

**TOWN OF TROY**  
**654 Glover Rd., Hudson, WI 54016**

**REGULAR TOWN BOARD MEETING** was held Thursday June 16, 2022 via Zoom and called to order by Chair Ray Knapp at 6:00 pm who led the Pledge of Allegiance.

Attendance: Chair Ray Knapp, Town Supervisors Suzanne Van Mele, Lowell Emerson, Jan Cuccia, and Doug Rowen. Staff: Robert Jones and Bob Colson- both with Cedar Corp., and Clerk/Treasurer Gail Anderson. Others in attendance: Matt Hieb (Auth Consulting Associates-ACA), Mark Sylla, Jill Berke, Gyneth Slygh, Rob Brown, Randy Stalker, and others unidentified.

**Resident Comment;** None

**Discussion and possible action on Consent Agenda Items;**

(A motion, second and majority roll call vote of the Board will approve minutes and applications/acknowledge reports of the following items listed. Any item may be pulled from the list and handled separately.)

- a. Approve Minutes from the May 19, 2022 Regular Town Board Meeting
- b. Acknowledge Reports:
  - Park Rangers
  - Animal Control Office
  - Sheriff's Department
  - Park Board
  - Plan Commission
  - Zoning Administrator
  - Building/Driveway Permits
- c. Approve Liquor Operator's License

<u>PERMIT #</u>	<u>APPLICANT</u>	<u>ADDRESS</u>	<u>PROJECT</u>
21-245	James Schmidt	301 Lindsay Road	Porch
22-113	Scott Jeffers	344 Lindsay Road	New Home
22-140	Creative Homes	718 Crest Curve	New Home
22-150	Oevering Homes	366 Moelter Lane	New Home
22-151	George Pearson	419 Lost Rock Lane	Electric-Generator
22-152	Mark Manninen Subcarrier	212 Plainview Drive	Solar
22-153	Communications	705 Tower Road	Alteration
22-154	Petta Building	377 Lily Court	New Home
22-155	Richard Brion	292 Brugler Court	New Home
22-156	Jason Bonk	346 County Road F	Deck
22-157	Paul St. Ores	579 Lundy Lane	Deck
22-158	Adam Carignan	565 Tower Road Empire Builder	Storage Shed
22-159	Joshua Gow	319 Drive	Storage Shed
22-161	Oevering Homes	371 Bella Court	New Home
22-162	Daniel Chapman	230 North Ilwaco Road	Storage Shed
22-163	Amanda Hoyt	382 Mann Valley Drive	Alteration
22-164	Oevering Homes	377 Bella Court	New Home
22-165	Oevering Homes	374 Lily Court Meadow Ridge	New Home
22-166	Paul Hohenwald	484 Lane	New Home
22-167	William Sikorski	216 Muirfield Trail	Alteration

22-168	Mahoney Family Trust	351	Townsville Road	Alteration
22-169	Matthew Ferguson	62	West Woodridge Drive	Alteration
22-170	Derrick Homes	377	Meadow Valley Trail	Addition
22-171	Brian Kuhl	437	Jordyn Lane	Storage Shed

**Driveway Permits:**

22-103	Scott Jeffers	344	Lindsay Road
22-112	Oevering Homes	366	Moelter Lane
22-113	Petta Building	377	Lily Court
22-114	Creative Homes	718	Crest Curve
22-116	Richard Brion	292	Brugler Court
22-117	Oevering Homes	371	Bella Court
22-118	Oevering Homes	374	Lily Court
22-119	Oevering Homes	377	Bella Court
			Meadow Ridge
22-120	Paul Hohenwald	484	Lane

The Town Board minutes of May 19<sup>th</sup> were asked to be pulled, as well as the Liquor Operator's Licenses.

Doug Rowen made a motion to acknowledge the Park Rangers, Animal Control, Sheriffs, Park Board, Plan Commission Minutes, Zoning Administrator, and Building & Driveway Permits. Jan Cuccia seconded it. Roll Call Vote: Lowell Enerson- Yes, Suzanne Van Mele- Yes, Doug Rowen- Yes, Jan Cuccia- Yes, and Ray Knapp- Yes. **All Ayes, Motion Carried.**

Jan Cuccia noted that there was missing motion information under Consent Agenda Items & BOA appointments. Clerk Anderson read it into the record, but it was decided to bring Minutes back to next meeting for approval with changes noted. Operator license information had incorrect date information.

Jan Cuccia made a motion to approve the Operators Licenses; Suzanne Van Mele seconded it, Roll Call Vote: Lowell Enerson- Yes, Suzanne Van Mele- Yes, Doug Rowen- Yes, Jan Cuccia- Yes, and Ray Knapp- Yes. **All Ayes, Motion Carried.**

**Discuss and consider Beer, Cigarette, & Liquor Licenses Applications: Troy Burne, Kilkarney, and Cracked Barrel Winery;** Discussion was held on timeline for these applications. Doug Rowen made a motion to approve the licenses for July 1, 2022- June 30, 2023 for Troy Burne, Kilkarney, and Cracked Barrel Winery, Suzanne Van Mele seconded it. Roll Call Vote: Lowell Enerson- Yes, Suzanne Van Mele- Yes, Doug Rowen- Yes. Jan Cuccia- Yes, and Ray Knapp- Yes. **All Ayes, Motion Carried.**

**Discuss and consider Temporary Class "B" License Applications; Smoke & Thunder, Carpenter Nature Center, and Threshing Bee;** Discussion was held on timeline for these applications. Suzanne Van Mele made a motion to approve the application for temporary Class B Retailers licenses for Carpenter Nature Center for June 29th or June 30th, July 8th and August 20<sup>th</sup>; River Falls- FFA Alumni Smoke & Thunder for July 16, 2022, and St. Croix Valley Collector's to be held August 21, 2022. Lowell Enerson seconded it, Roll Call Vote: Lowell Enerson- Yes, Suzanne Van Mele- Yes, Doug Rowen- Yes, Jan Cuccia- Yes, and Ray Knapp- Yes. **All Ayes, Motion Carried.**

**Discuss and consider Planned Unit Development (PUD)-General Plan for the Troy Commercial Park Condominium:**

Applicant: EW Homes.

Address: 526 Rolling Meadows Drive

Site PID #: Part of 040-1062-30-000; 040-1062-60-000

Request: To approve the General Plan for the Troy Commercial Park Condominium.

Jan Cuccia gave an introduction and Rob Jones (Cedar Corp.) followed with an overview with further details about the project. Matt Hieb (ACA) noted that the condo garages could be used for a variety of reasons, i.e. a personal workshop, storage for a car/boat or a business where customers would not come to the site. They cannot be used as a traditional storage unit.

Supervisor Van Mele asked questions about the fencing, catch basins, bathrooms, and heating. Matt Hieb noted that there are not floor drains in the units, so catch basins are not required. Fencing will be around the entire 8 rows of the condo garages the number of handicapped accessible bathrooms required is being clarified. In floor heating is provided as part of the initial buy in, but air conditioning is not. Either crops or native plants will be planted on the land not yet developed.

Jan Cuccia highlighted contingencies created at the Plan Commission meeting and would like to add a condition that" the Developer should work with the Town Staff to legally designate roadways with the Town's preferred road names." Cuccia made a motion to amend the Ordinance # 2022-01 to add this sentence under 1B (#j), Doug Rowen Seconded it. **All Ayes, Motion Carried.**

Jan Cuccia made a motion to adopt Ordinance # 2022-01, as amended, Ray Knapp seconded it. Roll Call Vote: Lowell Emerson- Yes, Suzanne Van Mele- Yes, Doug Rowen- Yes, Jan Cuccia- Yes, and Ray Knapp- Yes. **All Ayes, Motion Carried.**

#### **Discuss and consider Planned Unit Development (PUD)-Final Plan for Phase1- Troy Commercial Park Condominium:**

Applicant: EW Homes.

Address: 526 Rolling Meadows Drive

Site PID #: Part of 040-1062-30-000; 040-1062-60-000

Request: To approve the PUD final plan for Phase 1 of the Troy Commercial Park Condominium.

Cuccia introduced the application noting two Plan Commission changes (1) to add native plants and crops to be planted on undeveloped portions of the parcel and (2) to keep the naming consistent as Troy Commercial Park Condominium. Rob Jones discussed a text amendment to create this Overlay District. Discussion was held regarding a second separate letter of credit be created for the Storm Water System.

Ray Knapp made a motion that the Town Board finds that the Troy Commercial Park Phase 1 plan, submitted by E.W. Homes, Inc., is in conformance with the approved General Development Plan and thereby approves of the Final Development Plan with the following contingencies:

1. St. Croix County affirms the creation of the General Plan PUD overlay zoning district.
2. The Developer's Agreement is completed and provided to the Town Attorney.
3. The financial sureties for the identified improvements are in place.
4. It is clearly understood that the property in Phase 1 is incorporated as part of the PUD- General Plan for the Troy Commercial Park Condominium.

Jan Cuccia seconded it. Roll Call Vote: Lowell Enerson- Yes, Suzanne Van Mele- Yes, Doug Rowen- Yes, Jan Cuccia- Yes, and Ray Knapp- Yes. **All Ayes, Motion Carried.**

**Discuss and Consider transfer of ownership of Vistas of St. Croix First Addition and approval of Developer's agreement for Vistas of St. Croix First Addition between the Town and Oevering Homes Investments LLC;** Doug Rowen introduced the topic and Rob Jones (Cedar Corp.) gave an overview of the need for the revised agreement with the change of ownership from Ash Properties to Oevering Homes for Outlot 4 with 17 lots. Discussion was held about future action items to be brought forward at the next Town Board Meeting.

Jan Cuccia made a motion to approve the Developer's Agreement between the Town of Troy and Oevering Homes, as drafted by our attorney, to approve transfer of ownership for Outlot 4 of Vistas of St. Croix. Doug Rowen seconded it. Discussion was held. Roll Call Vote: Lowell Enerson- Yes, Suzanne Van Mele- Yes, Doug Rowen- Yes, Jan Cuccia- Yes, and Ray Knapp- Yes. **All Ayes, Motion Carried.**

**Discuss and consider Town Road Naming Process;** (Agenda item was moved up) Doug Rowen suggested that the road formerly called the North-South Road be named Troy Commerce Drive. Discussion followed. Ray Knapp made a motion to approve the road name of Troy Commerce Drive, Jan Cuccia seconded it. **All Ayes, Motion Carried.**

Naming of the Cul-de-Sac was discussed. Matt Hieb asked that the Developer have input into the naming of this road. It was suggested that a committee work with the Developer on this. Jan Cuccia and Doug Rowen volunteered to work as the sub-committee to pursue a unity theme.

Lowell Enerson made a motion to form a sub-committee of Jan and Doug to work with the developer on naming Road #2/B and the Cul-de-Sac, Suzanne Van Mele seconded it. **All Ayes, Motion Carried.**

**Discuss Omaha Trail Park Access;** A letter from Jake & Lucy Zeilinger was discussed regarding the Omaha Trail Park Access property lines. Ray Knapp made a motion to ask Cedar Corp. to identify lot lines relative to the Omaha Trail access into the Park. Lowell Enerson seconded it. **All Ayes, Motion Carried.**

**Discuss and consider Chinnock Lane Options;** Discussion was held regarding options for extending Chinnock Lane, possibly stopping collection of impact fees for this project, and to officially map the road extension, Ray Knapp made a motion that Ray will work with Rob Jones to look at making Chinnock Lane extension intersection alignment using best practices in our mapping and work to officially map the extension over to connect with Troy Commerce Drive. This will come back to the Board with a process which allows us to tie this legally to these properties. Doug Rowen seconded it. Roll call vote was requested: Roll Call Vote: Lowell Enerson- Yes, Suzanne Van Mele- Yes, Doug Rowen- Yes, Jan Cuccia- Yes, and Ray Knapp- Yes; **All Ayes Motion Carried.** [Cedar Corp. was excused from the meeting]

**Discuss and review Application Fee Schedule;** The application Fee Schedule was reviewed and discussed. Several changes were suggested, Suggested revisions will be drafted up and brought back next month for further discussion and review.

**Discuss Live Town Board Meeting Plan;** Discussion was held on having the next Town Board Meeting live (July 21). The County's Covid risk levels were discussed and if that week's level was high, we would remain a Zoom meeting, but if the level was low or medium, the meeting would be held live, with possibly a

hybrid option. Additional equipment may need to be purchased for better sound quality if a meeting was held hybrid.

**Discuss Conservation Easement Template; Ray shared thoughts about the format of conservation easements and discussion will follow at the next Town Board meeting.**

**Clerk/Treasurer Report;** An update was given on Badger Book (electronic poll book) training and upcoming vacation and Clerk Treasurer Institute Training schedule. The Profit & Loss Performance Report, Impact Fee Report, Comp & Vacation Time, Fire Calls, and Animal Control Invoices were presented.

**Approve Disbursements;** Lowell Enerson made a motion to approve the disbursements from Citizens State Bank for the Town of Troy from May 20, 2022 through June 16, 2022 in the amount of \$ 116,384.83. Suzanne Van Mele seconded it. Roll Call Vote: Lowell Enerson- Yes, Suzanne Van Mele- Yes, Doug Rowen- Yes, Jan Cuccia- Yes, and Ray Knapp- Yes. **All Ayes, Motion Carried.**

**Correspondence;** Correspondence was reviewed.

**Committee reports; (Roads, Recycling Center, Fire/EMS, Communications, ARPA)**

Enerson noted that the County started work on East & West Wood Ridge and Dry Run Road and work on N Ilwaco should begin the end of June. The Recycling Center is experiencing more metal revenue with the new vendor.

Rowen stated the new supervisor One Talk lines are active and are set up now with Caller ID. Work on the .Gov email is functional and instructions will be sent out regarding how to transition to that email. The .Gov website is not functional yet, but work is progressing.

Van Mele reported on a recent Rural Fire Meeting and that the road construction grant was submitted on June 3<sup>rd</sup> and we expect to hear back in July if approved.

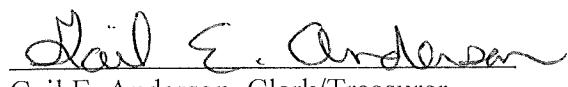
Knapp reported on the Town Administrator workshop meeting and that a job description will be created from the feedback provided

**Adjourn;** Lowell Enerson made a motion to adjourn, Jan Cuccia seconded it, **All Ayes, Motion Carried.** Meeting adjourned at 10:16 pm.

These minutes were taken  
at the June 16, 2022  
Town Board Meeting.



Ray Knapp, Town Chairperson



Gail E. Anderson, Clerk/Treasurer