



MINUTES OF MONTHLY MEETING OMRO TOWN BOARD OF SUPERVISORS

April 17, 2017

1. Call to Order:

The meeting was called to order at 5:58 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, Jessica Hargrave, Treasurer, Paula Beulen and Attorney, Karen Marone.

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:

- None

5. Community Policing Discussion:

- None

6. Conditional Use Permit: Dan Clark, East of 3483 Heise Road, parcel Number 016-0544-03. Applicant is seeking to build storage facilities in an A-2 district:

- This has been moved to next month.

7. Variance: Corey Gay, 5812 Springbrook Rd, Parcel Number 016-0950. Owner is seeking relief from shore yard setback requirement.

- **MOTION:** Supervisor, Allen Knurr moved deny the variance for Corey Gary 5812 Springbrook Rd, Parcel Number 016-0950. Owner seeking relief from shore yard setback requirement. Supervisor, David Friess seconded the motion.

Ayes – 3, Nays – 0, Motion carried

8. CSM: Steve Harnitz, 4830 Rivermoor Rd and west and south of that address, Parcel Numbers 016-0122, 016-0123, 016-0124, 016-0119, 016-0119-01, 016-0119-02, and 016-0103-02-03.

- Discussion: The Narrow piece of land on lot 2 doesn't meet our road frontage requirement but we are saying it's no worse than it was before and the adjoining parcel isn't being resurveyed and isn't owned by Steve Harnitz which is why the full road frontage isn't required with this CSM.
- **MOTION:** Supervisor, David Friess moved to approve the CSM for the property owned by Steve Harnitz for the above parcel numbers. Supervisor, Allen Knurr seconded the motion.
Ayes – 3, Nays – 0, Motion carried

9. CSM: Tim Zillges, west of 5020 Leonard Pt Road, Parcel Number 016-0330-03.

- Discussion: He is splitting lots and easements were needed. This started as a subdivision and there were 25 lots. There was sanitary district issues so it wasn't feasible to make a subdivision with storm water involved. It was then changed to a 4 lot CSM. Access points were also changed from 1 to 5 access points but they don't meet the ordinance. The plan commission has requested that the approval includes the access points.
- **MOTION:** Supervisor, David Friess moved to approve the CSM for Tim Zillges property parcel number 016-0330-03 consideration of waiver of the area and access points ordinance and requirements for two payments in lieu for parkland dedication. Supervisor, Allen Knurr seconded the motion.

Ayes – 3, Nays – 0, Motion carried

10. Enforcement of shadow line policy within the comprehensive plan:

- Shadow lines will not be enforced and will be removed when the comprehensive plan is updated next.
- **MOTION:** Supervisor, Allen Knurr moved that the shadow lines in the comprehensive plan not be enforced. Supervisor, David Friess seconded the motion.

Ayes – 3, Nays – 0, Motion carried

11. Appointment of Plan Commissioners for two terms that will expire.

- Joy Schwarz's term has expired but she would like to be appointed for another term
- Wayne Schmick's term has expired and he won't be doing another term. Larry Remer has showed interest in taking over this open spot.
- **MOTION:** Supervisor, David Friess moved to reappoint Joy Schwarz and fill the vacancy of Wayne Schmick with Larry Remer. Supervisor, Allen Knurr seconded the motion.

Ayes – 3, Nays – 0, Motion carried

12. Approval of Minutes for March 13, 2017

- **MOTION:** Supervisor, Allen Knurr moved to approve the minutes for March 13, 2017. Supervisor, David Friess seconded the motion.

Ayes – 3, Nays – 0, Motion carried

13. Set Open Book to May 8, 2017 from 10 to 12.

- **MOTION:** Supervisor, Allen Knurr moved to set the date for Open Book for May 8, 2017

from 10 am to 12 pm. Supervisor, David Friess seconded the motion.

Ayes – 3, Nays – 0, Motion carried

14. 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

15. Payment of Invoices:

- **MOTION:** Supervisor, Allen Knurr moved to approve the payment of invoices in the amount of \$31,642.92. Supervisor, David Friess seconded the motion.

Ayes – 3, Nays – 0, Motion carried

16. Upcoming Workshops and meetings – authorization to attend.

- The plan commission has an upcoming workshop on May 22, 2017 and the board has approved any of the plan commission committee members to attend. Tom Tuschl will get the clerk the list of attendees so she is able to register everyone and get 1 handbook.
- **MOTION:** Supervisor, Allen Knurr moved to approve that anyone from plan commission may attend the May 22, 2017 local planning and Zoning Officials Workshop. Supervisor, David Friess seconded the motion.

Ayes – 3, Nays – 0, Motion carried

17. Discuss making application for permit from DOT to install street light at Rivermoor and Hwy 21.

- There has been concern among the residents that a streetlight is needed. Chairman, Brian Noe will look into the pricing with Alliant to see if it will be less than \$500 for installation. Along with a similar yearly expense as the other Town of Omro streetlights.

18. Discuss pavement and drainage improvements for town hall parking lot.

- Water is coming into the garage so we will be burying the pipe and then it will be repaved to pitch away from the building.

19. Discuss Annual Road Check and review 2017 road work plans.

- We have not heard from the county yet with the road report.
- In the meantime the grading at the Town Dump and redoing the shoulder at Sand Pit will be done.

20. Reports:

Road Supervisor:

- 3 Tires were left on Rivermoor Rd and the sign for Rivermoor and Springbrook was gone.
- 3 culverts are being done.
- We have a bridge that needs repair but next year is possibly a bridge aid year so we will try to get through this year. A barrel will be placed on the one side of the bridge.
- We have money left that will be moved to Cliff West through the DOT.
- Sanitary District – they will be patching in Harbor Village.
- Lansing High – changing a culvert will be done by them and the Town will check when it is

complete.

- Crack filling on the newer paved streets will be done.

Clerk:

- Election – 234 voters and the board members will need to sign a new oath.
- Private Roads – The interest earned on the private roads accounts is making the process more difficult than it needs to be. The Town will keep the interest as administrative fees rather than splitting it among the roads. The clerk will send out letters to the Private roads to let them know.
 - a. **MOTION:** Supervisor, Allen Knurr moved to approve the sending of a letter to the private roads letting them know the interest will be kept as administrative fees. Supervisor, David Friess seconded the motion.

Ayes – 3, Nays – 0, Motion carried

- Town Hall Rentals – Right now we have them paying us 1 \$150.00 check and then we issue a check for \$50.00 if they get their security deposit back. The clerk would like to see the resident supplying two checks one for \$100.00 and another for \$50.00 and we only cash the \$50.00 if they won't be getting their security deposit back. This will help eliminate having to add them as vendors in QuickBooks.
 - a. **MOTION:** Supervisor, David Friess moved to approve two checks for \$100 and \$50 instead of the \$150.00 check for Town rentals. Supervisor, Allen Knurr seconded the motion.

Ayes – 3, Nays – 0, Motion carried

Plan Commission:

- Petition for Excel Properties – Tom Tuschl asked about the requirement of recognizing a petition. What happens if the petition is misrepresented? Attorney, Karen Marone indicated if the petition is misrepresented then it is null and void. As far as recognizing the petition, that isn't a requirement and has no more weight than any another communication.
- Tom Tuschl had a question about the swearing in process that the county does and if the Town should also do a similar process. At this time the plan commission meetings will be kept as a more casual meeting rather than swearing in people.
- County Zoning – loss of staff member.
- Parks – picked rocks Priske Park and it was successful. A walk through the park was rescheduled for April 21st.
- This Wednesday there will be a meeting about the bicycle plan at the county transportation building.

Town Attorney:

- WI Towns Lawyer Meeting – no date has been set yet
- Sexual predator - there are new regulations about where they can reside. Marone will bring more information to the next meeting.

Town Supervisor:

- Send emails to both Allen's personal and town email.

Town Chairman:

- Stormwater grant application is complete.
- Recycling grant application is complete.
- Breakfast on the Farm at the Omro Dairy. The county has supplied their traffic plan for the day.
- Electronic are being taken to the Town Dump so the Town will look into whether we can have a

bin for electronics.

21. Items to be placed on next meeting agenda.

- none

22. Adjourn:

- **MOTION:** Supervisor, David Friess moved to adjourn at 7:23 p.m. Supervisor, Allen Knurr seconded the motion.

Ayes – 3, Nays – 0, Motion carried

Approved: May 15, 2017.

Jessica Hargrave, Clerk
Town of Omro