

DRAFT 3

TOWN OF HARTLAND MONTHLY MEETING

July 9 2013, Minutes

Town Officials:

Chairman: Robert Woldt
Supervisor: Bill Dittman
Clerk: Marlin Noffke

Treasurer: Jenny Mitchell
Supervisor: Frank Heller
Deputy Clerk: Sharon Riehl - Absent
Deputy Clerk: Rhoda Lehrke

Others present: Scott Schara (Zoning Administrator), Al Tauchen, Vicky VandenBush, Ross and Pam Berkhahn, Dan Brokiewicz, Bill Berkhahn, Tom McClone, and Marilee Duquaine

Call to Order

The monthly meeting of the Town of Hartland, held on Tuesday, July 9, 2013, was called to order by the Town Chairman, Robert Woldt, at 7:05 p.m., at the Hartland Town Hall. He then led the group in the Pledge of Allegiance.

Meeting Notices

The Chairman verified that proper postings had been placed at the Town Hall, Bonduel State Bank, and Premier Bank.

Approve the Agenda

Motion by Bill Dittman and seconded by Frank Heller to approve the agenda, and to deviate from the order of the agenda if necessary. Motion carried.

Valley Road Property

Vicky VandenBush requested, and the Chairman approved, an addition to the agenda of a drainage issue on Ms. VandenBush's Valley Road Property. Ms. VandenBush distributed photographs and maps of the property and explained that the water on that parcel drains into the area where they camp. She spoke with engineers in both Shawano and Brown Counties who indicated the culvert system might not be designed properly. Her goal is to correct this and protect the property. The Chairman asked Frank Heller to look at the property and the drainage issue.

Minutes

The minutes of the June 12, 2013, meeting were read. Ross and Pam Berkhahn questioned why their comments made at the June 12 meeting regarding the ditch on South Highline near the Berkhahn property were not included in the minutes. The Clerk responded that the minutes are not a transcript, but the minutes are intended to record the actions, motions, and resolutions of the Town Board. The Chairman stated that the ditch issue on South Highline is closed as far as he is concerned. Motion by Bill Dittman and seconded by Frank Heller to approve the June minutes as presented. Motion carried.

Martenson & Eisele Contracts

The September 11, 2011, Martenson & Eisele (M&E) contract with the Town of Hartland for Planning and Zoning assistance had been exceeded substantially. M&E proposed a new open-ended contract for continued work. The Clerk asked M&E to resubmit with a fixed dollar amount, and they responded with a new \$5,000 contract. The Clerk met with Ken Jawarski and Scott Shara on June 25 to discuss the overruns and continued services. This proposal was brought to the Town Board, which wanted to separate the contract based on day to day zoning work directed by the Zoning Administrator and other work by M&E. There were also concerns that some charges were inappropriate as they related to

correcting M&E omissions and errors on the zoning map. The Town Board agreed to two separate contracts.

1. An amendment to the March 1, 2013, contract of \$1,040 used for day to day zoning work. Some items in the original contract were removed and will no longer be charged under the amended contract. Of the original \$1040, approximately half is unused. An additional \$1,000 credit was issued for future use by the Zoning Administrator.
2. A new contract based on time and materials, not to exceed \$2,500 in labor costs. Ken agreed to absorb charges that led to the errors and omissions on our maps. This should cover the three projects we have requested Ken to assist with, with about \$1000 left over: 1) We owe Ken for his preparation of an earlier DATCP letter. 2) Attendance at the May 22 Joint LC and PZ committee meeting. 3) Answer to the Keith Foye May 2, letter. This \$1160.60 is expected to be paid today when the \$2500 contract is approved.

Both Scott and Marlin are satisfied with the quality of work Ken has done for the Town. They are professional and well prepared for meetings.

Motion by Bill Dittman and seconded by Frank Heller to approve both the new contract (\$2500) for general services and the amended March 1, 2013, contract for the Zoning Administrators use, submitted by M&E. Motion carried.

DOT Letter

The Town received a public records request from the DOT, which appears to be related to recent inquiries from Jones Sign on a possible new location for a billboard. There is a federal law that prohibits rezoning only for the purpose of adding a billboard. Since the Town of Hartland recently completed its rezoning, it's the Town's responsibility to prove that the rezoning to Commercial wasn't solely for the purpose of permitting a billboard. Because the request is extensive, the Clerk will contact the DOT to determine if all the materials in the request are needed for their analysis.

Zoning Administrator Report

On July 9, 2013, at 6:00 the Hartland Planning Commission held a public hearing and approved an amendment to the Hartland Zoning map. The Chairman asked for a motion to amend the zoning ordinance map. Motion by Bill Dittman and seconded by Frank Heller that the Town of Hartland rezone parcels zoned incorrectly due to errors and omissions on the original zoning map approved by DATCP on December 26, 2012. Vote by roll call as follows:

Robert Woldt	Yes
Bill Dittman	Yes
Frank Heller	Yes

Motion carried.

Doc's Harley Davidson will be adding a building behind the Harley shop that would sit on the property line between two parcels, both of which are owned by Doc's. The property line needs to be moved to accommodate this, which can be done by completing a resurvey and filing with the county. The survey requires the signature of the Town Chairman. Bob signed the documents as requested.

Treasurer's Report

Previous month, June, Income	\$ 1,748.79
June, Expense	\$ 55,635.71
Checking Account balance on hand	\$ 2,986.64
Money Market	95,595.57
Road Fund	333,462.90
Michels Reclamation Fund	<u>31,503.79</u>

Total cash on hand

\$463,548.90

The checking and the money market accounts are still at Premier, but will be closed as of July and transferred to Bonduel State Bank. The Road Fund and the Michels Reclamation Fund have already been transferred to Bonduel State Bank. Motion by Frank Heller and seconded by Bill Dittman to accept the Treasurer's report. Motion carried.

Vouchers and Bills to be Paid

The Treasurer read the checks to be paid from 9013 to 9027. There is a check included for \$50 to Bonduel Community Archives. This is the amount that has been paid historically with the exception of 2012, when no payment was made. This should be included in the future as a budgetary item. These payments began when the Town was in the process of working on its archives. Motion by Frank Heller and seconded by Bill Dittman to approve the vouchers and bills to be paid. Motion carried.

Bonduel Archives

Frank made a motion that the Town renew its annual membership subscription to the Bonduel Community Archives for \$50.00. Second by Bob. Motion carried.

Clerk's Report

The Town received a phone call from the people doing the dump testing of the Shawano County Landfill in Angelica asking why the Town of Hartland is the recipient of their bills when most of payment comes from the Town of Maple Grove and Navarino. In the future the bill will be sent to Tim Reed, who is in charge of the Shawano County Solid Waste Management Board.

The letter to Keith Foye at DATCP has been approved and sent.

Regarding the previous question on dog taxes, Hartland's share to the Humane Society was \$471.23, of which three-fourths is sent back to Hartland. Residents of contributing towns are not charged for either dogs or cats at the Humane Society.

The Clerk also noted that he has received the following items which are available for Board review:

- Listing of in rem property detailing all properties in foreclosure in Shawano County
- County parks survey
- The Shawano County Farmland Preservation Plan, including Hartland's approved map

Fire Commission and EMS Report

Bill Berkahn responded to an earlier question regarding whether Hartland donations to EMS can be donated by EMS to Navarino's golf outing. Any such donations are those funded by private donations made to EMS. They've received benefits from working with Navarino such as a recent reprogramming of radios. They also make a donation to Bonduel's prom night party as a preventative service.

Bonduel EMS is awaiting State approval on a pilot program for using a 12-lead EKG, which would improve data transmission and response time.

There was no Fire Commission meeting in June because of no shows.

Zoning Administrator Report – Farmland Preservation Plan

A letter has been sent to Keith Foye, with copies to the Steering Committee and the joint Land Conservation Committee and Planning and Zoning Committee. The letter documents the Town's process and its position which is, "How can you have farmland preservation without the commitment of the farmers?" The Zoning Administrator believes that the Town should go on the record that it wants its map submitted with the County plan, and it would be satisfied with a five-year approval. The Clerk stated that by making an application, the Town is by definition asking to be included in the County plan.

The consensus was that the Town should wait for a response to its letter and allow the process to play out as scheduled.

Chairman's Report

The request for the Hillcrest permits has been sent in.

Bids will be published for road work on North Broadway.

Bob will get an estimate for pulverizing on Hillcrest from Northeast Asphalt.

Motion by Bill Dittman and seconded by Frank Heller to accept the Chairman's report. Motion carried.

New Business

There was no new business.

Public Comment (5 minute limit)

There were no public comments.

The next meeting will be August 13, 7:00 p.m.

Motion made by Bill Dittman and seconded by Frank Heller to adjourn. Motion carried.

Meeting adjourned at 8:45 p.m.