

**TOWN OF TROY
654 GLOVER ROAD**

REGULAR TOWN BOARD MEETING – December 13th, 2018.

Chairperson, Dan Pearson convened the regular Town Board meeting on Thursday, December 13th, 2018 at 7:00 p.m. Supervisors Suzanne Van Mele, Lowell Enerson Cliff Jennings and Jan Cuccia were present.

Staff present: Jill Berke and Rob Jones.

The following people signed the attendance sheet: David Simpson, Tom Jenkins, Wyatt Porter and Andrew Nelson. Others were present that did not sign the attendance sheet.

APPROVE MINUTES – The minutes from the November 8th Regular Town Board meeting, November 15th Special Town Board meeting and November 28th Special Town Board meeting were distributed to the board.

S. Van Mele moved to approve the minutes of the November 8th, 2018 Town Board meeting. Seconded by J. Cuccia. Motion carried.

J. Cuccia moved approval of the November 15th, 2018 Special Town Board meeting minutes. Seconded by C. Jennings. Motion carried.

S. Van Mele moved to approve the Special Town Board Meeting minutes of November 28th, 2018. Seconded by L. Enerson. Motion carried.

PUBLIC COMMENT – Wyatt Porter of 332 Soo Line Road, requested the opportunity to bid on Lawn Care and Snow Plowing services.

PARK BOARD REPORT – J. Berke provided the November Park Board report.

PLAN COMMISSION REPORT – J. Cuccia provided the December Plan Commission report.

PARK RANGER, HUMANE OFFICER & SHERIFF REPORTS – Copies of the Park Ranger, Sheriff's Department and Humane Officer reports were distributed and reviewed by the board.

ZONING ADMINISTRATOR REPORT – Rob Jones with Cedar Corporation provided a verbal report of November Zoning Activity.

DISCUSS AND CONSIDER TOWN BUSINESS OWNERS POLICY AND WORKERS COMPENSATION AND EMPLOYERS LIABILITY – Insurance representative Tom Jenkins reviewed the insurance policy for 2019.

J. Cuccia moved to ask Cliff to go with the Road Crew to go over the equipment and coverage and then get that updated, and moved our renewal with Rural Mutual for the 2019 Calendar Year. Seconded by L. Enerson. Motion carried.

CONDITIONAL USE PERMIT – YMCA OF THE GREATER TWIN CITIES-CAMP ST. CROIX, 345 RIVERVIEW DRIVE – The applicant is applying for an amendment to their Conditional Use Permit to host weddings and events at the recreational and educational retreat facility, named the RCU Discovery Center.

Jan Cuccia moved to amend the Conditional Use Permit for the YMCA of the Greater Twin Cities-Camp St. Croix RCU Discovery Center building at 345 Riverview Drive to allow weddings/events with the additional conditions of hours of operation from 8:00 a.m. to 11:00 p.m., not to seat an occupancy of more than 296 and limiting weddings/events up to 24 weddings/events per year. Additionally, all the findings of the original Conditional Use Permit apply. Seconded by S. Van Mele. Motion carried.

DISCUSS AND CONSIDER LEE COUNTY AID CULVERTS ON BJERSTEDT LANE – S. Van Mele moved to approve the Bridge Petition, Lee County Aid for Culverts, aid share being \$7,600, 50% for the petition year of 2019. Seconded by L. Enerson. Roll call vote taken: L. Enerson – Yes; S. Van Mele – Yes; D. Pearson – Yes, C. Jennings – Yes and J. Cuccia - Yes. Motion carried.

EMPLOYEE COMPENSATION REVIEW, RECOMMENDATIONS AND POSSIBLE ACTION – J. Cuccia moved to adopt the recommended 2019 employee compensation rates as submitted by Dan and Cliff with the modifications of striking the first bullet (Office Staff) as it's no longer applicable and amending the second bullet to add a temporary Clerk/Treasurers lead pay for our Deputy Clerk/Treasurer of \$25/hour in all hours worked in absence of having a permanent Clerk/Treasurer hired. Friendly amendment to include "if Jennifer Clark is willing to come back on a temporary basis to help out, she would be paid \$30/hour". Seconded by S. Van Mele. Motion carried.

DISCUSS AND CONSIDER ADJUSTMENT FOR PREVIOUS YEARS UNUSED LEVY, ALLOWABLE INCREASE OF \$1.00 – S. Van Mele moved to approve the allowable increase of \$1.00 of Section B on the 2018 Municipal Levy Limit Worksheet. Seconded by C. Jennings. Motion carried.

DISCUSS AND CONSIDER ADJUSTMENT FOR PRIOR YEARS UNUSED LEVY CARRYFORWARD, ALLOWABLE INCREASE OF \$202.00 – C. Jennings moved to approve the Adjustment of Prior Years Unused Levy Carryforward in the amount of \$202.00. Seconded by J. Cuccia. Motion carried.

DISCUSS AND CONSIDER SNOW PLOWING AGREEMENT, DENNIS O'MALLEY – C. Jennings moved to table approving this discussion until next meeting with the assumption that we will continue on with the current agreement until the approval of the recommended new snow plowing contract between whoever we have for applicants. Seconded by L. Enerson. Motion carried.

DISCUSS AND CONSIDER LAWN BARBERS LAWN CARE, LLC CONTRACT – L. Enerson made a motion to table to accept this bid for one month. Seconded by S. Van Mele. Discussion followed. Motion carried.

DISCUSS AND CONSIDER LETTER OF UNDERSTANDING FOR IMPOUND SERVICES 2019 BETWEEN THE ANIMAL HUMANE SOCIETY AND TOWN OF TROY – J. Cuccia moved that we approve the 2019 Letter of Understanding for Impound Housing Services with the Animal Humane Society, second by L. Enerson. Roll call vote taken: L. Enerson – Yes; S. Van Mele – Yes; D. Pearson – Yes, C. Jennings – Yes and J. Cuccia - Yes. Motion carried.

DISCUSS AND CONSIDER CITY OF HUDSON REQUEST TO PURCHASE/TRANSFER UP TO (1) RESERVE "CLASS B" INTOXICATING LIQUOR LICENSE, WIS STAT. 125.51(4)(e) – Cliff Jennings made a motion to entertain selling (1) of our reserve liquor licenses to the City of Hudson for \$30,000 with a 4-month time frame that the decision would need to be made. Seconded by S. Van Mele. Discussion followed. Motion carried. J. Cuccia voted against.

MOBILE HOME COURT LICENSES – J. Cuccia moved to approve the Mobile Home Court Licenses for Michael Hilbelink for Hilltop Partnership for the year 2019 and for Aaron Cudd for County Cove Court LLC. Seconded by C. Jennings. Motion carried.

APPROVE TOWN CALENDAR – J. Cuccia moved to adopt the Town Calendar as amended and to include changing the Town Board meetings to starting at 6:00pm and moving the November Budget Hearing and Special Town Electors meeting to begin at 5:00pm on November 14th with the Town Board to follow. Seconded by C. Jennings. Motion carried.

DISCUSS AND CONSIDER CONSENT AGENDA – J. Cuccia moved that a consent agenda may be presented by the Chair at the beginning of a meeting. Items may be removed from the consent agenda on the request of any one member. Items not removed may be adopted by general consent without debate. Removed items may be taken up either immediately after the consent agenda or placed later on the agenda at the discretion of the board. Seconded by L. Enerson. Motion carried.

DISCUSS AND CONSIDER WEBSITE UPDATE – L. Enerson moved to approve the services of Town Web Design for the 3-year contract for \$499.00. Seconded by J. Cuccia. Roll call vote taken: L. Enerson – Yes; S. Van Mele – Yes; D. Pearson – Yes, C. Jennings – Yes and J. Cuccia - Yes. Motion carried.

REPORT AND UPDATE ON FILLING THE TOWN CLERK/TREASURER OPEN POSITION – D. Pearson and C. Jennings provided an update on filling the Clerk/Treasurer position.

UTILITY PERMITS – The board reviewed the 2018 Utility Permit report.

BUILDING PERMITS –

<u>PERMIT #</u>	<u>APPLICANT</u>	<u>ADDRESS</u>	<u>PROJECT</u>
18-222	Josh Agrimson	400 Meadow Valley Bay	Alteration
18-226	Scott Mellendby	296 Croix Ridge Drive	New Home
18-227	Nathan Bauer	266 Walnut Hill Way	Alteration
18-228	Robert Herda	423 Glen Court	Storage Shed
18-229	Michael Ericsson	436 Brick Circle	Storage Shed
18-230	Michael Gilles	449 Sunrise Circle	Alteration
18-233	Creative Homes	485 Summit Ridge	New Home
18-234	David Wahrenbrock	214 Muirfield Trail	Alteration
18-235	Nicholas Kuehneman	52 East Woodridge Drive	Alteration
18-236	Kyle Johnson	709 Crest Curve	Alteration
18-237	Robert Tellander	294 St. Andrew's Drive	New Home
18-238	Luke Breitenbach	344 Ilwaco Road	Storage Shed
18-240	Jeff Janisch	500 Autumn Blaze Trail	Electric
18-241	Aaron Adams	408 Red Brick Road	HVAC

DRIVEWAY PERMITS –

<u>PERMIT #</u>	<u>APPLICANT</u>	<u>ADDRESS</u>
18-121	Scott Mellendby	296 Croix Ridge Drive
18-122	Creative Homes	485 Summit Ridge
18-123	Robert Tellander	294 St. Andrews Drive

CLERK/TREASURER REPORT – Copies of the bank account reconciliations, impact fee summary, legal and engineering, and 2018 budget to actual summary reports were distributed and reviewed by the board. J. Clark reported that the 2018 Tax Statements have been mailed and that the millrate for the Hudson School District is \$15.70/\$1,000 and millrate for the River Falls School District is \$14.52/\$1,000.

APPROVE BILLS – L. Enerson moved that the Town of Troy Town Board approve disbursements from Citizens State Bank Impact Fees from November 9th, 2018 – December 13th, 2018 in the amount of \$95,624.07. Seconded by J. Cuccia. Roll call vote taken: L. Enerson – Yes; S. Van Mele – Yes; D. Pearson – Yes, C. Jennings – Yes and J. Cuccia - Yes. Motion carried.

CORRESPONDENCE – Correspondence was reviewed by the board.

COMMITTEE REPORTS – L. Enerson provided an update on the park grant and building committee. He also reported that the Town will be hosting the January WTA meeting. S. Van Mele provided an EMS report and D. Pearson provided an update on Farmland Preservation.

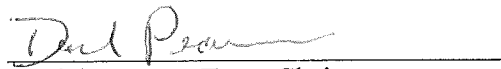
ADJOURN – J. Cuccia moved to adjourn. Seconded by L. Enerson. Motion carried.

The meeting adjourned at 10:19 p.m.

These minutes were taken at a meeting
of the Troy Town Board on the
13th day of December, 2018.



Jennifer Clark, Clerk/Treasurer



Daniel Pearson, Town Chairperson