District zone will do to real estate taxes in the area. Nancy Walton, 707 Lewis Street, asked how the rezone affects the values of the neighboring properties. Ms. Walton requested the applicants make sure the parking lot lights do not shine into the neighboring properties windows. Lois Griffin, 742 North Tilson, complimented the owners on the appearance of the recently renovated six-plex building. Mrs. Griffin is concerned about added traffic and cars on Tilson Street. The second public hearing concerned an Application for Conditional Use Permit also submitted by Matt and Jenny Knebes and Jared Mulder. The Application is requested in order to construct a four-unit apartment building and adjacent four-car garages. Village Board Trustee John Lautz stated he would like to see stormwater runoff addressed, trash enclosures, landscaping, and erosion control measures addressed in the conditional use permit. The Planning Commission then reviewed the Petition for Change of Zone, and it recommended to the Village Board that it approve the change of zone from Residential District to Business District. The Commission then reviewed a proposed conditional use permit in order to construct a four-unit apartment building and adjacent four-car garage. The four-unit building will be a slab-on-grade construction with no basement and will complement the already existing and recently renovated six-plex on the corner of North Leonard and East Tilson Street. The Commission discussed the elevation of the north side of the lot being higher than Lewis Street, and the importance of stormwater being directed to Tilson Street. Jared Mulder and Matt Knebes explained the two multi-family apartment buildings and both garages will have gutters installed to capture water runoff from the structures, and they assure the Village the water issues will be significantly improved with this construction. The Commission recommended six conditions be added to the permit:

1. Water from all four buildings must drain to Tilson Street and not onto the properties to the north or to the east;
2. The fence across the north rear lot line of the new parcel and along the far east boundary of the new parcel must be a continuous fence;
3. Landscaping should be addressed in the permit;
4. Erosion control measures including installation and maintenance of a tracking pad during construction;
5. All mud and dirt must be cleaned off the street, the sidewalk, and out of the gutter daily; and
6. Any outdoor lighting shall only illuminate the parcel and not shine into the lots to the north.

The Commission recommended approval of Conditional Use Permit No. 46 with the six additional conditions added.

Motion by President Manthei, seconded by Trustee Schumacher to approve the minutes of the March 16, 2020, Planning Commission meeting as presented. Roll call vote: Unanimous aye. Motion approved.

Conditional Use Permit No. 46

Matt Knebes requested the Village Board consider a revision to one of the conditions approved by the Planning Commission. In order to ensure storm water runoff is captured and drained to Leonard and Tilson Streets, Mr. Knebes would like to raze the present four-stall garage on the property. He would like to either construct two, new four-stall garages or one, eight-stall garage.

Motion by Trustee Schumacher, seconded by Trustee Brown to approve Conditional Use Permit No. 46 with the revisions recommended by the Planning Commission and a change to the condition regarding the garages as requested. Roll call vote: Unanimous aye. Motion approved.

Motion by Trustee Lautz, seconded by Trustee Schumacher to approve the Change of Zone for three lots at 116 East Tilson from Residential to Business District. Roll call vote: Unanimous aye. Motion approved.

Motion by Trustee Leicht, seconded by Trustee Schumacher to adjourn the meeting at 7:25 p.m. Approved by voice vote.

Teresa L. DeLong, Village Administrator