

Town of St. Joseph - St. Croix County, WI
Special Meeting of the Town Board – St. Joseph Town Hall – December 29, 2016, 6:00 P.M. Minutes

Call to Order at 6:00 p.m.

Statement of Public Notice was recited.

Roll Call: Chair Spaniol and Supervisors Bohl, Long, DeRosier and Packard were present at the meeting.

Adoption of Agenda: **Motion** (Long, Packard) to adopt the agenda. **Motion carried.**

Pledge of Allegiance was recited.

The following dates of upcoming meetings and events were discussed:

January 4th Plan Commission Meeting
January 12th Town Board Meeting/Town Caucus
January 18th Parks, Trails & Recreation Committee Meeting

Consent Agenda: Motion (Bohl, Long) to approve the Consent Agenda. **Motion carried.**

1. Payment of Bills, Vouchers and POs

2. Approval of Meeting Minutes a. November 30th

Unfinished/Old Business discussion and possible action:

New Business discussion and possible action:

3. Steve Takash discussed the possibility of a St. Croix County Emergency Services tower being built in Houlton. Takash informed the town board that St. Croix County is in the process of updating its emergency communications center and that the county is interested in building a tower in the Houlton area if funding can be acquired to help with the costs. Takash stated Houlton is the target area to hopefully land a funding partner from Minnesota and that if a funding partner can't be acquired the project will likely fail. No formal action was taken by the Town Board.

4. Resolution 2016-16 Adopting the Bass Lake Management Plan: Chair Spaniol explained the basis for the plan and read the resolution. **Motion** (DeRosier, Bohl) to adopt Resolution 2016-16 adopt the Bass Lake Management Plan. **Motion carried** after a roll call vote. Chair Spaniol and Supervisors Long, Packard, DeRosier and Bohl voted in favor of the motion.

5. Resolution 2016-17 Adopting the Perch Lake Management Plan: Chair Spaniol explained that this was the first-time Perch Lake would have a management Plan and read the Resolution. **Motion** (DeRosier, Bohl) to approve Resolution 2016-17 adopting the Perch Lake Management Plan. **Motion carried** after a roll call vote. Chair Spaniol and Supervisors Bohl, Long, DeRosier and Packard voting in favor of the motion.

6. Resolution 2016-18 Adopting the Natural Resource Inventory Plan was explained and read by Chair Spaniol. **Motion** (DeRosier, Bohl) to approve Resolution 2016-18 adopting the Natural Resource Inventory Plan as presented. **Motion carried** after a roll call vote. Chair Spaniol and Supervisors Bohl, Long, DeRosier and Packard voting in favor of the motion. Resident Joan Gerhan asked if it tell people how to use the land. Chair Spaniol explained that it does not that would be an ordinance.

Public Hearing: To adopt the update to the Town of St. Joseph Comprehensive Plan started at 6:30 p.m.

Motion (Bohl, Long) to open the public hearing regarding the Comprehensive Plan. **Motion carried.**

Plan Commission Chair Carolyn Barrette informed the audience that the process of updating the Comprehensive Plan process started back in 201 and that the project was being paid by MOU funds. Barrette also expressed her hope that it would pass.

Resident Joan Gerhan asked how it affected Houlton being less than three acres' minimum. Barrette explained that it does not change the town's requirements for three acre minimums.

Resident Gerhan also wanted to know what Houlton would look like for example high rises and that she had not read the updates. Barrette explained that the draft was available online and that high rises were not allowed.

Chair Spaniol read direct quotes out of the Comprehensive Plan that discussed Houlton regarding facilities and the discussion "centered on the understanding that the Town is not in a position, financially or politically, to pay the cost of a new sewage treatment plant" and that the town has no interest in building one as well. Another portion of what Chair Spaniol read was that findings also showed that "it is highly unlikely that a developer would pay for a large scale or small scale sanitary sewage treatment plant (as presented in the development concepts above)- the costs would be too high to add the risk of development the project."

Resident Don Anderson asked what the comprehensive plans position was on development. Chair Spaniol explained that if you want to develop your property you can if you follow the town's rules and ordinances. Carolyn Barrette agreed and stated that any development is up to the landowners. Chair Spaniol further explained that the Comprehensive Plan helps the landowner as a planning tool, but is not a binding document.

Supervisor Bohl discussed that the state requires the town do an update on the plan every ten years and that it is a planning tool.

Resident Theresa Johnson explained that the last plan was done almost ten years ago, and that some rezoning has changed since that time.

Resident Bruce Beedle wanted to know when developing who oversees the water and sewer. The response was St. Croix County.

Resident Fred Locker inquired who determines minimum acre for commercial use and oversees the septic systems. Plan Commission member Anton Rang explained that the town is under St. Croix County zoning and the county also is in control of overseeing the septic systems.

Resident Larry Weber asked if the plan locks residents into something. Chair Spaniol explained that is not a binding document.

Supervisor DeRosier and Chair Spaniol answered a resident question as to what must be done before a sewer facility can be put into place. The discussion centered on needing the financing, numerous studies must be conducted, soil borings, concept plans created and that the studies done in the Comprehensive Plan show at this time it is highly unlikely that a developer would want to take on the risk.

Resident Joan Gerhan asked why anything had to be done. Plan Commission Member Rang explained that state law changed and we need to update the plan at a minimum once every ten years. Supervisor DeRosier explained that she has a great appreciation for farmers and how she has seen property by her home change from farming to developing into something else. That led to her discussing that any change in the town will come from individual landowners selling and/or developing.

Resident Judy Kadidlo thanked the Plan Commission for the hard work they put in the on the project and that they listened to her concerns and made changes to address her concern.

Motion (Long, Bohl) to close the Public Hearing. **Motion carried.**

7. Resolution 2016-19 Adopting the Non-Residential Design Standards was approved. Chair Spaniol read and explained the Resolution. **Motion** (DeRosier, Packard) to adopted Resolution 2016-19 Adopting the Non-Residential Design Standards into the Comprehensive Plan dated 2016-2035. **Motion carried** after a roll call vote. Chair Spaniol and Supervisors Bohl, Long, DeRosier and Packard voted in favor of the motion.

8. Ordinance 2016-02 Ordinance Adopting the 2016-2035 Town of St. Joseph Comprehensive Plan was approved by the town board. **Motion** (Packard, Long) to adopt Ordinance 2016-02 Ordinance Adopting the 2016-2035 Town of St. Joseph Comprehensive Plan. Chair Spaniol explained that there would be a notice of scribner's error- items such as misspelled words, punctuation errors, shading that needs to be changed- and that the plan reserves the right to make them but does not alter the material presented in the plan. Supervisor DeRosier also mentioned that the draft had two place holders that will be replaced with the Resolution approved by the Plan Commission and the town board ordinance voting in approval of the plan. Chair Spaniol informed the Town Board that he had two meetings with county officials to discuss the future land use map based on the request of five land owners that would like zoning changes on the map. The county officials on both occasions stated that it is up to the town to decide, but made sense for the Town Board to recommend the change. Chair Spaniol let the Town Board know that honoring the request would be contrary to what the Plan Commission recommended, but even making the recommendation of designating those properties the landowners still must go through the county to make a zoning change. Chair Spaniol followed up by stating that the landowners might have an easier process to requesting the county to make the change with the designations on the map since it shows that the town thought of the process. Supervisor Long explained that one set of landowners decided to back out of the designation and that all the landowners making the request are long-term community members. Supervisor Bohl stated that he had a concern with residents coming and requesting because we might have missed people who wanted the same thing. Chair Spaniol explained that all the landowners had a chance to make the request and that town officials reached out to the large landowning parcels to see if they were interested or not. Resident Theresa Johnson asked what they asking for to be put on the map. Chair Spaniol explained the request was for Ag 2 designation. Supervisor DeRosier explained that it is restrictive to the property. Plan Commission Chair

Barrette explained landowners had a chance to attend the Public Hearing and that she talked with and wrote letters to see if any others were interested. Plan Commission member Anton Rang explained that most of the Plan Commission felt it was wrong to discriminate by favoring a select number of residents, but noted the commission was split on that decision. Supervisor DeRosier explained that making the designation would have nothing to do with the tax code. **Motion amended** (Packard, Long) to read recommend adopting Ordinance 2016-02 Ordinance Adopting the 2016-2035 Town of St. Joseph Comprehensive Plan with the corrections discussed as well as land dotting circle options as well. **Motion amended** (Packard, Long) to also include the makes of Leverty, Orf, Marty and Mitchell. **Motion carried** after a roll call vote. Chair Spaniol and Supervisors Bohl, Long, DeRosier and Packard voted in favor of the motion.

9. Resolution 2016-20 Town of St. Joseph First Responders LOSA contract was approved. EMS Chief Tim O'Brien explained what LOSA was and that the rate matches the amount paid in. Supervisor Long stated he was the town's first beneficiary after thirty years of service and that it serves as an incentive for retaining Fire and EMS staff. Chair Spaniol read the resolution. **Motion** (Long, Bohl) to approve Resolution 2016-20 Town of St. Joseph First Responders LOSA contract. **Motion carried** after a roll call vote. Chair Spaniol and Supervisors Bohl, Long and Packard voted in favor of the motion. Supervisor DeRosier abstained from voting.

10. ECVIS Renewal: **Motion** (Bohl, Long) to not renew annual contract with ECVIS. **Motion carried.**

11. Approval of Operator's License: **Motion** (Bohl, Long) to approve the operator's license for Alissa Demers- Countryside Co-op Burkhardt Cenex, Richard Jacobson- Meyers GM Enterprises, Inc. dba Cajun Club, Nicole Jacobson- Meyers GM Enterprises, Inc. dba Cajun Club, Michael Deneen- Willow River Saloon and Ariel Bowman- Meyers GM Enterprises, Inc. dba Cajun Club. **Motion carried.**

- a. Alissa Demers- Countryside Co-op Burkhardt Cenex
- b. Richard Jacobson- Meyers GM Enterprises, Inc. dba Cajun Club
- c. Nicole Jacobson- Meyers GM Enterprises, Inc. dba Cajun Club
- d. Michael Deneen- Willow River Saloon
- e. Ariel Bowman- Meyers GM Enterprises, Inc. dba Cajun Club

12. Committee Meeting Dates for 2017. Chair Spaniol informed the Town Board that the plan to set 2017 meeting dates for the committees is an attempt to alleviate the struggles with meeting conflicts and following committee charters. Chair Spaniol further explained that the committees can cancel or add dates when needed. Public Works member Theresa Johnson stated that the Public Works charter states Tuesdays, but certain times of year when that date won't work and Mondays work better. Chair Spaniol explained again that when committee need to make changes to the date it is okay, but the goal is to select a day so we have no meeting conflicts. Supervisor Long explained the charter for Public Works states the 1st Tuesday. Supervisor DeRosier felt that selecting meeting dates makes the town's schedule transparent and yearlong calendar gives everyone notice of when meetings will be held. The town board agreed that Mondays would be reserved for only Fire and EMS meetings. Clerk/Treasurer Stewart explained that the only committees without set dates were the Public Works Committee, Finance committee and Public Safety. The Town Board agreed to letting those committee select a meeting night at their January meetings and that the town board table this issue until the February town board meeting. The Public Works meeting was changed to January 3rd to follow the charter, leave the hall available to Fire/EMS for use on January 2nd and because the date was considered a legal holiday.

13. Resolution 2016-21 Line Items Transfers was approved. Clerk/Treasurer Stewart explained that she discussed this Resolution with the auditor's office and followed their recommendations. **Motion** (Spaniol, Long) to approve Resolution 2016-21 Line Items Transfers. **Motion carried.**

Public Comment: Supervisor Bohl wanted it noted that he was informed the trailer court went without water for a week and that the living conditions are poor.

Budget Year-To-Date was reviewed.

Review Items for next Plan Commission or Town Board Agendas: Town Board committee meeting dates at the February town board meeting.

Adjournment: **Motion** (Long, Bohl) to adjourn. **Motion carried.**