

Village Board Meeting Minutes

June 13, 2016

- 1) Call to Order and Roll Call. – *President Rath called the meeting to order at 6:30 p.m. with roll call:*

Present

*Bob Benz
Stacy Gedman
Joe Hennlich
Joyce Laux
David Miller
Roger Kaas
Jim Rath*

Absent

none

Others Present

*Randy Friday, Administrator
Susan Williams, Clerk-Treasurer
Steve Summers, Plan Comm. Chair*

- 2) Pledge of Allegiance. – *Recited.*
- 3) Approval of the Agenda. – ***Benz moved to approve the agenda as presented. Miller 2nd. Motion carried unanimously.***
- 4) Approval of Minutes – May 23 (Regular Meeting) – ***Benz moved to approve the minutes of the Regular Meeting of May 23, 2016, as presented. Hennlich 2nd. Motion carried unanimously.***
- 5) Registered Citizen Comments on Agenda Items.

Kevin Eggert, W1216 CTY HR, Brillion – regarding agenda item 8) c) ii) and iv) introduced himself and his intentions with the Granary Restaurant and answered Trustee questions.

David Eggert, 1741 N. Appleton St., Appleton - regarding agenda item 8) c) ii), and iii) introduced himself as new owner of the Granary Restaurant and made a statement to refute a report in the newspaper following the last Village Board meeting.

Thomas Kosiorek, W200 Kings Way, Sherwood – regarding agenda item 14) e) voiced concerns about residents burning in Village and requested an ordinance regulating it be added to the Municipal Code.

- 6) Report of the Community Development Authority (May 25)
- a) *50/50 Business Matching Grant Program – Head Insurance* – Request for funds was above initial request due to sales tax (Revised amount approved for reimbursement).

Kaas reported that the Authority received the documents in order to release the matching grant award funds.

Kaas stated and Williams confirmed the Maurer property at W407 Harrison Street sale is pending and the closing will take place soon.

- b) *Village receipt of 5 donated lots (Stumpf):* Per discussion with Village Board, an RFP has been developed and will be circulated to area building & development members for consideration regarding their sale and development.

Kaas reported the distribution of the Request for Proposal for the 5 residential lots and stated one Village resident in particular has expressed interest in the land.

Kaas stated a Calumet County Economic Development Meeting took place last week. Kaas reported attending and shared with the Trustees that the County is interested in taking a more active role in encouraging development. Kaas stated a Waupaca County Economic Development Corporation speaker shared their experiences during the last 10 to 15 years.

- 7) Report of the Planning Commission (June 6)
a) Request to place fill material along lot(s) abutting STH 55/114.

Summers presented information on the request and reported the Commission's decision to conditionally allow.

- b) Private pond specifications (Aschenbrener).

Summers stated the Municipal Code does not address this type of request and property owner Aschenbrener was directed to provide an actual plan for consideration and review.

- c) Consideration of renaming Condon Road.

Summers stated consensus of Commission was to wait until the 2nd part of the road is completed and reconsider the name at that time.

- d) Future Zoning Code update.

Summers reported that an outline will be presented to begin the process of the update.

- e) Calendar: On-going Review of Comprehensive Plan obligations.

- 8) Report of Village Officers.
a) Village President

Rath stated Brillion has been working with Speedy Clean to research illegal connections.

Rath questioned if the Room Tax Board Commissioners should be paid through the Board. Benz responded that it was brought up and he was informed that the municipalities paid their representatives.

Rath reported that he spoke with the video drone individual and that he will be finishing up the project and expects to attend a Village Board meeting in the near future.

- b) Fox Cities Area Room Tax Commissioner.

Benz reported he attended the Meeting of the Appleton Exhibition Center Advisory Committee and the Request for Qualifications for the owner's agent in no longer active and has been replaced by the Request for Proposal for the Construction Management Services. Benz stated more information on the Property Improvement Program will be presented at the July meeting and the Request for Proposal for Construction Management Services and Architectural

Engineering Services were reviewed by the Committee with the award on July 6, 2016. Benz reported that once construction starts there will be a bi-weekly construction newsletter. Benz stated there is a seven person committee in place to decide on the winning the proposals.

c) Clerk/Treasurer

- i. Review/Approve financial reports.

Miller moved to approve the financial reports as presented. Laux 2nd. Motion carried unanimously.

- ii. Original Alcohol Beverage Retail License Application.
 - Two J's, LLC; Brad Grant–CEO

Benz moved to approve the original alcohol beverage retail license application for the property previously known as Two J's, as presented. Miller 2nd. Motion carried unanimously.

- The Granary of Sherwood, LLC; David K. Eggert-Member

Hennlich moved to approve the original alcohol beverage retail license application for The Granary, as presented. Kaas 2nd. Motion carried unanimously.

- Lupitas Mexican Grill, LLC; Julia G. Cruz-Member

Kaas moved to approve the original Class B Malt beverage retail license application for Lupitas Mexican Grill, LLC, as presented. Benz 2nd. Motion carried unanimously.

- iii. Appointment of Agent by Corporation.
 - Two J's, LLC; Allen C. Schlorf

Hennlich moved to approve the appointment of agent by corporation of Allen C. Schlor for the property previously known as Two J's, as presented. Miller 2nd. Motion carried unanimously.

- The Granary of Sherwood, LLC; David K. Eggert

Miller moved to approve the appointment of agent by corporation of David K. Eggert for The Granary, as presented. Benz 2nd. Motion carried unanimously.

- Lupitas Mexican Grill, LLC; Julia G. Cruz

Benz moved to approve the appointment of agent by corporation of Julia G. Cruz for Lupitas Mexican Grill, as presented. Kaas 2nd. Motion carried unanimously.

- High Cliff Public Golf Course, Inc.; James R. Blackburn

Kaas moved to approve the appointment of agent by corporation of James R. Blackburn for High Cliff Public Golf Course, as presented. Benz 2nd. Motion carried unanimously.

- iv. Operator's License(s).
 - Kevin D. Eggert

Kaas moved to approve the operator's license application of Kevin D. Eggert, as presented. Miller 2nd. Motion carried unanimously.

- v. Consent Agenda

Kaas moved to approve the Consent Agenda, as presented. Benz 2nd. Motion carried unanimously.

- 9) Village Engineer and/or Utility Operator: Project Update(s).

Friday directed the Board to the packet item of the Post Office parking lot paving (\$79,286) and paving of the shared access (\$12,604).

Benz questioned the Wisconsin Department of Transportation (WDOT) requirements of closing Clifton Road and Friday replied that included in the contingency are amounts to be used for curb and gutter if required by WDOT. Friday informed the Board that he will meet with the WDOT before the next Village Board meeting. Benz questioned if another less expensive option was possible. Kaas questioned the possibility of the actual costs coming in lower than the estimate for the technical administration (\$24,000) and Friday responded that the Village will know more at the next Board Meeting.

- 10) Village Administrator: Project Update(s).

Friday reported the Nuthatch Trail rework will be completed after the temporary easement is closed, the trail into Wanick Park is complete/looks good, Golf Course Road looks much better with an improved slurry mix, Forest Lane and Park are finished. Friday stated MCO has completed cleaning work and will present information to purchase equipment to perform it ourselves. Friday reported seals and manholes being worked on. Friday stated the research of the water loss is continuing, first the ductile iron pipe and now on to the rest in a step by step process. Kaas asked about the High Cliff State Park Inflow and Infiltration Study completion and Friday replied he had not heard and would follow up.

- 11) Old Business:
 - a) *Palisades Pond Lake District.*

Friday reported the Memorandum of Understanding second version has gone to the Village Attorney. Williams informed the Board that the Wisconsin Department of Natural Resources updated her on the dam transfer to the golf course and all that was needed was the time to issue the permit. Williams stated she has the links for the application for the dam transfer from the golf course to the District.

- 12) New Business:
 - a) *Resolution #04-2016: A Resolution Reviewing and Approving the Village of Sherwood 2015 Compliance, Maintenance Annual Report.*

Kaas moved to approve Resolution #04-2016: A Resolution Reviewing and Approving the Village of Sherwood 2015 Compliance, Maintenance Annual Report. Benz 2nd. Motion carried unanimously.

13) Complaints and Compliments:

- a) *High Cliff Public Golf Course – Noise and stray golf balls (May 24; Tesch).*

Rath requested Friday to develop a proclamation for Chief Kloehn for his service to the Harrison Fire Department.

14) Correspondences:

- a) *FY2016 Recycling Grants to Responsible Units (May 25, WisDNR).*
b) *Intergovernmental Meeting – Harrison (June 2; Parish).*
c) *Calumet County Bank merging with State Bank of Chilton effective Sept., 2016 (June 3; Grant).*
d) *Time Warner Cable, Inc. cable provider now d/b/a/ 'New Charter' (June 3; Charter Communications).*
e) *Request to propose and ordinance governing outdoor burning (June 7; Kosiorek).*

Benz suggested in place of a Municipal Code Amendment an educational approach to being a good neighbor. Rath requested Friday to draft communication for the next newsletter. Kaas suggested an ad in the newspaper.

Miller shared that he recently saw a solar powered speed limit sign in Greenleaf and inquired as to the cost of equipment like that. Rath suggested Friday get a cost to him so that the Sherwood Optimists could consider a donation.

- 15) *Closed Session:* Intergovernmental Relations (Harrison) – Potential projects. Per Wis. Stats. §19.85(1)(e), a governmental body may move to Closed Session when deliberating or negotiating the purchase of public properties, investing public funds, or conducting other public business whenever competitive or bargaining reasons require a Closed Session.

Miller moved to go into Closed Session: Intergovernmental Relations (Harrison) – Potential projects. Per Wis. Stats. §19.85(1) (e) at 8:04 p.m. Hennlich 2nd. Motion carried unanimously.

- 16) *Open Session:* The Board may act on any item discussed in Closed Session.

Miller moved to return to open session at 8:54 p.m. Benz 2nd. Motion carried unanimously.

Friday presented information on a recent resident complaint. Friday projected pictures from the ditch on Spring Court and informed the Board that he has had several discussions with the resident. Friday directed the Board to the letter in the packet he sent in November 2015 about the situation and since that time there has been no change. The Board directed Friday to resend that same letter to the resident.

Friday stated that one of the Village rental homes currently has a pool and the Board requested Williams to draft a letter to the tenant with a release of liability form for their signature so to release the Village from any responsibility.

17) Adjournment. – *Rath hearing no objection adjourned the meeting at 9:02 p.m.*

Minutes presented for review and approval by Susan Williams, Village Clerk-Treasurer.