

# Village Board Meeting Minutes

Monday, May 14, 2018

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

***Present***

*Bob Benz  
Roger Kaas  
Joyce Laux  
Ned Marks  
David Miller  
Lisa Ott  
Kathy Salo*

***Absent***

*none*

***Others Present***

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

- 2) Pledge of Allegiance. – *recited.*

- 3) Approval of the Agenda. – *Benz moved to approve the agenda as presented. Salo 2<sup>nd</sup>. Motion carried unanimously.*

- 4) Approval of Minutes:

a) *Organizational Meeting (April 23). – Benz moved to approve the minutes of the April 23, 2018 Organizational Meeting of the Village Board as presented. Miller 2<sup>nd</sup>. Motion carried unanimously.*

b) *Regular Meeting (April 23). – Salo moved to approve the minutes of the regular meeting of the Village Board on April 23, 2018, as presented. Kaas 2<sup>nd</sup>. Motion carried unanimously.*

c) *Special Meeting (May 10). – Benz moved to approve the minutes of the special meeting of the Village Board on May 10, 2018, as presented. Kaas 2<sup>nd</sup>. Motion carried unanimously.*

- 5) Public Hearing: *Village of Sherwood Comprehensive Plan Update 2040 (ECWRPC).*  
Note: Adoption of the Plan will be considered under *New Business.*

*Laux following 3 readings opened the Public Hearing at 6:33 p.m.*

*Hearing no public comments Salo moved to close the public hearing at 6:33 p.m. Kaas 2<sup>nd</sup>. Motion carried unanimously.*

- 6) Registered Citizen Comments on Agenda Items.

Judy Hartl, N5983 Moehn Rd., Hilbert – regarding an unagendized item, stating she was recently elected to the Calumet County Board and wanted to introduce herself and let the Board know she will drop in occasionally to find out what Sherwood is doing.

Dan Stein, W5142 Park Dr., Sherwood – regarding agenda item 8) b), stated he has no problems with the certified survey map being presented by the current property owners.

Bob Anderson, N7829 Niagara Ct., Sherwood – regarding agenda item 7) c).

Noreen Hannemann, W5044 Cherrywood Dr., Sherwood – regarding agenda item 13), stated concerns with stormwater flow from surrounding subdivisions effecting the pond she resides on.

Jeff & Kathie Hacker, W5006 Cherrywood Dr., Sherwood – regarding agenda item 13), stated concerns with stormwater flow from surrounding subdivisions effecting the pond they reside on.

Bob Goetz, W5047 Natures Way Dr., Sherwood – regarding agenda item 13).

Jody Fredericks, W5040 Cherrywood Dr., Sherwood – regarding agenda item 13), stated concerns with stormwater flow from surrounding subdivisions effecting the pond he resides on and the safety of his neighbors.

Dan Zitzelsberger, W5034 Cherrywood, Sherwood – regarding agenda item 13), stated concerns with stormwater flow from surrounding subdivisions effecting the pond he resides on.

- 7) Report of the Community Development Authority (April 25)
- a) *Business Signage*: Usage of 50/50 Business Matching Grant funds allowed for churches and non-profit organizations.

*Kaas informed the Board of the signage compliance process and the applicability of churches and non-profit organizations to participate in the 50/50 Business Matching Grant program.*

- b) *Marketing Signage in 'Historic Downtown' area*: Retain sign-maker.

*Kaas stated additional signage displaying the vision of the master plan is being developed in order to assist the marketing of the village owned parcels adjacent to Hwy 114/55.*

- c) *50/50 Business Matching Grant Applications*:

- High Cliff Golf Course & Event Center: Re-asphalt portions of parking lot via spot patching (Award = \$10,000).
- Absolute Wash: Replace bay door (Award = \$2,497).

- 8) Report of the Plan Commission – Special Meeting (May 7)

- a) *Comprehensive Plan 2040 – Final Review*.

*Summers thanked Salo and Laux for their diligent efforts to make sure all changes and modifications were made to the draft presented at the Plan Commission meeting May 7, 2018.*

- b) *CSM #2018-03*: Request (Dellaria) to split 0.96ac. lot at Intersection of Park Drive and Pigeon Road into two lots Conditional approval, (Lot #1 = 0.53ac; Lot #2 = 0.43ac). including drainage plan.

***Kaas moved to approve the Plan Commission recommendation of approval contingent of compliance with approved drainage plan. Miller 2<sup>nd</sup>. Marks – nay. Motion carried.***

c) Code Update: Board to conduct *Final Review* of changes.

9) Report of the CDA – Special Meeting (May 10)

a) *Closed Session*: Discuss business (re-)development in TID #2.

*Kaas reported a development proposal was presented for consideration without any action taken.*

10) Report of Village Officers.

a) Village President

*Laux reported Kaas attended an intergovernmental meeting for Calumet County and requested Kaas to summarize. Kaas stated the agenda covered the county road construction cost covering, abatement of perceived health issues and municipal updates. Kaas reported that Sherwood's resolution for the cost sharing was presented to the county and Calumet will follow State Statutes and pay one half of the non-travel lanes. Kaas stated the abatement topic covers broken sewers, non-portable water, vermin and etc. Kaas reported the county is requesting the village approve the resolution in agenda 14) b) to deal with the problem and recover the costs through the tax roll.*

b) Fox Cities Area Room Tax Commissioner

i. Sports Facility update (Pam Seidel; 04-18-18).

ii. ARA Exhibition Center Advisory Committee Meeting Minutes (05-01-18).

*Benz reported the Radisson General Manager informed the committee that bookings are good for 2018 and parking and signage are areas that require improvements. Benz stated that other improvements continue at the Radisson where all guest rooms will have new vinyl flooring, 55 inch TVs and all closets are being removed and replaced with wall units. Benz informed the Board that the new brand name is Red Lion Paper Valley (the ownership has not changed).*

*Benz stated the proposed sports facility will be at McCarthy Road and GV in Grand Chute, completed by fall of 2019, with 2-164,000 square feet of space and 2 ice surfaces (one is convertible to hard surface). Benz reported Grand Chute will own the facility just like Appleton owns the exhibition center and that is done for ease of obtaining bonding and Grand Chute will be responsible for the deficiency in room tax revenue. Benz stated the bonding for the facility will take place within the month.*

c) Clerk/Treasurer

i. Review/Approve financial reports.

***Benz moved to approve the financial reports as presented. Salo 2<sup>nd</sup>. Motion carried unanimously.***

ii. Operator's Licenses:

- Courtney L. Schaffer

***Salo moved to approve the operator license for Courtney L. Schaffer as presented. Benz 2<sup>nd</sup>. Motion carried unanimously.***

- Anthony I. Mahosky

***Salo moved to approve the operator license for Anthony I. Mahosky as presented. Miller 2<sup>nd</sup>. Motion carried unanimously.***

*Williams reminded the Board that the next day is the Primary for the State Senate District #1 office.*

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

*Friday reported that Bruce Genskow from MCO Midwest Contract Operations Inc. will appear at the next Village Board meeting. Friday stated the FY2018 Street Construction bid was \$200,000 higher than estimated and will be rebid later in the month.*

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

*Friday reported attending a North East Wisconsin Stormwater Consortium and the village is now required to do reporting with the MS4 designation.*

- 13) Old Business: *New subdivision development:* Consider designation of ‘Regional Stormwater Pond’ from 20ac. parcel (Wittman) and allow stormwater et. al. conveyance through Village property (spur line trail area) between the properties, as needed for development to the Lakeshore Estates–East (Pigeon) pond.

*Friday directed the Board through the 2003 Executive Summary for the Golf Course Road Storm Water Survey, e-mail from Jeff Rustick from Schuler & Associates requesting the village to designate the pond in Lakeshore Estates East a regional stormwater pond, minutes from the Village Board and Plan Commission meetings from the timing of the subdivision approval and the approved developer’s agreement.*

Nick Vande Hey stated the only way the village could write a letter requesting the designation of a regional stormwater pond would be if they owned it. Vande Hey reported from the study was done, with the design of the pond and the oversizing pipes it appeared the intention was to serve the area.

*Friday projected on the Board Room wall the stormwater drainage plan for Lakeshore Estates East subdivision which showed the inflows from the parcels on the east and north and outflows to the south.*

***Benz moved to have the developer conduct stormwater study/survey to identify the elevations up to the easements. Marks 2<sup>nd</sup>. Motion carried unanimously.***

*Kaas complimented the resident group for a civil meeting.*

14) New Business:

- a) *Resolution #2018-07: A Resolution Approving the Update to the Comprehensive Plan of the Village of Sherwood (2040).*

Tom Baron from East Central Wisconsin Regional Planning Commission provided a summary of the work of the Plan Commission for the last year and a half.

*Salo and Laux confirmed all changes/updates stated during the May 7, 2018 Plan Commission meeting were incorporated into the final draft.*

*Laux requested a compilation of all resources to be included in the update.*

***Benz moved to approve the Resolution #2018-07: A Resolution Approving the Update to the Comprehensive Plan of the Village of Sherwood (2040), as presented. Miller 2<sup>nd</sup>. Motion carried unanimously.***

- b) *Abatement of Human Health Hazards:* A request by Calumet County to have individual municipalities place a ‘special tax’ on a property once abatement of a delinquent property has been abated by the County, per Wis. Stats. 254.59(2), for the purpose of recouping costs by the County to abate said hazardous property.

***Salo moved to approve Abatement of Human Health Hazards as presented by Calumet County. Kaas 2<sup>nd</sup>.***

*Williams asked the Board about assigning a resolution number to the motion.*

***Salo amended her motion to include Resolution #2018-08 for the Abatement of Human Health Hazards, as presented. Kaas accepted the amendment. Motion carried unanimously.***

15) Complaints & Compliments: None.

16) Correspondences:

- a) *Acknowledgement of County-level service – Randy Friday (10 Years Service to the Local Emergency Planning Committee; April 17).*  
b) *Trail liability – Hole #14 High Cliff Golf Course (Troestler; April 30).*  
c) *Status of Airplane (Legion Post #496 – Bob Vende Hey; May 2).*  
d) *Sustained Flight Status (Bird City Wisconsin; May 5).*  
e) *Water Issues – Sherwood Golf Club (Jason Lemanski; May 7).*  
f) *LSE-East stormwater pond (Jeff & Kathie Hacker; May 7).*  
g) *Offer to advertise ‘Open Spaces’ in St. John/Sacred Heart Tri-Parish Bulletin (May 7).*  
h) *Wisconsin Bird City – ‘Big’ Bird Funding (Friends of High Cliff State Park; May 8).*

17) Adjournment. – ***Miller moved to adjourn the meeting at 9:10 p.m. Ott 2<sup>nd</sup>. Motion carried unanimously.***

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