

**TOWN OF MOSEL  
TOWN BOARD MONTHLY MEETING**

**February 17, 2016**

**MINUTES**

- I. Call To Order and Verification of Meeting Duly Noticed.** Town Chair Dirk Zylman called the meeting to order at 6:30 p.m. at the Mosel Town Hall, W982 County Road FF, Sheboygan. Other Town officials present were Supervisor Dave Wagner, Supervisor Aaron Anger, Constable Mike Langland and Clerk/Treasurer Sue Born. Clerk/Treasurer Born confirmed the meeting was properly noticed on February 16, 2016 at the Town Hall at 2:00 pm, the Transfer Station at 2:10 pm, and Joe's Hometown Auto at 4:00 pm.
- II. Public Input: Discussion only – any topic.** None
- III. Approve/Accept Minutes from January 20, 2016 Town Board Meeting.** Motion Wagner/Anger to accept minutes from January 20, 2016 Town Board Meeting: Carried 3-0.
- IV. General Administration.**
- A. Discussion Possible Action on Issuing a Building Permit for 696 Orchard Beach Drive.** Motion Wagner/Anger to approve the building permit for 696 Orchard Beach Drive: Motion Carried 3-0.
  - B. Establish Timeline and Set a Date for Mosel Ordinance Review.** A date was set for March 9<sup>th</sup> 2016 at 6:30 p.m. to review the town's ordinances.
  - C. Discussion and Possible Action on Proposed Mosel's Sex Offender Ordinance.** Motion Anger/Wagner to approve Ordinance 2016-1. An Ordinance Creating Section 5.12 Of The Town Of Mosel Municipal Code Establishing Sexual Offender Residency Restrictions: Motion Carried 3-0.
  - D. Discuss and Possible Action on Farmland Preservation.** Chair Zylman reported UW Extension Representative Kevin Struck was going to be sending the towns forms into DATCAP.
  - E. Discussion and Final Action on 2016 Board Priorities/Activities.** Motion Anger/Wagner to approve the 2016 Board Priorities/Activities as distributed at the January meeting; Motion Carried 3-0.
- 2016 Priorities/Activities**
- 1. Develop written 5 year plan for Town of Mosel road repair/Maintenance.
  - 2. In collaboration with the Haven Fire Department leadership, develop a long term strategic vision for Town of Mosel fire protection.
  - 3. Receive state approval on Farmland Preservation Zone revisions.
  - 4. Complete updating of Town of Mosel ordinance code.
  - 5. Begin preparation for 10 year Comprehensive Plan review.
  - 6. Work to accomplish smooth transition to new Mosel elected leadership.
- F. Discussion and Possible Action on Meeting with Haven Fire Department Leadership Team.** Born will contact Haven Fire Department to set a date for the future meeting.
  - G. Discussion and Set Date for Open Book and Board of Review.** Born will contact Associated Appraisal to finalize dates.
- V. Personnel.**
- A. Recommend and Possible Action on Appointing Anne Woepse as Plan Commission Board Member for a 2 Year Term Beginning 1/1/2016 and Ending 12/31/2017.** Motion Zylman/Wagner to appoint Anne Woepse to the Plan Commission Board for a 2 year term beginning 1/1/2016 and ending 12/31/2017; Motion Carried 3-0.

**VI. Public Works, Public Safety and Enforcement.**

- A. **Update on Lakeshore Road Open Issues.** Chair Zylman reported all signs are up.
- B. **Constable's Report and Log Review.** Constable Langland reported he thought there was a resident that needed to remove a sign. He also attended the Constable meeting.  
**The Constable's log was signed.**

**VII. Correspondence/Communications/Contacts.**

- A. **Chair Contacts.** A copy of Chair Zylman's contact information is filed in the Clerk-Treasurer's office.
- B. **Clerk-Treasurer's Report.** Born reported tax collection is going real well. She also reported she was very sick last week and closed Thursday. With the help from the County the tax settlement got done.
- C. **Town of Sheboygan Letter Regarding Playbird Road.** Zylman reviewed the letter with the board and it was decided he would respond to the Town of Sheboygan.
- D. **Wisconsin Asphalt Pavement Association Seminar.** Zylman reviewed the letter to the board. Supervisor Anger is interested in attending the seminar.
- E. **Discuss Ideas for Spring 2016 Newsletter.** Chair Zylman reviewed the articles for the newsletter. Born will start formatting it and put it on the cloud for the board to review.
- F. **Others.**

**VIII. Financials:**

- A. **Discussing and Action to Transfer 2015 Surplus to Restricted Accounts.** Motion Anger/Wagner to transfer 2015 surplus to the restricted accounts: Motion Carried 3-0.  
\$3000.00 to Account #5 Radio Fire Pagers,  
\$1840.65 to Account #08 Legal Reserves  
\$8000.00 to Account #09 Revaluation Reserves
- B. **Update on Sending Past Due Invoices to Collection Agency.** Clerk/Treasurer Born reported she sent the collection agency the paper work and they will start the process.
- C. **Review Financial Reports.** The financial reports were reviewed and filed in the Clerk-Treasurer's office.
- D. **Review and Approve Voucher List.** Motion Anger/Wagner to approve payment of all items on the voucher list; a total of \$21,116.47; Carried 3-0.
- E. **Building Permit, Conditional Use, Rezoning, and Variance Applications Report.** The value of building permits issued January 1-31, 2015 was \$115,000.00. Total fees collected were \$250.00 The year-to-date total value is \$115,000.00 and total fees collected are \$250.00. There was one Razing permit issued, no Driveway/Culvert Permits issued, no new rezoning applications requested, no new Conditional Use/Special Land Use applications were distributed. There were no new Variance Applications distributed.

**IX. Review Upcoming Calendar of Events.**

- A. Bay Lakes Regional Planning Commission Meeting February 25, 2016 1:00 P.M.
- B. Wisconsin Asphalt Pavement Association Seminar March 9, 2016 1:00-4:00 P.M.
- C. Special Town Board Meeting March 9, 2016 6:30 P.M.
- D. Town Board Meeting March 16, 2016 6:30 P.M.
- E. **Others.**

**X. Future Agenda Items: Discussion Only. Discussion to have the County Highway Department come to a future board meeting.**

**XI. Adjourn.** Motion Anger/Wagner to adjourn; Motion carried 3-0. Meeting adjourned at 7:55 P.M.

ATTEST:

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Sue Born, Clerk-Treasurer

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Dirk Zylman, Chair

Approved on