



**Town of Greenville, Outagamie County, WI
TOWN BOARD MEETING MINUTES**

DATE: Monday, December 17, 2018
TIME: Immediately Following the Planning Commission
LOCATION: Greenville Town Hall, W6860 Parkview Drive, Greenville, WI 54942

OPENING:

1. Call to Order/Roll Call

The meeting was called to order at 6:41 p.m.

PRESENT: Jack Anderson, Dean Culbertson, Mike Woods

EXCUSED: Andy Peters, Mark Strobel

2. Pledge of Allegiance

PRESENTATIONS & PUBLIC FORUM:

3. Public Hearings:

4. Presentations:

- a. Update on Incorporation Application & Process.
- b. Presentation on Town Strategic Plan.

Town Administrator Joel Gregozeski provided an update on the Incorporation status and an overview of the Town's Strategic Plan.

5. Public Comment Forum:

*Members of the public are welcome to address the Town Board. Individuals wishing to speak on an item (whether on the agenda or not) must sign in prior to the start of the meeting and may speak during the Public Comment Forum segment of the meeting. **This segment is placed early in the agenda so the public may make their comments prior to any discussion or action by the Town Board.** Individual comments are limited to no more than three minutes each. The Public Input section is limited to a total of 15 minutes. Once the public input segment ends there will be no additional discussion from the audience. The Town Board may suspend this rule if deemed necessary.*

Note regarding non-agenda Town related matters: Pursuant to WI Statutes 19.83(2) and 19.84(2), the public may present matters; however, they cannot be discussed or acted upon until specific notice of the subject matter of the proposed action can be given.

Motion by Jack Anderson, second by Dean Culbertson to close the public comment forum. Motion carried 3-0.

TOWN BOARD BUSINESS AGENDA:

Notice is hereby given that the Greenville Town Board may take action on any item listed within this agenda.

6. 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 considered immediately following the motion to approve the other items on the Consent Agenda.

- a. Approval of Meeting Minutes:
 - i. Town Board Closed Session Meeting Minutes, November 12, 2018
 - ii. Town Board Meeting Minutes, November 12, 2018
 - iii. Town Board Budget Session Meeting Minutes, November 15, 2018
 - iv. Town Board Special Town Meeting Minutes, November 15, 2018
 - v. Town Board Meeting Minutes, November 26, 2018
- b. Approval of December 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 Minutes
 - ii. Fire Commission Minutes
- e. Operator's Licenses Recommended for Approval
- f. Acceptance of Report on Quarry Compliance & Resource Extraction Inspections.
- g. Approval of ESRI Software License Renewal.
- h. Approval of Auto Aid Agreement between Town of Greenville & Hortonville-Hortonia Fire District.
- i. Approval of Purchase for Boss V-Plow.
- j. Approval of Purchase for new Public Works Pick-up Truck.
- k. Approval of Amended Service Agreement with Fox Valley Humane Association LTD. for Stray Dogs and Other Animal Services.
- l. Resolution 79-18 Amending the Town of Greenville Fees & Fines Schedule effective January 1, 2019.
- m. Ordinance 06-18 Records Retention Ordinance to Adopt the Wisconsin Municipal Records Schedule.
Motion by Jack Anderson, second by Mike Woods to approve the consent agenda with Items H and J removed. Motion carried 3-0.
Item H – Chief Lambie provided highlights of the Auto Aid Agreement with Hortonville-Hortonia. Motion by Jack Anderson, second by Dean Culbertson to approve the auto-aid agreement. Motion carried 3-0.
Item J – Motion by Mike Woods, second by Dean Culbertson to approve the purchase of the new Public Works pick-up truck. Motion carried 3-0

7. Plan Commission Recommendations and Development Projects for Discussion & Possible Action:

- a. Resolution #49-18 Developer's Agreement for Jennerjohn Field of Dreams.
This item is postponed until January.
- b. Resolution #66-18 Developer's Agreement for Crestview South.
Motion by Dean Culbertson, second by Mike Woods to approve Resolution #66-18. Motion carried 3-0.

- c. Resolution #78-18 Site Plan and Special Exception for an Automotive Use at W6131 Schroth Lane, parcel 110089005.
Motion by Dean Culbertson, second by Jack Anderson to amend Resolution #78-18 reducing the number of cars allowed on lot outside from 15 to 10. Motion carried 3-0.
Motion by Dean Culbertson, second by Jack Anderson to approve Resolution #78-18 as amended. Motion carried 3-0.

8. Unfinished Business for Discussion & Possible Action:

9. New Business for Discussion & Possible Action:

- a. Sports Complex Master Plan.
Motion by Jack Anderson, second by Mike Woods to approve the preliminary concept of the Sports Complex Master Plan. Motion carried 3-0.
- b. Schematic Design for Fire & Safety Building Project.
Motion by Dean Culbertson, second by Jack Anderson to approve the draft schematic design for the Greenville Fire & Safety Building and authorize the completion of plans and specifications prior to bidding construction. Motion carried 3-0.
- c. Property & Liability Insurance Renewal with G2 Insurance Services, Inc.
Motion by Dean Culbertson, second by Jack Anderson to approve renewal of Town Property, General Liability, Inland Marine Auto and Worker's Compensation for 2019 in the amount of \$141,209 as presented. Motion carried 3-0.
- d. Letter of Authorization with Town Engineer to Design & Bid Design Drive Pavement Reconditioning project in 2019.
Motion by Jack Anderson, second by Mike Woods to approve the Letter of Authorization to Design and Bid for the reconditioning of Design Drive from Tower View Drive to Technical Drive. Motion carried 3-0.
- e. Authorization to Replace Jib Crane for Public Works Shop.
Motion by Jack Anderson, second by Dean Culbertson to delay installation of the exhaust fan within the Public Works Shop in 2019 and to acquire quotes for the replacement of the Public Works Jib Crane. Motion carried 3-0.
- f. Project Scope for Spring Road Reclamation Manley Road to North Road.
Motion by Jack Anderson, second by Mike Woods to delay half of the Towering Pines Regional Pond Prairie Plantings to 2020 allowing for \$20,000 in funds to be re-allocated to allow for the dredging of Spring Road in 2019. Motion carried 3-0.
- g. Letter of Authorization with McMahon to Design and Bid CTH CB Bike Trail and Design Drive Extension Intersection Improvements.
Motion by Mike Woods, second by Dean Culbertson to agreement for services with McMahon for the CTH CB Trail Extension Project and Design Drive Intersection as presented. Motion carried 3-0.

CLOSING:

10. Announcements & Future Meeting Dates

Incorporation Oversight Committee, January 7th at 5:00 p.m.

Facility Committee, January 23rd

Planning Commission/Town Board, January 28th beginning at 5:30 p.m.

Town Board/Sanitary District(s), January 14th beginning at 6:00 p.m.

Town Offices will be closed December 24-25, December 31st at noon and January 1st.

Tax payments may be made at BMO Harris in Hortonville and Capital Credit Union in Greenville

11. Adjournment

Motion by Jack Anderson, second by Dean Culbertson to adjourn. Motion carried 3-0. Meeting adjourned at 8:06 p.m.

Wendy Helgeson, Town Clerk

Approved: