

Village Board Meeting Minutes

August 12, 2019

- 1) Call to Order and Roll Call: President Joyce Laux called the meeting to order at 6:30 pm. Trustees present were Roger Kaas, David Miller, Kathy Salo, and Ned Marks. Trustees absent included Bob Benz and Lisa Ott. Also in attendance was Times-Villager Reporter Tom Collins, Administrator Randy Friday, Plan Commission Chairman Steve Summers, and Clerk/Treasurer Jo Ann Lesser. There were twelve other attendees.
- 2) Pledge of Allegiance: All those present stood to recite the Pledge of Allegiance.
- 3) Approval of the Agenda: Trustee Salo made a motion to approve the agenda. Trustee Kaas seconded the motion. Motion carried, 5-0.
- 4) Approval of Minutes: Trustee Salo made a motion to approve the meeting minutes of July 22nd, July 24th, and August 8th. Trustee Kaas seconded the motion. Trustee Marks mentioned a correction to the July 22nd minutes on page 2, 11a, the last sentence starts with the word Not and it should be No. Motion carried, 5-0.
- 5) Registered Citizen Comments on Agenda Items: Bob Anderson of N7829 Niagara Court was present to comment on the concept plan for The Cottages at High Cliff golf course. Anderson stated he attended the plan commission meeting on August 5th and requested that the Village Board look over the plans and determine if this is the right thing for Sherwood. Anderson said he has one question and he would like to know if they're 18 single standing units or 18 duplexes accommodating 36 families?

Tom Herrmann of N7782 Spurline Court asked if this project benefits the Village of Sherwood long term? Herrmann stated that he's been a resident for 22 years and has seen the benefits that Randy Friday and the past and present Board members have done for the village, and hopes this Board will continue to evaluate the project and the effects on the village. His greatest concern is if this project is a long-term benefit for the village or an attempt to make a quick dollar. Wondered about the motive for doing this. Herrmann felt the village has been generous by awarding them grant money to help their business, he and his family enjoy the golf course but feels that this is not the right thing to do for the long term. Herrmann conveyed his concerns about drainage issues, since the area already has those problems.

Roland Smoot of N7779 Spurline Court stated that he moved to the village a few years ago and he doesn't golf but loves to watch golf and the people playing golf. Smoot wanted to echo the same concerns of Tom Herrmann, when the owners decided to put in a path the properties started getting more water in the yards. Smoot stated he has yet to see any assurances or any plan as to what is going to happen or any easement providing protection against any damage from the water. Smoot is very concerned about this project, he loves the golf course and Sherwood, asking the Board to keep them in mind when considering this project. Would like communication from the village on how and when they will be impacted and allow the residents to speak on their concerns.

- 6) Report of the Community Development Authority (July 24)
 - a) *CDBG Program Closure*: Federal gov't closing state *Community Development Block Grant* program. \$1.2M available in Calumet County for projects: Trustee Kaas gave an update that he has submitted 4 properties to the County for remediation and that they are up against some large projects in Brillion and New Holstein.

- b) *Contract to remediate contaminated soils at former-Shenanigan's property.*
Bid awarded NTE \$16,350 (Cedar Corp.): Trustee Kaas informed the Board that the test results are back and that the contaminated soil is a rather small area to be remediated. The CDA approved a bid of up to \$16,300 to do that remediation.
- c) *Contract to remediate contaminated soils at former-Wink-Mart property.*
Request for formal proposal (Cedar Corp.): A report was received from Cedar Corp which included information on the WinkMart site currently has a deed restriction due to the previous contamination. Has testing done in 2015 which shows a couple of sites contaminated which will require the impervious surface to be contained and could hinder development. The CDA wanted to explore the cost of having that property remediated and asked Cedar Corp to put together a proposal.

7) Report of the Plan Commission (Aug. 5).

- a) *Concept Plan – The Cottages at High Cliff (Re: PUD #2019-02):*
HCGC proposal to move Hole #18 and (re-)place 18 owner-occupied, duplex units. Approve, *C.P.*, noting need for rezoning to 'residential' and PUD: Chairman Summers stated that the project requires a zone change from recreational to residential. With a zone change there's a requirement to have a public hearing, residents are notified of the hearing and that's the opportunity to convey their opinion. The Plan Commission did approve the concept plan on a vote of 7-0.

Administrator Friday informed the Board that the road would be private and that the parcel is 7 acres.

Dan Ripple the President of High Cliff Golf Course presented information to the Board regarding the project. Ripple stated that they have hired Martenson and Eisele Inc. to engineer the plan and is currently working on the drainage portion of the project. Ripple indicated that there will be a pond on the property for stormwater and this will be where road, roof and sump pump water will be directed to. Ripple stated that the homeowners association (HOA) is a high bred of sorts, as the condo owners will own the lots as well. The square footage of the condo will range from 1,440 to 1,650 sq. feet per side and they will be single story homes. To answer Mr. Herrmann's question about the reasoning behind the development is to increase revenue while reducing expenses and hopefully be debt free. The HOA fee will be \$255 per month, this will cover the cost of grass cutting, snow removal, garbage/recycle services, and also allows for a membership to the course to the owners.

Trustee Miller asked for price range of units. Dan Ripple stated that they would start at \$247,000 and go up to \$290,000, this price includes the lot. Each lot is approximately 11,000 sq. feet. Ripple is estimating the village's annual tax revenue from the project to be around \$200,000. Ripple also reported that the development will stay with golf course and won't be sold.

Trustee Salo informed the room that there is still a lot of planning and design work to do.

Trustee Marks commented that storm water is a greater issue and Ripple responded that it's being considered.

Trustee Salo made a motion to approve the concept plan The Cottages at High Cliff contingent on the hearing for the zoning along with the other work that needs to be done with the DNR and any easements. President Laux seconded the motion. Motion carried, 5-0.

- b) *Zoning Code: Updates* (Ad Hoc Committee input): Chairman Summers stated there are two items needing more work and they should have something for the Board at the September meeting.

8) Report of Village Officers.

- a) Village President: President Laux informed the Board that she received Trustee Marks resignation for the PRUT Committee effective immediately. Laux thanked Ned Marks for his time with the committee.
- b) Fox Cities Area Room Tax Commissioner: None
- c) Clerk/Treasurer
 - i. Consent Agenda
 - (a) Financial Reports: Checks and Vouchers for Funds 100, 230, 260, 403, 410, 600, & 610 in the amount of \$336,850.44.
 - (b) Preliminary Equalized Values and Net New Construction: *Preliminary (WisDOR)*.

Trustee Salo made a motion to approve the consent agenda. Trustee Kaas seconded the motion. Motion carried, 5-0.

9) Village Engineer and/or Utility Operator: Updates.

- a) *Contract B-19 – Meehl-Stumpf Subdivision*: Administrator Friday informed the Board the project is on track for completion, mid-September. Trustee Kaas informed the Board of a letter to the editor in the Post-Crescent last weekend from a Hilbert resident regarding the ditch depth. Friday stated residents were given an option of curb and gutter and be assessed the cost, or, utilize the ditch option and pay nothing extra. The vast majority chose the ditch option. Friday stated the ditches will be filled in more when sod is laid down in the bottoms.
- b) *Contract A-19 – State Park Road and Kesler Road*: Trustee Marks was concerned if the A19 Contract work will be finished this year because it hasn't begun yet. Administrator Friday confirmed the project will be completed and there is plenty of time left in the construction season. Kesler Road is being prepped by at this time and the State Park project portion will begin following a race along that route to avoid conflicts.
- c) *FY2017-18 Paving and Drainage projects*: Warranty work: The engineer's report detailing the areas in need of corrections was reviewed.
- d) *(pending) Pond View Estates subdivision*: Construction Oversight (Cedar Corp.): Friday reported water and sewer plans have been approved, while stormwater plans are under final review by WisDNR. Van's Construction initially planned to start on August 12th. Their revised start date is Monday, August 19th.

10) Village Administrator: Project Updates: Administrator Friday informed the Board he received a signed WB-11 Offer to Purchase from Ronald Hawkinson and a closing date will be set soon.

11) Old Business: None.

12) New Business:

- a) *Pay Request #1 – Contract B-19 (Meehl-Stumpf)*: Consider payment request (\$182,788.55; MCC) for work completed thru July 26: Trustee Kaas made a motion to approve pay request #1 from MCC in the amount of \$182,788.55. Trustee Miller seconded the motion. Motion carried, 5-0.
- b) *State-supported Video Franchise Fee payments (Form SL-310)*: Consider Staff – recommended approval of State compensation for mandated reduction of video franchise fees: Clerk/Treasurer Lesser informed the Board about the new requirement by the state to report cable franchise fee information. This is due to the phasing out of the fee, the state will be subsidizing the reduced amount of the fee to help offset local budgets.

13) Complaints & Compliments: None.

14) Correspondences: None.

15) Closed Session: President Laux read the following notice: The Village Board by roll call vote may move to a Closed Session pursuant to:

- a) *Operator License*: Wis. Stats. §19.85(1)(f), Considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration or specific personnel problems or the investigation of charges against specific person except where par. (b) applies which if discussed in public, would likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involve in such problems or investigations (Alexa Harrison).
- b) *Personnel discussion*: Wis. Stats. §19.85(1)(c), the Village Board may move to a Closed Session when considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

Trustee Kaas made a motion to enter into closed session at 7:39 pm. Trustee Salo seconded the motion. Roll Call: Roger Kaas; aye Joyce Laux; aye David Miller; aye
Kathy Salo; aye Ned Marks; aye

Motion carried by unanimous voice vote.

16) Open Session: The Board may act on any item discussed in Closed Session: The Village Board convened into open session at 8:15 pm.

Trustee Kaas made a motion to approve the operator license application for Alexa Harrison. Trustee Marks seconded the motion. Motion carried, 5-0.

Trustee Salo made a motion to approve a \$2 an hour pay increase for Office Coordinator Kristy Van Hefty after completing her 6-month probationary period. The pay increase will carry through until January 1, 2021 when new pay increases will take effect. Trustee Kaas seconded the motion. Motion carried, 5-0.

17) Adjournment: The meeting adjourned at 8:16 pm.

Respectfully submitted,

Jo Ann Lesser, CMC, WCMC
Clerk/Treasurer