



MINUTES OF MONTHLY MEETING OMRO TOWN BOARD OF SUPERVISORS

March 13, 2017

1. Call to Order:

The meeting was called to order at 5:59 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:

- Doug Friess – 6018 County Rd E – Stated he was happy to see the Dan Clark Conditional Use Permit was taken back to the Planning Commission so they were able to express their concerns. Had a question regarding the deed. Another question was about the engineer site plan and if the board needed that to approve the permit. Chairman, Noe stated because of the type of permit it probably wouldn't be required. Doug also asked about the board mandating a timeframe for the project. Chairman, Noe stated we wouldn't dictate that with the conditional use permit.
- Tom Tuschl – 5184 Ciscel Drive Oshkosh - Speaking as the Plan Commission Chair to indicate the public hearing dates for the County for March 28th and as of now Dan Clark is not on the agenda. The Following month it would be April 5th but the agenda is not posted yet but it will be available on the county website.
 - Also had a reminder that the Spring Election is on April 4th.

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:

- The legal issue with the deed has not been resolved.
- The County had two options for the town to either adjourn the meeting until next month or simply deny the permit.
- Chairman, Brian Noe thought the town may be looking at a pre-development agreement if this

gets approved in which may be an additional condition. He also stated that it would also be good to have the Conditional Use Permit be for that specific owner.

- Supervisor, David Friess had two concerns with the permit. The berm on #9 he was concerned about the east side not having a berm required. Friess also had concern with the setback of 30 to 40 feet and being able to back vehicles out without having to drive onto the neighbors land. He would like to see the berm on the east side. He would also like to see a condition where no secondary businesses will be ran out of the storage units.
- **MOTION:** Supervisor, Allen Knurr moved to layover the conditional use permit for Dan Clark, East of 3483 Heise Rd. Supervisor, David Friess seconded the motion.

Ayes – 3, Nays – 0, Motion carried

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

- The planning commission is trying to give Corey Gay more time to prepare for the variance request instead of simply denying the request.
- **MOTION:** Supervisor, Allen Knurr moved adjourn the variance for Corey Gary 5812 Springbrook Rd until the April meeting . Supervisor, David Friess seconded the motion.

Ayes – 3, Nays – 0, Motion carried

8. Approval of resolution authorizing application for storm water grant.

- **MOTION:** Supervisor, David Friess moved to approve the resolution authorizing application for the storm water grant. Supervisor, Allen Knurr seconded the motion.

Ayes – 3, Nays – 0, Motion carried

9. Accept resignation of Glen Anklam from Planning Commission and appoint Chris Musha to fill out the remainder of his term.

- **MOTION:** Supervisor, David Friess moved to accept the resignation of Glen Anklam from Planning Commission and appoint Chris Musha to fill out the remainder of his term. Supervisor, Allen Knurr seconded the motion.

Ayes – 3, Nays – 0, Motion carried

10. Set annual road check for Wednesday, April 5, 2017:

- **MOTION:** Supervisor, Allen Knurr moved to set the annual road check to Wednesday April 5, 2017. Supervisor, David Friess seconded the motion.

Ayes – 3, Nays – 0, Motion carried

11. Discuss date for Board of Review.

- **MOTION:** Supervisor, David Friess moved to set the board of review for May 31st, 2017 from 6

to 8 p.m. Supervisor, Allen Knurr seconded the motion.

Ayes – 3, Nays – 0, Motion carried

12. Approval of Minutes for February 20,2017

- **MOTION:** Supervisor, Allen Knurr moved to approve the minutes for February 20, 2017. Supervisor, David Friess seconded the motion.

Ayes – 3, Nays – 0, Motion carried

13. 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

14. Payment of Invoices:

- **MOTION:** Supervisor, Allen Knurr moved to approve the payment of invoices in the amount of \$43,784.99. Supervisor, David Friess seconded the motion.

Ayes – 3, Nays – 0, Motion carried

15. Upcoming Workshops and meetings – authorization to attend.

- None

16. Reports:

Road Supervisor:

- None – wasn’t present at the meeting.

Clerk:

- Audit – was done over the weekend so the report will be coming soon. Rich Kern still has some items to finish up.
- Open Records Request is being worked on with Marty our building inspector and Karen Marone.

Plan Commission:

- Open Records Request has been fulfilled as of March 13, 2017.
- Tom Tuschl attended the zoning meeting in Menasha. He had some concern with the discussion on how board of adjustments need to be structured at the town level. He would like to see the planning commission continue to do the conditional use permits and variances. The chairman, attorney and Tom will review.

Town Attorney:

- Karen Marone had concerns with the title holders being listed on the conditional use permit. Tom Tuschl indicated that the submission is done to the county so they would be doing this step.
- The excel properties billing will be done separately.
- She will also look into what charge we can assess for open records request.

Town Supervisor:

- The town board attended the district meeting and we may get more road aid but they didn't learn any other solutions our legislature will be providing for roads.

Town Chairman:

- Clean Sweep Notice flyer is shared.
- The Annual county meeting for recycling will be held April 25th at 9 a.m. Chairman Noe will try to attend.
- Towns Association mailings need to be going to David Friess.
- DNR reminder for the permitting for right away erosion control. Chairman Noe will ensure the county is doing this.
- The town will need to look at some bridges that need repair during the road check to determine if it needs repairing.

17. Items to be placed on next meeting agenda.

- Property on 21 that needs to be tore down.

18. Adjourn:

- **MOTION:** Supervisor, David Friess moved to adjourn at 6:50 p.m. Supervisor, Allen Knurr seconded the motion.

Ayes – 3, Nays – 0, Motion carried

Approved: April 17, 2017.

Jessica Hargrave, Clerk
Town of Omro