

**TOWN OF MOSEL
TOWN BOARD MONTHLY MEETING**

January 20, 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. Others present were Attorney Dave Gass and Erika Lusthoff, town residents Mike Scharl and Jay Christopher. Clerk/Treasurer Born confirmed the meeting was properly noticed on January 15, 2016 at the Town Hall at 9:55 am, the Transfer Station at 10:00 am, and Joe's Hometown Auto at 10:10 am.
- II. Public Input: Discussion only – any topic.** None
- III. Approve/Accept Minutes from December 16, 2015 Town Board Meeting.** Motion Anger/Wagner to accept minutes from December 16, 2015 Town Board Meeting, Carried 3-0.
- IV. General Administration.**
- A. Discussion Possible Action on Issuing a Building Permit for 696 Orchard Beach Drive.** Attorney Gass explained what the 696 Orchard Beach property was going to be used for. The town board looked over the plans. Attorney Gass will contact the town's attorney to finalize the agreement which will be attached to the properties deed. Motion Anger/Wagner to approve the building plans for 696 Orchard Beach Drive contingent on the town's attorney approving the agreement and the town receiving all the county's permits; Motion Carried 3-0.
 - B. Discuss Possible Zoning Alternatives for Shoreline Property Between Orchard Beach Drive and Garton Road.** Tabled.
 - C. Discuss and Possible Approval of Richco Building Permit.** Motion Wagner/Anger to approve Richoc's building permit; Motion Carried 3-0.
 - D. Discuss and Possible Action on Status of Mosel Ordinance Review.** Zylman reported he and Clerk/Treasurer Born will review all the material to see where the process was left at and will report next month. Discussion on the steps to finish will be decided then.
 - E. Discuss and possible Action on Strengthening Mosel's Sex Offender Ordinance.** Chair Zylman reported he talked with Attorney Dirske and got suggestions on the ordinance. The attorney will be sending information to Born.
 - F. Discussion and Possible Action on the Farmland Preservation.** Zylman expressed some concern on a parcel. It was decided to proceed with the current zoning changes.
 - G. Discuss Town Management and Administrative Responsibilities for 2016.** The Board discussed the possible need for additional meetings in 2016 to address open issues and work on 2016 board priorities.
 - H. Discuss 2016 Board Priorities/Activities.** Zylman reviewed a draft of Priorities/Activities for 2016. The board will take final action at the February Board meeting.
- V. Personnel.**
- A. Appoint 2 Board of Appeals Alternate Board Members for 3 Year Terms Beginning 1/1/2016 and Ending 12/31/2018.** Motion Wagner/Anger to appoint Cathy Kanouse as 1st Alternate and Lois Demmin as 2nd Alternate of the Board of Appeals Board for a 3 year term Beginning 1/1/2016 and ending 12/31/2018; Motion Carried 3-0.

VI. Public Works, Public Safety and Enforcement.

A. Update on Lakeshore Road Open Issues. Zylman reported more signs have been put up and he will drive through the town to see what signs are still needed and call the county.

B. Constable's Report and Log Review. Constable Langland reported he picked up a bag of trash. He also attended the Town 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 got her jury duty schedule changed to the month of March. She received a letter from an inmate from the Oshkosh Correction Facility on the town's ordinance on sex offenders.

C. Others. Chair Zylman provided a brief update on the quarterly WTA Sheboygan County Unit meeting he attended.

VIII. Financials:

A. Discussing and Possible Action on Yearend Budget Adjustments. Born reported there was only one small invoice that had to be paid prior to years end.

B. Discuss and Approval of 2016 Mileage Reimbursement Rate. Motion Anger/Wagner to approve the 2016 mileage reimbursement rate of \$0.54; Motion Carried 3-0.

C. Update on Sending Past Due Invoices to Collection Agency. Clerk/Treasurer Born reported she called the collection agency and they are sending out paper work to get the collection process started.

D. Review Financial Reports. The financial reports were reviewed and filed in the Clerk-Treasurer's office.

E. Review and Approve Voucher List. Motion Anger/Wagner to approve payment of all items on the voucher list; a total of \$753,316.79; Carried 3-0.

F. Building Permit, Conditional Use, Rezoning, and Variance Applications Report. The value of building permits issued December 1-31, 2015 was \$8,000.00. Total fees collected were \$46.00 The year-to-date total value is \$1,429,427.87 and total fees collected are \$4,641.50. 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. Plan Commission Meeting February 3, 2016 6:30 P.M.

B. Bay Lakes Regional Planning Commission Meeting February 25, 2016 1:00 P.M.

C. Town Board Meeting February 17, 2016 6:30 P.M.

D. Others.

X. Future Agenda Items: Discussion Only.

XI. Adjourn. Motion Wagner/Anger to adjourn; Motion carried 3-0. Meeting adjourned at 8:30 p.m.

ATTEST:

Sue Born, Clerk-Treasurer

Dirk Zylman, Chair

Approved on _____