

**TOWN OF GREENVILLE
TOWN BOARD
MEETING MINUTES**

DATE: Monday, December 11, 2017

TIME: 6:00 pm

LOCATION: Greenville Town Hall, W6860 Parkview Drive, Greenville, WI 54942

Agenda

1. CALL TO ORDER

The meeting was called to order at 6:03 p.m.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL, VERIFY PUBLIC NOTICE & APPROVAL OF AGENDA

PRESENT: Jack Anderson, Dean Culbertson, Andy Peters, Mark Strobel, Mike Woods

Motion by Andy Peters, second by Dean Culbertson to approve the agenda. Motion carried 5-0.

4. PUBLIC COMMENT FORUM

Mark Evers – due to retirements, they are accepting applications for two First Responders.

Applications will be accepted until the end of January.

Motion by Jack Anderson, second by Mark Strobel to close the public comment forum. Motion carried 5-0.

5. CONSENT AGENDA

(Items on the Consent Agenda are routine in nature and require one motion to approve all items listed. Prior to voting on the Consent Agenda, items on the Consent Agenda may be removed at the request of any Supervisor and addressed immediately following the motion to approve the other items on the Consent Agenda.)

a. Approval of Meeting Minutes:

i. Town Board Meeting – Closed Session, November 8, 2017.

ii. Town Board Meeting, November 13, 2017.

iii. Town Board Meeting – Budget Public Hearing, November 16, 2017.

iv. Town Board Meeting – Closed Session, November 27, 2017.

v. Town Board Meeting, November 27, 2017.

b. Approval of December 2017 Town Vouchers.

c. Acceptance of Staff Reports:

i. Sheriff Department Liaison Officer

ii. Fire Department/First Responders

iii. Parks and Recreation/Urban Forestry

iv. Constable Report

v. Town Administrator

d. Acceptance of Committee Reports:

i. Park Commission

ii. Sports Complex Committee

iii. Facilities Committee

e. Appointment of 2018-2019 Election Inspectors.

f. Change of Agent: El Jaripeo Greenville, LLC, Oscar Sandoval, Agent, at W6482 Greenville Drive.

Motion by Jack Anderson, second by Andy Peters to approve the consent agenda. Motion carried 5-0.

6. ITEMS REMOVED FROM CONSENT AGENDA(as necessary)

7. NEW BUSINESS

a. Planning Commission Recommendations:

- i. Public Hearing to Consider/Discuss/Act on adoption of Ordinance No. 11-17 Prohibiting Off-Premises Signs - Repealing & Recreating §320-52 and §320-129 of the Town of Greenville Municipal Code.

Motion by Jack Anderson to table the item, second by Mark Strobel. Motion carried 5-0.

- ii. Consider/Discuss/Act on the request by petitioner Marty Nikodem for a Minor Change to a previously issued Special Exception Use Permit to allow the sale of 1-4 RV's on property zoned GC-General Commercial District located at N2036 Greenville Drive, Parcel 110027201.

Mark Strobel stated that our Special Exception Ordinance contains language that requires a site plan. He does not feel the submitted plan meets those requirements. Motion by Mark Strobel, second by Mike Woods to refer the item back to the Planning Commission until a formal site plan is presented. Motion carried 5-0.

b. Park Commission Recommendations:

- i. Consider/Discuss/Act on a Recommendation for Revisions to the Town's Facility Rental Policy.

Discussion was held regarding the need to further define the word "resident" in the policy and how it relates to local businesses and organizations. Motion by Jack Anderson, second by Dean Culbertson to approve the Revised Facility Rental Policy. Motion carried 5-0.

- ii. Consider/Discuss/Act on a Recommendation for Lions Park Quadrant 2 Site Plan Approval.

Motion by Dean Culbertson, second by Mike Woods to approve Lions Park Quadrant 2 Site Plan. Motion carried 5-0.

Town Administrator, Joel Gregozeski added that the Lions Club has put together a preliminary estimate of phase 1 site improvements. They are looking to finance the project via a bonding or Promissory Note process with a payback schedule through the Town; this has worked well with past park projects.

Todd Wunderlich, N153 Hickory Meadows Lane; reviewed what would be covered in the initial phase such as lighting infrastructure, site work for the parking lot, tennis and basketball courts and sand for the volleyball courts. This phase is expected to cost approximately \$370,000; the finance request will be for approximately \$200,000. To finish the park, another \$370,000 will be needed; a pavilion and skate park would be in addition to that.

c. Facility Committee Recommendation:

- i. Consider/Discuss/Act on a Recommendation of a Possible Referendum for the August 2018 Partisan Primary.

Motion by Jack Anderson, second by Dean Culbertson to table the item to obtain additional information from the Facility Committee regarding a communication strategy and a public education timeline. Motion carried 5-0.

- d. Discussion & Possible Action: Director of Public Works Position Description & Authorization to Proceed with Recruitment/Hiring of Position.
Motion by Dean Culbertson, second by Mark Strobel to proceed with recruitment/hiring of a Director of Public Works adding that they must obtain a CDL within a year of hire. Motion carried 5-0.
- e. Discussion & Possible Action: Engineering Technician Position Description & Authorization to Proceed with Recruitment/Hiring of Position.
Motion by Mark Strobel, second by Andy Peters to proceed with recruitment/hiring of an Engineering Technician. Motion carried 5-0.
- f. Discussion & Possible Action: Property & Liability Insurance Renewal with G2 Insurance Services, Inc.
Motion by Jack Anderson, second by Dean Culbertson to approve the renewal with G2 Insurance Services, Inc. Motion carried 5-0.

8. ANNOUNCEMENTS

Planning Commission – December 18th at 5:30 p.m.

The second Town Board, Sanitary District #2 and Park Commission meetings have been cancelled for this month.

9. ADJOURNMENT OF MEETING

Motion by Andy Peters, second by Mark Strobel to adjourn. Motion carried 5-0. Meeting adjourned at 6:53 p.m.

Approved:
Wendy Helgeson, Town Clerk