

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

REGULAR TOWN BOARD MEETING was held in person on **Thursday, July 25th, 2024**. The meeting was called to order at **6:00pm** by Chairperson Rowen who led the Pledge of Allegiance.

Attendance: Town Chairperson – Doug Rowen, Town Supervisors - Jan Cuccia, Lowell Enerson, and Alicia Schneider (virtually). Staff: Kelly Neidermyer (Clerk/Treasurer), Ben Jansen (Administrator), and Rob Jones (Cedar Corporation). Residents present - Jill Berke and Mark Sylla. Town Supervisor Absent – Ray Knapp.

Resident Comment: Jill Berke, 246 Carlson Lane, asked if there was an ordinance for fireworks that includes a timeline for usage. Jill also stated that she noticed a man climbing the fence at the disposal center wearing a hat and gloves during non-business hours.

Discussion and possible action on Consent Agenda Items: Doug asked to pull the Plan Commission minutes. Lowell asked to pull the June 20th Town Board minutes and the animal control report.

Supervisor Cuccia moved to approve the June 10th, June 21st, and July 18th Special Town Board Meeting minutes and to acknowledge the Park Ranger, Sheriffs Department, Park Board, Zoning Administrator, and Building/Driveway Permit reports. Seconded by Supervisor Enerson. Roll Call – Alicia Schneider – yes, Jan Cuccia – yes, Doug Rowen – yes, Lowell Enerson – yes. Motion carried.

Supervisor Enerson asked to table the June 20th Town Board Meeting minutes due to a missing second on a motion. The animal control report was correct as presented.

Chairperson Rowen emphasized information from the Plan Commission minutes regarding the Comprehensive Plan update discussion.

Supervisor Cuccia moved to acknowledge the Animal Control and Plan Commission reports and to table the June 20th Town Board Meeting minutes. Seconded by Supervisor Enerson. All ayes, motion carried.

Discuss and consider Planned Unit Development application:

Applicant: Troy Condo Garages/EW Homes

Site Address: Valerie Avenue/Troy Commerce Drive

PID: 040-1062-30-003

Request: Final plan for condo garage final phases

Rob Jones, Cedar Corporation, gave a summary and history of the project.

Supervisor Cuccia moved the Town Board, upon reviewing the Plan Commission recommendation and after public hearing, finds that of the PUD-Final Development Plan for Troy Commercial Park Phase III Site Plan dated July 15, 2024, submitted by EW Homes, Inc is in conformance with the approved PUD-General Development Plan and recommends Town Board approve the plan with the following conditions:

1. All provisions of Ordinance NO. 2022-01 approving the PUD-General Development Plan remain in effect.
2. Any revisions modifying the total proposed hard surface area will require additional site plan approvals prior to building permit issuance.

3. The developer shall install the fire department requested lock box at all installed gates to allow access for emergency services and to provide the Town with the lock box code to be completed by December 31, 2024.
4. The Developer shall provide the Town with copies of all approvals and permits from other relevant agencies.
5. Any revisions required by the Division of Industry Services to the State approved building plans shall also require approval from the Town staff.
6. The Developer shall submit to the Town all Wisconsin DNR approvals of the site grading and water system design.
7. The Developer shall submit to the Town all St. Croix County private wastewater permits.

Seconded by Supervisor Enerson. Roll Call – Jan Cuccia – yes, Doug Rowen – yes, Lowell Enerson – yes, Alicia Schneider – abstain. Motion carried.

Discuss and consider Structure in Right-of-Way Violation – Jarrod Kuehn, 505 Cody Road:

Mr. Kuehn sent an email requesting to postpone the discussion until the August Board meeting.

Supervisor Cuccia moved to table to the August Town Board Meeting. Seconded by Supervisor Enerson. All ayes, motion carried.

Discuss and consider Road Improvements Budgeting Tool:

Supervisor Enerson moved to approve the Transportation Planning and Budgeting Tool Proposal as presented on the Cedar Memo dated July 23, 2024. Seconded by Chairperson Rowen. Roll Call – Jan Cuccia – yes, Doug Rowen – yes, Lowell Enerson – yes, Alicia Schneider – yes. Motion carried.

Chairperson Rowen moved to task a finance subcommittee to develop a road financing tool to evaluate potential sources of long-term funding for road projects consisting of the Doug Rowen (chairperson), administrator, clerk/treasurer, and Lowell Enerson (Roads supervisor). Seconded by Supervisor Cuccia. All ayes, motion carried.

Discuss and consider Comprehensive Plan Update: Rob offered a summary of the procedure. The Plan Commission will be working with Cedar Corporation for up to a year and costs of \$12,000 – \$15,000.

Chairperson Rowen moved to approve up to \$15,000 for Cedar Corporation to initiate a Comprehensive Plan Update maps and data as defined in the 4/25/2024 Cedar Corporation memo to be completed to guide the plan update by the Plan Commission and Town Board. Seconded by Supervisor Schneider. Roll Call – Jan Cuccia – yes, Doug Rowen – yes, Lowell Enerson – yes, Alicia Schneider – yes. Motion carried.

Rob Jones left the meeting.

Discuss and consider Town Hall Rental Policy: Doug offered a summary on the proposed change.

Chairperson Rowen moved to add “Commercial activities such as “pop up” markets, farmers’ markets, and other retail related activities are not permitted in Town facilities.” to the Town rental agreements and policy. Seconded by Supervisor Cuccia. All ayes, motion carried.

Discuss and consider Town Signage and Branding: Ben offered a summary of the project proposal. A Request for Proposals (RFP) will be posted on the website seeking proposals for the design, fabrication, and installation of new signage at the Town Hall, Public Works Department, and Town Disposal Center. The purpose of the project is to enhance visibility and improve the aesthetic appeal of these facilities.

“Welcome to the Town of Troy” signs will be installed at Town boundaries.

The Town of Troy Recycling Center was renamed to Town of Troy Disposal Center.

Discuss and consider St. Croix County Housing Study: Ben offered a summary regarding St. Croix Economic Development Corporation’s request for financial support to do a housing study. There was no interest from the Town.

Discuss and consider Updates to Town Appointments: Chairperson Rowen proposed updated appointments to align with Alicia Schneider being appointed to the Supervisor #1 position. Supervisor Cuccia moved to approve the suggested changes to the Town Board/Commission Appointments. Seconded by Supervisor Enerson. All ayes, motion carried.

Discuss and consider Clerk/Treasurer Position Update: Ben reported on the area wage and benefit compensation and new office hour proposal. A proposal from Public Administration Associates (PAA) was reviewed which included a timeline for a new hire and the costs involved. Supervisor Enerson moved to employ PAA for the service of hiring a full-time clerk/treasurer for the Town of Troy for \$12,000. Seconded by Chairperson Rowen. Roll Call – Jan Cuccia – yes, Doug Rowen – yes, Lowell Enerson – yes, Alicia Schneider – yes. Motion carried.

Administrator’s Report: The administrator’s report was reviewed.

Clerk/Treasurer Report: C/T Neidermyer gave a summary of the reports presented.

Approve Disbursements: Supervisor Enerson moved to approve the disbursements from June 21, 2024, to July 23, 2024, from Citizens State Bank in the amount of \$120,523.35. Seconded by Supervisor Cuccia. Roll Call – Alicia Schneider – yes, Jan Cuccia – yes, Doug Rowen – yes, Lowell Enerson – yes. Motion carried.

Correspondence: Correspondence was reviewed.

Committee Reports: Roads – Salt shack has a new apron. The parking lot at Glover Park has had some improvements and looks good. ARIP – Mann Valley Dr application was declined. Fire/EMS – discussions are continuing.

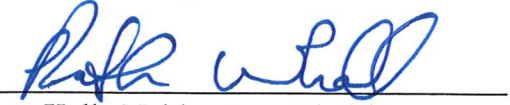
Adjourn: Supervisor Enerson moved to adjourn. Seconded by Supervisor Cuccia. All ayes, motion carried.

Meeting adjourned at 8:28pm.

These minutes were taken
at the July 25th, 2024,

Town Board Meeting.



Doug Rowen, Chair

~~Kelly Neidermyer, Clerk/Treasurer~~

Ruth Whall, Deputy Clerk/Treasurer