

Town of St. Joseph - St. Croix County, WI
Meeting of the Town Board – St. Joseph Town Hall – August 10, 2017, 6:00 P.M.
Minutes

Call to order at 6:00 p.m.

Statement of Public Notice was read.

Roll Call: Chair Spaniol and Supervisors Bohl, DeRosier and Packard. Supervisor Long was absent.

Adoption of Agenda: **Motion** (Supervisor Bohl, Supervisor DeRosier) to adopt the agenda.
Motion carried.

Pledge of Allegiance was recited.

The following dates of upcoming meetings and events were discussed: August 16th Parks, Trails & Recreation Committee Meeting, August 22nd Plan Commission Subcommittee Meeting; September 5th Public Works Committee Meeting, September 6th Plan Commission Meeting, September 13th Bass Lake Rehab District Meeting and the September 14th Town Board Meeting.

Monthly Status Reports:

1. Building Inspector: Chair Spaniol reviewed the monthly report which showed two new houses.
2. Deputy Zoning Administrator Jay Kimble reviewed his monthly status report.
3. Plan Commission: No report provided because the items were listed on the agenda.
4. Fire Chief: Nothing new to report.
5. Ems Chief: Nothing new to report.
6. Joint Library: Next meeting is scheduled for August 15, 2017.
7. Parks, Trails & Recreation Chair Mark Vanasse noted that the bridge opening has led to increased bike and pedestrian traffic.
8. Wisconsin Town's Association: Nothing new to report.
9. Bass Lake Rehab District: Chair Spaniol reviewed the four grants that the district received and noted that a meeting would be held on the 29th with the County, State and DNR due to the lake continuing to rise.
10. Internet/Broadband: Chair Spaniol stated that NorthWest Communications is still installing hook ups in the town.

11. MS4/Urban Non-Point Source Grant: Supervisor Bohl informed the town board that one piece needed to be completed before the next submission would be made.

12. Houlton Facilities Plan: Supervisor Bohl stated that the soil borings were complete.

Consent Agenda:

1. Payment of Bills, Vouchers and POs: **Motion** (Supervisor Bohl, Supervisor Packard) to approve the payment of bills, vouchers and pos. **Motion carried.**

2. Approval of Meeting Minutes

a. 07-13-2017

b. 07-15-2017

Chair Spaniol asked that the Public Comments section of July 13th add the name Rauch. **Motion** (Supervisor Bohl, Supervisor Packard) to approve the meeting minutes as written for July 13th and July 15th with change of adding Rouch. **Motion carried.** Supervisor Bohl abstained from voting.

New business discussion and possible action on:

1. Public Facilities Needs Assessment Update: **Motion** (Chair Spaniol, Supervisor DeRosier) to table this to a future meeting date to-be-determined. **Motion carried.**

2. 2017 Road Maintenance Project Status: Stantec Representative Jeremy Hauser explained that the Crack Seal portion of the project was completed and that the sweeping portion of seal coating would be completed tomorrow. The rock quantities would be picked up for the project and anything over that amount they would pick up per additional change order price.

3. Houlton Facilities Plan Geotechnical Investigation status update was provided by Stantec Representative Hauser. The town board decided that the project was completed.

4. Selecting Budget Workshop Dates and Times: The town board decided that the budget workshops would be: August 23rd at 6:00 p.m., September 13th at 5:00 p.m., September 25th at 6:00 p.m. and October 19th at 5:00 p.m.

5. Town Website: exploration of options to change vendors. The town board agreed to explore other options. Clerk/Treasurer Stewart was asked to draft a letter to see what other vendors could provide.

6. Trout Brook North Road Discussion: Shawn and Jacob Germain residents at 1218 Trout Brook Road North had a lengthy discussion with the board over two items. First, they felt the width of the road wasn't sufficient. Chair Spaniol explained that the road width is sufficient for gravel roads and if residents encounter vehicles parked on the roadway to contact the town's Deputy Zoning Administrator Jay Kimble. Second, the desire for a turn around and updates to the roadway. Supervisor Bohl asked if they would be willing to incur

any costs for the updates. The German's responded they do not want to incur any costs. Chair Spaniol reviewed the town's ordinances and state law regarding the issue. The town board took the time to review the events leading up to the discussion. One example was that the Germans were present for the CSM discussions, that a cul-da-sac was staked out, the town board was ready to require a turn around and the Germans stated they didn't want it. Chair Spaniol reviewed the maintenance done on the roadway regarding adding gravel, retrieving gravel and snow plowing. The town board explained that due to budget constraints no plans were being done to turn the gravel road into pavement and they would not be installing a cul-da-sac. No formal action was taken at the meeting. However, the Germans were told if they wanted to pay for the cul-da-sac the town board would take the issue up again.

7. Resolution Requesting Application for Exemption from County Library Tax was approved. Chair Spaniol reviewed the Resolution. **Motion** (Supervisor Bohl, Supervisor Packard) to accept Resolution 2017-12 Requesting Application for Exemption from County Library Tax. **Motion carried** after a roll call vote. Chair Spaniol and Supervisors Bohl, DeRosier and Packard voted in favor of the motion.

8. Authorize Payment to Monarch Paving for Invoice #5500039637: No action was taken.

9. Authorize Payment to Fahrner Asphalt Sealers Inc. for Invoice #7561430-000001: No action was taken.

10. Operator's License: **Motion** (Supervisor DeRosier, Supervisor Bohl) to approve Debra Knops, Gabriel Dachel, Haley Hatchler and Kindra Witthus. **Motion carried.**

- a. Debra Knops-B & L Liquor Store
- b. Roxanna Rockwood- Fastrup Markets
- c. Gabriel Dachel- Countryside Burkhardt Co-op
- d. Robert Murphy- Bob & Steve's BP
- e. Haley Hetchler- Big Guys BBQ Roadhouse
- f. Kindra Witthus- Countryside Co-op

Unfinished/Old Business

11. Updating the Town of St. Joseph Town Rules: **Motion** (Supervisor DeRosier, Supervisor Bohl) to table number eleven. **Motion carried.**

.12. Approving General Code quote to update the Town of St. Joseph's Code and ordering new ordinance books. The town board agreed to move forward with obtaining a quote.

13. Update on the Houlton MHP, LLC Mobile Home Park: Mobile Home park resident Erletz stated a strong concern over the smell of the water and that a number of individuals including herself have become sick after using the water. The town board agreed to follow up with the proper officials to determine what options the residents have for testing.

14. The town board agreed to update the town's Notice of Records Access Form.

15. Mowing and brushing for private use: **Motion** (Supervisor Bohl, Supervisor Packard) to table. **Motion carried.**

Parks, Trails & Recreation Committee Recommendation

16. Parks Management Plan: Chair Spaniol reviewed the plan and thanked Parks, Trails and Recreation committee member Gail Bahner for creating it.

17. Perch Lake Parking Lot Stairs: Parks, Trails & Recreation committee chair Mark Vanasse reviewed the proposed project with the town board. The plan was to utilize Impact Fee funds to finance the project and the correctional staff would be utilized to create the stairs. The next step was determining if this project was eligible for Impact Fee Funds at this time.

Public Works Committee Recommendation

18. Utilizing Town Retriever on River Road and the roads off River Road and Seven Oaks Roads: Public Works Committee member Theresa Johnson stated that the committee would like to this work done. Chair Spaniol stated he would discuss it with Supervisor Long when he returned.

19. ROW issues on 60th, 85th & 140th: Public Works Committee member Theresa Johnson stated that the committee would like to see additional items done. Chair Spaniol stated the town board would address those items not the committee.

20. Naming the 2 stub roads off of Bluebird Drive: Chair Spaniol volunteered to work with the county to determine names and bring it back to the town board.

Public Comment: None

Budget year-to-date was reviewed.

Items for next Plan Commission or Town Board Agendas: Chapter 101 Ordinance Review, Public Works Committee Building

Adjournment: **Motion** (Chair Spaniol, Supervisor Bohl) to adjourn. **Motion carried.**