

	<b>MINUTES OF MONTHLY MEETING</b> <b>OMRO TOWN BOARD OF SUPERVISORS</b>		
	<b>DATE:</b> May 17, 2021	<b>TIME:</b> 6:00 p.m.	<b>LOCATION:</b> Omro Town Hall, 4205 Rivermoor Rd.

**Call to Order**

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

**Attendance**

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

**Statement of Public Notice**

Notice of this meeting was posted on the town’s website and at the Omro Town Hall. Meeting notices were emailed to The Omro Herald and Oshkosh Northwestern.

**Community Policing Discussion**

Sheriff’s department arrived later in the meeting.

**Public Comment**

**Resident Tom Tuschl** reminded the board of several action items the electorate presented to the board at the 2020 Annual Meeting, acknowledging some were resolved while others were in progress; asking for clarification on remaining items.

**Certified Survey Map for Tom Heise petitioning to reconfigure boundaries for parcels # 0160656 and 016065502**

**MOTION** by Supervisor Krings, second by Supervisor Disterhaft to approve Certified Survey Map for Tom Heise petitioning to reconfigure boundaries for parcels # 0160656 and 016065502 for the purpose of separating the homestead and tree plantation from the tilled portion of the two parcels. Motion carried on a 3-0 voice vote.

**Site Plan for Mechanical Services, Inc. to develop parcel # 016037001 located at 5102 Sand Pit Road**

Planning Commission recommended approval. Chairman Noe noted one item the PC concluded wouldn’t apply (stormwater), but engineers concluded it does. Would have to come up with a stormwater plan to comply with town ordinance - *“or any non-residential land development which creates an impervious area of ½ acre or more.”*

Brian Seaman indicated he was willing to bring down the impervious area to a total of ½ acre and submit an updated plan.

There were several questions asked and answered about the site plan, along with business operations at the future location. The following items were requested to be addressed/illustrated in the revised site plan:

- Bringing down the impervious area to a half-acre or less. Would still need to show where the water would flow/discharge.
- Illustrate the placement of the outside storage and how that will be screened.
- Have updated plan address screening of the lot itself, rather than dealing with this need when the neighboring property is developed later.

Also noted: Screening is supposed to be solid masonry or wood fencing at least 6' high.

### **Resignation of Rich Kern**

**MOTION** by Supervisor Disterhaft, second by Supervisor Krings to accept Resignation of Rich Kern as Planning Commission Chairperson. Supervisor Krings thanked Mr. Kern for his service. Motion carried on a 3-0 voice vote.

### **Appointment of New Member(s) to the Town of Omro Planning Commission**

With the understanding that none of the current Planning Commission members wish to serve as Chairperson, Chairman Noe approached 10-year resident Bruce Roskom about serving. Mr. Roskom is a retired planner who is familiar with rules and regulations but would lean on the rest of the Planning Commission members for historical background.

Supervisor Krings mentioned he'd like to step away from the Planning Commission; Chairman Noe said he's willing to take Supervisor Krings' place.

Reporter Tony Daley asked if appointment of new Chairperson would take place at next month's meeting. Chairman Noe explained that unless there was a need to conduct a search for additional candidates, an appointment could take place immediately to get a new Chairperson on board before some upcoming projects. Supervisors Disterhaft and Krings agreed.

**MOTION** by Supervisor Disterhaft, second by Supervisor Krings to appoint Bruce Roskom as the new Planning Commission Chairperson. Motion carried on a 3-0 voice vote.

Resident Tom Tuschl asked Chairman Noe to let Mr. Roskom know he's willing to be a resource for him.

### **Hiring of Blair Ellner for 2021 Lawn Care**

Chairman Noe explained our usual lawn care employee is recovering from surgery and Blair Ellner has offered to step in for the 2021 season.

**MOTION** by Supervisor Krings, second by Supervisor Disterhaft to hire Blair Eller for 2021 Lawn Care. Motion carried on a 3-0 voice vote.

### **Developer Agreement for Final Phase of Sandhill Farms Development**

Chairman Noe gave history of development along with some updates; suggested the town might want to make revisions before entering into agreement for Phase III. Will email copy of past agreement to Supervisor Disterhaft since he is new to the board. Hoping to have a draft of new agreement by next month's meeting for potential approval at that time.

## **Reports**

### **Road Supervisor**

- Provided updates on this season's repairs; Omro is first in line for all paving projects requested so that should happen quickly.
- Couple people requested 4-way stop signs at Marquart and Notre Dame. Noe explained he understands people want to slow down traffic in that area, but stop signs aren't necessarily the

answer. Some also wanted weight limit signs on south end of Marquart by Hwy 21. Right now, it says no trucks at all; putting up weight limit signs could create confusion. Supervisor Disterhaft commented the requests are likely due to there being a lot of young kids in the area.

#### **Clerk**

- Current IT service provider gave notice; contacted two potential providers who work with government offices. Met with both onsite and estimates for services should be forthcoming. Chairman Noe mentioned that if estimates from IT providers come back soon, decisions based on those could be added to a special meeting ahead of the June regular meeting in an effort to get the new provider on board sooner.
- Will be working to restructure QuickBooks setup to make it more government-friendly, which should aid in municipal reporting in the future.
- Posted office hours will begin in June. Will be available in the office Mondays noon to 4 pm, Wednesdays 9 am to noon, and other days/times by appointment. Will be in the office most business days anyway, making appointments outside of posted hours easy to accommodate. But the posted hours will be some availability people can rely on each week.
- Communication received from county about a special exception for parcel 016-1280.
- Chairman Noe followed by mentioned that the Planning Commission office would soon be the Treasurer's office.

#### **Community Policing Discussion** (Sheriff's Department Representative came in later than agenda item)

- Nothing major to report. Some break-ins, mostly storage units.
- Chairman Noe and resident Shelly Disterhaft mentioned speeding complaints and suggested more patrols and police presence in the area.
- Resident Glenn Anklam asked for clarification of speed limit on Reighmoor from 21 heading north; said no speed limit sign posted.

**Planning Commission Chair** had no report at this time.

**Town Attorney** updated situation on non-working vehicles/nuisance complaints on Reighmoor Road; sent correspondence to property owner with a deadline of June 1 and explained consequences if not rectified by then.

#### **Town Supervisors**

- **Supervisor Krings** has had people ask him if sales representatives need to have a vendor's license to visit homes. Chairman Noe explained the Town of Omro has not imposed such a license. Could possibly in the future, but would then need to be able to enforce it.
- **Supervisor Krings** had a resident ask if they could get an E911 number on a vacant lot at their own expense. Chairman Noe explained it would be possible, but only if the county would issue an address and they might not if they don't know where a driveway might end up.
- **Supervisor Disterhaft** asked for update on E911 sign posting progress.
- **Supervisor Krings** updated on Dump Site shack and items to be moved.

#### **Town Chairman**

- Already updated on Sandhill Farms.
- Ormond Beach on a similar path; discussions about grades underway. They believe all homes will be built by February.
- Predevelopment agreement signed by Springbrook developer; they asked that Stormwater get back to him, forwarded to Strand. Will wait for their findings and move through normal development process.

- Update on Storm Sewer Agreement Sandhill Farms: they are waiting to see if it's worth the money, waiting to hear if they'll move forward.

### **Minutes from March 15 and April 12 Town Board Meeting**

**MOTION** by Supervisor Krings, second by Chairman Noe to approve meeting minutes from March 15 and April 12. Motion carried on a 2-0 voice vote; Supervisor Disterhaft abstained.

### **Minutes from April 19 Town Board Meeting**

Discussion took place over how to handle approving minutes when only one current board member was present at the meeting in question. Supervisor Krings was excused, and Supervisor Disterhaft was not on the board at the time. He was present in the gallery for the meeting though. Conclusion was that the best course of action was to approve the minutes "AS PRINTED" with a notation about the special circumstances.

**MOTION** by Supervisor Krings to approve the minutes from April 19 as printed, second by Chairman Noe. Attorney Marone advised Supervisor Disterhaft he could vote, so long as the minutes reflected his recollection of the meeting he attended as a resident. Motion carried on a 3-0 voice vote.

### **Minutes from May 3 Special Meeting of the Town Board**

**MOTION** by Supervisor Krings, second by Supervisor Disterhaft to approve meeting minutes from May 3. Motion carried on a 3-0 voice vote.

### **Upcoming Workshops or Meeting Authorizations**

WTA hosting Emergency Management Training for Town Officials on June 17 and 18. Attendance is recommended for board members and clerks to help with disaster preparedness. No registration required. According to recent WTA workshop, a quorum notice is not required if board members are attending the same event for educational purposes.

### **Items for Next Meeting's Agenda**

Tom Tuschl asked for clarification on whether or not the request to make the clerk and treasurer position elected was considered settled for the time being after the 2021 annual meeting; Chairman Noe indicated it was settled based on vote at annual meeting.

Tom Tuschl also asked about status of audit request; Chairman Noe, "Not forgotten, just not there yet."

### **Treasurer's Report and Accounts Payable**

**MOTION** by Supervisor Krings, second by Supervisor Disterhaft to approve Treasurer's report as presented and approve Accounts Payable for May. Motion carried on a 3-0 voice vote.

### **Adjourn**

**MOTION** by Supervisor Disterhaft, second by Supervisor Krings to adjourn at 7:32 p.m. Motion carried on a 3-0 voice vote.

Submitted by  
Dana Woods  
Town Clerk

Approved by Town Board June 21, 2021

