



# MINUTES OF MONTHLY MEETING OF THE OMRO TOWN BOARD OF SUPERVISORS

**DATE:** October 17, 2022      **TIME:** 6:00 p.m.      **LOCATION:** Omro Town Hall, 4205 Rivermoor Rd.

## **Regular Meeting Call to Order**

The regular monthly meeting was called to order at 6:00 p.m. by Chairman Brian Noe. The Pledge of Allegiance was said in unison.

## **Attendance**

Chairman Brian Noe, Supervisors Mark Krings and Steve Disterhaft, Clerk Dana Woods, Deputy Clerk Brenda Pluchinsky and Attorney Karen Marone were present. Treasurer Beth Jackson was absent.

## **Statement of Public Notice**

Notice of this meeting was posted at the following locations: Omro Town Hall, 4205 Rivermoor Road; Garbage & Recycling Drop-Off Center, Wendt Road & County Road FF; and near the Corner of Liberty School Rd & County Road F. Notice was also posted on the Town of Omro website and emailed to the Omro Herald and the Oshkosh Northwestern.

## **Public Comment**

- Resident Tom Tuschl asked about the General Code update and wondered if there would be a viewable online version of the amended code prior to the public hearing for approving the amendatory ordinance. Chairman Noe and Clerk Woods indicated there should be a way to share it once it's shared with them and will make the effort to get it posted somewhere.

## **Community Policing Discussion**

None present at this time.

## **Consider Assessor Contract Renewal Proposed by Bowmar Appraisal, Inc. for 2023, 2024 and 2025**

**MOTION** by Supervisor Disterhaft, second by Supervisor Krings to approve the contract renewal proposed by Bowmar Appraisal.

Motion carried on a 3-0 voice vote.

## **Consider Road Maintenance Agreement Proposed by the Town of Winneconne**

Matt Woods from Winneconne is here. Essentially trying to put the agreement in writing with regard to how maintenance will be handled between the two towns for shared roads. Agreement states Winneconne will plow all of Yost Road and Omro will plow all of Kromm Road.

**MOTION** by Supervisor Krings, second by Supervisor Disterhaft to approve the Road Maintenance Agreement with Town of Winneconne.

Motion carried on a 3-0 voice vote.

## **Consider Road Maintenance Agreement Renewal with Winnebago County**

Contract for annual maintenance, nothing drastically changed. They just want to have some assurance so they can project staffing needs and plan accordingly.

**MOTION** by Supervisor Krings, second by Supervisor Disterhaft to approve the Highway Maintenance Agreement with Winnebago County for 2023.

Motion carried on a 3-0 voice vote.

**Consider Road Maintenance Agreement Renewal with Potratz**

This is for the plowing work on smaller roads. Potratz provided a fee schedule for the upcoming season.

**MOTION** by Supervisor Krings, second by Supervisor Disterhaft to approve the maintenance agreement renewal with Potratz.

Motion carried on a 3-0 voice vote.

**Consider Increasing Election Inspector Pay Beginning 2023**

Clerk Woods explained the town is on the low end for pay for its election workers. Would be nice to offer more considering the increased scrutiny that election workers are under in recent years; it's a lot of responsibility. Clerk proposed a base pay for Election Inspectors as \$150/day or prorated at \$10/hr for partial days.

**MOTION** by Supervisor Disterhaft, second by Supervisor Krings to approve the proposed increase in pay.

Motion carried on a 3-0 voice vote.

**Consider Changing Town Dump Site Hours for 2023**

Jeff is agreeable to doing the extended hours. Discussion about shaving an hour off of Saturdays to help mitigate cost of extra hours on Thursdays.

**MOTION** by Supervisor Krings, second by Supervisor Disterhaft to change dump site hours to have Saturdays end at 3 p.m. year-round and open Thursdays 4:30-6:30 p.m. April 1 to October 1.

Motion carried on a 3-0 voice vote.

**Update on Properties Given Notice of Violation to Town of Omro Public Nuisance Ordinance and Amended Ordinance No. 1997-1**

Supervisor Krings shared that one of the properties is in decent shape. Cty. F property, no update. Supervisor Krings asked if another letter had been sent. Attorney Marone indicated no and asked what should be addressed in a new letter. Previous letter was specific to vehicles. Burned out structure, Semi-trailer, tires, junk, etc. should be spelled out.

Chairman Noe asked if the board thought another letter would be effective. If we're going to send another letter, it has to have a reasonable timeframe and it needs to stipulate that we can go in and clean up at owner's expense.

Supervisor Krings would like a copy of the letter in case he's contacted by the owner.

Supervisor Disterhaft asked what kind of timeframe would be acceptable.

Attorney Marone said she would draft a follow-up letter indicating the need to contact Supervisor Krings with a plan to have clean up complete by January 1.

**Discuss Possible Discontinuation of Town's Tax Collection Savings Account**

Carried over from last month. Will table for now since Treasurer is not present to discuss.

**REPORTS:**

**Road Supervisor's Report:**

- We got our potholes filled in.
- Trying to get culverts set before ground freezes up.
- Couple signage issues but nothing else big.

## **Clerk's Report:**

- **Communications:**
  - Winnebago County Zoning: Indicating the Winnebago County Planning & Zoning Department has initiated a County-wide zoning change of A-1 (Agribusiness) parcels as they relate to the recently amended Farmland Preservation Plan (FPP). The FPP was amended to include farmland preservation areas within the Town of Nepeuskun only. Therefore, the intent is to rezone all A-1 parcels, in Winnebago County zoning jurisdiction, outside of the Town of Nepeuskun.
  - Wisconsin Municipal Clerks Association: Clerk Woods has been appointed to the WMCA Legislative Communications and Advocacy Committee.
  
- **Open Records Requests:**
  - October 6 - Trevor Dankot from Alpine Insulation Requesting "*Building Permit Reports for the Town of Omro from September.*" On October 12, Clerk Woods emailed him the monthly report provide by the town's building inspector, Marty Johnson.
  - September 29 - Eric Wagner requested "*the Town's digital audio recording from the October 8, 2022 Planning Commission meeting. If you are available, I can swing by with a USB flash drive.*" Clerk Woods sought to clarify which date he was asking for and also explained why she must use a brand new flash drive to provide digital copies of the audio. She indicated to Mr. Wagner some dates she would be available at the town hall for him to retrieve. On October 3, Mr. Wagner then requested additional recordings be added to the request. Clerk Woods explained the meetings dates he was asking for were beyond their retention period for audio records according to the Wisconsin Municipal Records Schedule that the town adopted for use in 2021. Mr. Wagner replied again today and revised his request to add other meeting recordings (more recent) as well, and Clerk Woods explained that since one of the meetings had just taken place 5 days prior she will need to reach out the Planning Commission Secretary to obtain a copy of that audio. She will follow-up with Mr. Wagner when she has it in her possession to make arrangements for him to come in and get it.
  
- **Elections:**
  - General Election quickly approaching on November 8.
  - To date, we have fulfilled 161 absentee ballot requests; 63 have already been returned successfully.
  - Voters will have an opportunity to vote in-person absentee between October 25 and November 4, either during our posted open hours or by special appointment.
  - There will be a meeting and training for Town of Omro poll workers on October 26

## **Planning Commission:**

- HWY 21 corridor study was discussed. Spent time identifying boundary maps and transportation issues. Looking at what we do for an overlay district. Will be meeting with DOT. Hoping to conclude this phase of the study by the end of this year. Will likely try to retain next round of IDB funding to help move it forward.

## **Attorney's Report:**

None at this time.

## **Supervisors' Report:**

- Supervisor Krings shared he was hoping to get Priske Park sign painted this fall; might need to wait until next spring.
- Thinks park mowing might be done for the year.

## **Chairman's Report:**

- Ormand Beach drained out the pond last week to try and get rid of sediment there.

- Sandhill Farms said they were finishing up, hopefully clearing the major drainage ways.
- Hope is that engineers can come through near the end of the month and sign off to say we are nearing the end of what needs to be done.

**Meeting Minutes**

**MOTION** by Supervisor Krings, second by Supervisor Disterhaft to approve meeting minutes from regular board meeting on September 26, 2022  
Motion carried on a 3-0 voice vote.

**Treasurer's Report**

Treasurer not present. No report provided in advance. Should have two month's worth next month.

**Accounts Payable**

**MOTION** by Supervisor Krings second by Supervisor Disterhaft to approve accounts payable in the amount of \$29,954.29.  
Motion carried on a 3-0 voice vote.

**Upcoming Meetings or Workshops**

None at this time.

**Set Date for Meeting of the Electors to Set the 2022 Tax Levy**

**MOTION** by Supervisor Disterhaft, second by Supervisor Krings to hold the public hearing prior to start of regular board meeting in November.  
Motion carried on a 3-0 voice vote.

**Agenda Items for Next Meeting**

Supervisor Disterhaft asked about progress on roundabouts as serious accidents continue; Chairman Noe said he will ask DOT about it when he meets with them about the corridor study. Still slated for 2026-27 as far as he knows.

**Closed Session**

**MOTION** by Supervisor Krings second by Supervisor Disterhaft to enter into closed session at 6:39 p.m., pursuant to Wis. Stats. Sec. 19.85 (1)(g), to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved, related to Roeder Court Encroachment.  
Motion carried on a 3-0 roll call vote.

**Adjourn**

**MOTION** by Supervisor Disterhaft, second by Supervisor Krings to adjourn the meeting at 6:48 p.m.  
Motion carried on a 3-0 roll call vote.

Submitted by Dana Woods, Town Clerk  
Approved by Town Board November 21, 2022