

**TOWN OF GREENVILLE  
TOWN BOARD  
MEETING MINUTES**

DATE: Monday, June 11, 2018

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 6:00 p.m.

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

**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 Mark Strobel, second by Dean Culbertson to approve the agenda. Motion carried 5-0.

**4. PRESENTATIONS & PUBLIC COMMENT FORUM**

a. Public Comment Forum:

Motion by Jack Anderson, second by Mark Strobel 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 Minutes, Closed Session, May 14, 2018
- ii. Town Board Meeting Minutes, May 14, 2018
- iii. Town Board Meeting Minutes, Closed Session, May 17, 2018
- iv. Town Board Meeting Minutes, May 21, 2018

b. Approval of June 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. Public Works
- vi. Community and Economic Development
- vii. Town Administrator

d. Acceptance of Committee Reports:

- i. Park Commission
- ii. Facilities Committee

e. Operator's Licenses

f. Liquor Licenses

- g. Temporary “Class B” Beer/Wine License Application, St. Mary of the Immaculate Conception Oktoberfest, John Leonardi, Person in Charge, September 14-16, 2018, Greenville Lions Park.
- h. Reappointment of Jim Beard and Jim Cotter (*alternate*) to the Board of Appeals for a 3-year term.
- i. Termination/Release of Temporary Cul-De-Sac Easement on Lot 88 of the Green Ridge Terrace Plat, Town of Greenville.
- j. Temporary Road Closure; Block Party – Quarry View Drive on June 23, 2018 from 2:00 p.m. to 10:00 p.m.
- k. Temporary Road Closure; Block Party – Orchid Way on July 21, 2018 from 12 p.m. to 8 p.m.

Motion by Dean Culbertson, 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. Consider/Discuss/Act on Resolution 13-18 Final Plat and Plans for Savannah Heights, Phase I, recommend approval.  
Mark Strobel was under the impression that there was to be a temporary access off of Hwy.76 for construction to prevent damage to existing subdivision roads. It has been seen that construction vehicles have been utilizing the existing roads, causing damage including pot holes. Public Works Director Brian Rickert has contacted the developer regarding the condition of the road since he has received a number of phone calls on the issue. Mark suggested that if they don't get the potholes fixed within the next week, the Town issue a stop work order. Motion by Mark Strobel, second by Andy Peters to approve the plans for improvements for Savannah Heights and table the final plat until the conditions of the preliminary plat and those previously stated in regards to construction access of Hwy. 76 have been met. Motion carried 5-0.
- b. Consider/Discuss/Act Resolution 12-18 Authorizing staff to submit for Outagamie County Zoning Committee approvals.  
Motion by Dean Culbertson, second by Andy Peters to approve Resolution 12-18 Authorizing staff to submit for Outagamie County Zoning Committee approvals. Motion carried 5-0.
- c. Discussion and Possible Action: Intergovernmental Agreement with Outagamie County Highway for reconstruction of CTH CA – College Avenue.  
Motion by Dean Culbertson, second by Jack Anderson to approve drafting an intergovernmental agreement with Outagamie County Highway Department to complete the reconstruction of CTH CA. Motion carried 4-1/Strobel.
- d. Discussion and Possible Action: Lin Property Stream Restoration, Bid Award to Radtke Contractors, Inc.  
Motion by Dean Culbertson, second by Mark Strobel to approve the award of contract for the Lin Property Stream Restoration Project to Radtke Contractors, Inc. for \$258,576.29. Motion carried 4-0/Abstain-Woods.

- e. Discussion and Possible Action: Approve the purchase of traffic warning signage from Sherwin Industries, Inc.  
The shipping costs for Sherwin Industries is unknown, therefore, Mark Strobel is suggesting we go with Lang Enterprises. Motion by Mark Strobel, second by Andy Peters to approve the purchase of traffic warning signage from Lang Enterprises. Motion carried 5-0.
- f. Discussion and Possible Action: Maintenance Services Agreement for Building Environmental Systems, One-Year Contract Extension with Bassett Mechanical.  
Motion by Andy Peters, second by Mark Strobel to approve the Maintenance Agreement for Building Environmental Systems with Bassett Mechanical for July 1, 2018 through June 30, 2019. Motion carried 5-0.
- g. Discussion and Possible Action: Recycling Collection Services for Mobile Home Park.  
The Town received notice from Outagamie County Recycling and Solid Waste, that they and Inland Services will no longer be manually collecting recyclables from the mobile home park. Options include the Town provide automated carts or provide a copy of the letter and require the property owner to hire a private contractor to collect recycling. Mark Strobel suggests we provide the mobile home park a copy of the letter that they need to accommodate their residents. Jack Anderson would like to see a central collection location in the park.
- h. Discussion and Possible Action: 2019 Fiscal Year Budget & 5-Year CIP Adoption Calendar.  
Motion by Mark Strobel, second by Jack Anderson to approve the 2019 Budget Calendar and Adoption Schedule. Motion carried 5-0.
- i. Discussion and Possible Action: Development Agreement for Savannah Heights Phase One.  
Joel asked to postpone action on this item since the developer is not present and on previous action on item 7ai. Motion by Jack Anderson, second by Andy Peters to table the item.  
Motion carried 5-0.

**8. CLOSED SESSION:**

- a. Pursuant to section 19.85(1)(e) of the Wisconsin State Statutes: Deliberating or negotiating the purchase of public property, investment of public funds, or conducting other specified public business when competitive or bargaining reasons require a closed session.

Motion by Dean Culbertson, second by Mark Strobel to go into closed session at 6:36 p.m. Roll call vote. Motion carried unanimously.

- i. Savannah Heights Development Agreement.
- ii. Refuse Collection Contact.

Reconvene to Open Session: Possible Town Board Action on Items Discussed in Closed Session.

Motion by Mark Strobel, second by Andy Peters to reconvene into open session. Roll call vote. Motion carried unanimously.

**9. ANNOUNCEMENTS**

Board of Appeals – June 13<sup>th</sup> at 4:00 p.m.

Facilities Committee – July 10<sup>th</sup> at 5:30 pm; Public Information Meeting regarding Fire Safety Building Referendum immediately following.  
Referendum, August 14<sup>th</sup> - Look for mailed communications and information in the newsletter.  
Park Commission – June 26<sup>th</sup> at 7:00 p.m. at Lions Park.

**10. ADJOURNMENT OF MEETING**

Motion by Mark Strobel, second by Dean Culbertson to adjourn. Motion carried 5-0. Meeting adjourned at 6:47 p.m.

Wendy Helgeson, Town Clerk  
Approved: