



MINUTES OF MONTHLY MEETING OMRO TOWN BOARD OF SUPERVISORS

April 15, 2019

1. Call to Order:

The meeting was called to order at 6:00 P.M. by Chairman, Brian Noe. The Pledge of Allegiance to the flag was given.

2. Roll Call:

Chairman Brian Noe, Supervisors, Allen Knurr and David Friess, Clerk Paula Beulen, Treasurer Beth Jackson and Attorney, Karen Marone were present.

3. Statement of Public Notice:

Notice of this meeting was posted at the Omro Town Hall and the Town website. The Omro Herald and Oshkosh Northwestern were notified via email.

4. Public Input:

- Supervisor, Allen Knurr at 1668 Harrison Ave wanted to thank everyone for 14 years of friendship and professionalism as Town Supervisor.

5. Community Policing Discussion:

- None.

6. Approve variance for Eric Hoffman/Walnut Heights, LLC/Bob Williams – parcel 016-1121, also known as Lot 3 of Ormand Beach Heights subdivision, north of 4948 Ormand Beach Ct. Agent is seeking relief from 50-ft street set back to 30 feet.

- The Planning Commission has 6 findings for the recommendation to approve the variance. 1) 30 feet establishes consistency with neighbors to the south. 2) the 25 foot drainage easement on the west edge cuts into buildable space. 3) Ormand Beach Ct is a dead-end street with low traffic count. 4) the lot is at the beginning of a curve with no vision corner issues. 5) there would be no adverse impact on neighbors. 6) covenants seem to require 1,700 square feet and a three car garage.
- **MOTION:** Supervisor Allen Knurr moved to approve the variance for Eric Hoffman/Walnut Heights, LLC/Bob Williams – parcel 0116-1121, also known as Lot 3 of Ormand Beach Heights subdivision, north of 4948 Ormand Beach Ct. Agent is seeking relief from 50-ft street set back to 30 feet with the same findings as the planning commission listed. Supervisor David Friess seconded the motion.

Ayes – 3, Nays – 0, Motion carried

7. Approve Jay Treleven as Fire chief in his official capacity.

- As part of an audit they are undergoing Jay needs approval of Fire Chief from all the municipalities they serve. This is just a formality.
- **MOTION:** Supervisor, David Friess moved to approve Jay Treleven as Fire chief in his official capacity. Supervisor, Allen Knurr seconded the motion.

Ayes – 3, Nays – 0, Motion carried

8. Approve re-appointment of Rich Kern to the Plan Commission to serve as Chair.

- **MOTION:** Supervisor, Allen Knurr moved to approve re-appointment of Rich Kern to Plan

Commission to serve as Chair. Supervisor, David Friess seconded the motion.

Ayes – 3, Nays – 0, Motion carried

9. Approve appointment of Phil Ertmer to Plan Commission to fill the vacant position.

- **MOTION:** Supervisor, David Friess moved to approve appointment of Phil Ertmer to Plan Commission to fill the vacant position. Supervisor, Allen Knurr seconded the motion.

Ayes – 3, Nays-0, Motion carried

10. Adopt ordinance regulating commercial building and requiring the permitting and inspection of commercial construction and electrical.

- Chairman Noe is working on.

11. Discuss update of Towns Emergency Plan.

- The plan needs to be updated with new board members and contact information.
- **MOTION:** Supervisor, David Friess moved to approve the Towns Emergency plan with the updates made. Supervisor, Allen Knurr seconded the motion.

Ayes – 3, Nays – 0, Motion carried

12. Discuss update of Town Five Year Transportation Plan.

- Next month the board will try to identify roads that need attention after receiving the county report.
- Each board member should give some thought on top 10 road projects and it will be discussed next month.

13. Discuss U.S. Postal Service regulations requiring grouping or mailboxes.

- The Postmaster has reached out to the Town Board regarding regulations.
- The US Postal Service guidelines for mailboxes are now posted on the Town website.

14. Discuss possible creation of Town ordinance regulating utilities place in Town right-of-way.

- The Town may want to create a permit requirement for the future.
- The Town can't say utilities can't be put in the Town right-of-way, the Town may want some say as to how it is done.

15. Discuss DNR proposal to replace culverts in Springbrook South of State Road 21.

- Nothing discussed.

16. Continued discussion on plans to implement posting of fire/house numbers throughout the town.

- Chairman Noe will reach out to the WTA to see if special assessment for the fire/house numbers will count against our levy limit.
- Doug Gunz, 5103 W 9th St Rd, stated that GPS shows all information you need to find any location. Fire numbers are outdated.
- 1st responders are in too much of a hurry to worry about GPS.
- If the Town can find a way to finance the fire numbers it will not be a big deal to implement.

17. Review and discuss annual recycling report.

- The recycling numbers for our town have gone down. Recycling may be mixed in with the garbage.
- More residents may be paying for private pick-up.
- Mark Krings will be willing work on a new dump sign.
- The driveway for the dump needs to be re-graded.

18. Review and discuss annual Stormwater report for MS4 area.

- The report is filed automatically.
- The Town applies Stormwater rules uniformly throughout the Town.

- The DNR only looks at a very small area in the Town.

19. Set the date for Open Book.

- Tuesday, May 7th from 10 a.m. – noon.

20. Set the date for Board of Review.

- Wednesday, May 29th from 6 p.m. – 8 p.m.

21. Discuss how to proceed with projector replacement or alternative video system.

- There are limitations to go wireless. The Town will need 2017 or newer PC, tablet, or phone with miracast and Windows 8.1 to connect new equipment.
- The Board will continue to look into options.

22. Discuss process and procedure to be used to address properties that contain junk/debris and are determined to be a public nuisance.

- The Town needs an efficient way to handle junk properties. The Town should send out notice to properties and give them a reasonable amount of time to correct.
- At one time the Town had talked to the City of Omro to use their court, perhaps that is an option again.
- The Board will come up with a list to work on – maybe 5 properties at a time.

23. Discuss sale of parcel 016-0318-01-01 by Winnebago County to see if the Town is interested in purchasing the property.

- Purchase of land needs to go through the electors.
- The Town is not interested in buying the parcel.

24. Review Annual Road inspection and discuss proposed road maintenance projects for the year.

- The Town does not have the report back from the County yet.
- Chairman Noe will let the County know that they can deal with pot-holes and crack sealing until the Town receives the report.
- The County has enough in budget to update the rest of the signs, except road signs.

25. Receipt of Audit committee report.

- The Town Clerk will reach out to the audit committee to see what the 1st two items on the findings meant.
- **MOTION:** Supervisor, Allen Knurr moved to accept the audit committee report. Supervisor, David Friess seconded the motion.

Ayes – 3, Nays – 0, motion carried

26. Approval of Minutes: March 16th, 2019:

- **Motion:** Supervisor, David Friess approved the minutes from March 16th, 2019 with the 1st line of the PC report deleted. Supervisor, Allen Knurr seconded the motion.

Ayes – 3, Nays – 0, Motion carried

27. Treasurer's Report:

- **MOTION:** Supervisor, David Friess moved to approve the Treasurer's report. Supervisor, Allen Knurr seconded the motion.

Ayes – 3, Nays – 0, Motion carried

28. Payment of Invoices:

- **Motion:** Supervisor, Allen Knurr moved to approve the payment of invoices in the amount of \$25,899.89. Supervisor, David Friess seconded the motion.

Ayes – 3, Nays – 0, Motion carried

29. Upcoming Workshops and Meetings – authorization to attend.

- PC workshop – the Planning Commission will contact the clerk for payment and figure out car

pool.

- Town Lobby Day – Chairman Noe plans on attending.

30. Reports:

Road Supervisor:

- Was covered earlier in the meeting.

Clerk:

- There was a 38% turnout for the April election.

Plan Commission:

- Eric Wagner has been talking to Chairman Noe. The Wagner's have been looking at another location. The County is considering zoning it Ag.
- PC Chair Tuschl will let Marty know about the variance approval tonight.
- PC Chair Tuschl will send out email to let contacts know of the change for PC Chair. Requested that the website and email be updated.
- PC Chair Tuschl stated it has been a pleasure to work for the Town.
- PC Chair Tuschl will use personal email for dump passes.

Town Attorney:

- Sandhill Farms is done.

Town Supervisor:

- Supervisor Friess attended the unit meeting. Economic development talked about fiberoptics.

Town Chairman:

- The City has scaled back from where they started the whole comp plan is consultant driven. They only see about a dozen new homes each year.
- The Town will look at our comp plan to make adjustments and we may need to have a joint meeting with Algoma Sanitary.
- QOS Fiber now has greater Oshkosh involved. County industrial board is funding the studies for this.

31. Items to be placed on next meeting agenda.

- Nothing

32. Adjourn:

- **MOTION:** Supervisor, Allen Knurr moved to adjourn at 8:05 p.m. Supervisor, David Friess seconded the motion.

Ayes – 3, Nays – 0, Motion carried

Approved: May 20, 2019.

Paula Beulen, Clerk
Town of Omro