

June 1<sup>st</sup>, 2020

X-Present 0-Absent

Monthly Town Board Meeting

7:30 PM Glenmore Community Center

Loppnow X      Nowak X      Klika X      Kozlovsky X  
DeMerritt X      Ossmann X      Guns X      Schauer X  
Attorney Gagan 0      Schaefer X      Residents/Guests

TOWN OF GLENMORE---MONTHLY TOWN BOARD MEETING

MONDAY, JUNE 1<sup>ST</sup>, 2020, 7:30 PM

GLENMORE COMMUNITY CENTER 5718 DICKINSON ROAD, DE PERE, WI 54115

**AGENDA: All agenda items, except for Resident Input, are intended for discussion/ consideration and possible action, unless noted.**

1. Call to Order **by Chairman Rick Loppnow.**
2. Notice to all that Video Recording is taking Place **by Loppnow.**
3. Pledge of Allegiance **by all.**
4. Welcome **by Loppnow.**
5. Certify Wisconsin Open Meeting Law **by Clerk Cindy Ossmann.**
6. Plan Commission Chair Report **Ann Schaefer reported that no meeting last month, but they will be meeting this month with a full agenda.**
7. Zoning Administrator Report **Schauer reported that there were 6 Land Use Applications, We will be reviewing 3321 Cooperstown Road in regards to a building that has been moved into the Town at this address.**
  - a. Driveway Permits
    - i. Catherine Gossen, 5737 Ridgeview Road, De Pere, GL-332 **Motion by Loppnow to approve the driveway permit for GL-332, 2<sup>nd</sup> by Nowak. M/C by unanimous voice vote.**
    - ii. Cheryl Diring, 4001 Langes Corners Road, De Pere, GL-182-1 **Per Ron, they will be doing some modifications to improve water movement. Motion by Klika to approve the driveway permit on GL-182-1, 2<sup>nd</sup> by Nowak. M/C by unanimous voice vote.**
    - iii. Todd Tilkens 6212 Highview Road, GL 465-1 **Motion by Nowak to approve the driveway permit on GL-465-1, 2<sup>nd</sup> by Loppnow. M/C by unanimous voice vote.**
8. Class II Tower/Antenna application for Crown Castle USA Inc at 3281 Shirley Road, De Pere, WI 54115, GL-342-3 **The Town has not received an updated Bond for this application. Schenk inquired if this was also a building permit or if there was an additional building permit that is required. The Board discussed doing a conditional approval. Motion by Nowak to table this item until the July meeting, waiting for receipt of the bond, 2<sup>nd</sup> by Klika. M/C by unanimous voice vote.**
9. Review Conditional Use Permits for Joseph and Jennifer Delcorp to run a Child Day Care Center on GL-101-4 in the Town of Glenmore **Motion by Loppnow to revoke the CUP on GL101-4 due to not following the conditions of the CUP, 2<sup>nd</sup> by Nowak. M/C by unanimous voice vote.**
10. Building Inspector report **Nothing presented.**
  - a. Non-compliant issues
11. Constable's Report **Joe reported that there is no looting going on in Shirley.**
12. Assessor's Report **Board of Review is completed and files have been submitted to the state. No residents attended the Board of Review.**
13. Treasurer's **Received Recycling Grant Check for \$1731.12 today.**
  - a. Tax Collection Contract with Brown County **Tax Collection will be done by the County again this year at no cost to the Town and they will take care of any delinquent tax bills. Motion by Loppnow to approve the Tax Collection Contract with Brown County, 2<sup>nd</sup> by Nowak. M/C by unanimous voice vote.**
14. Community Center issues **There is a tree that needs to be removed. Roger Craanen will be coming out to review the landscaping in the front area.**
  - a. Community Center Rental **Rentals are good to start back up.**
15. Town Clean-Up Day Updates **Looking at September 12<sup>th</sup>. Still waiting on confirmation from the E-cycle company to confirm this day. Then we will be ready to publish the day.**

16. Various road, sign, culvert, ditch and bridge issues **Received a notification that bridges must be inspected this year on Pine Grove and Big Apple. County is requiring us to provide the name of a certified engineer. Motion by Nowak to go with Cedar Corp to do the inspections on our bridges, 2<sup>nd</sup> by Klika. M/C by unanimous voice vote. If the price is too high, Loppnow is to bring it back to the board in July. This week Scott Construction should be here to start working on roads.**
  - a. Discuss plan for Creekview Road for July agenda **From X to Yvonne Baumann's residence lowering from 45 to 35. May also need to add additional signage for no trucks on this road. We will place this on the July agenda.**
  - b. **Mike Boehm talked to Ron Nowak in regards to Crystal Lane. Carter was supposed to put a load of gravel in the road in the past month or two. Mike Boehm also inquired about discontinuing a road to the landowner and it costs about \$3000. Typically the landowner would need to pay this cost. Boehm would need to review with the Fire Department in regards to the requirements of the driveway for building a house.**
17. Liquor License Application from the Farmstead Bar, 5904 Dickinson Road **Fees are paid and applications are in order. Motion by Klika to accept the Liquor License application for Farmstead Bar, 2<sup>nd</sup> by Nowak. M/C by unanimous voice vote.**
18. Cigarette & Tobacco Retail License Application from the Farmstead Bar, 5904 Dickinson Road **Motion by Nowak to approve the Cigarette and Tobacco Retail License, 2<sup>nd</sup> by Loppnow. M/C by unanimous voice vote.**
19. Operator's License Applications **No action taken.**
20. Minutes:
  - a. May 4<sup>th</sup>, 2020 Zoning Public Hearing
  - b. May 4<sup>th</sup>, 2020 Monthly Town Board Meeting
  - c. May 11<sup>th</sup>, 2020 Board of Review**Motion by Nowak to approve the May 4<sup>th</sup>, 2020 Zoning Public Hearing and Monthly Town Board Meeting and the May 11<sup>th</sup> Board of Review minutes, 2<sup>nd</sup> by Loppnow. M/C by unanimous voice vote.**
21. Budget / Current Bills **Motion by Loppnow to approve the bills as presented, 2<sup>nd</sup> by Klika. M/C by unanimous voice vote.**
22. Clerk's Correspondence **Review the process for complaints to Shirley Wind. Baugnets tried making a complaint and the answering service had no clue how to accept the complaint.**
23. Chair's Correspondence **Roundabout is going in on Scray Hill Road, with sidewalks. The Town of Glenmore will not be paying for anything that we are not putting in place.**
24. Resident Input **Norb VanDeHei questioned about the guard rail on Zion Road that was discussed at a previous meeting. We will be reviewing those guard rails and checking into.**
25. Adjournment **Motion by Nowak to adjourn, 2<sup>nd</sup> by Klika. M/C by unanimous voice vote. 8:26 PM.**

**Upcoming Board Meeting: July 6<sup>th</sup>**

**Upcoming Elections: August 11<sup>th</sup> & November 3<sup>rd</sup>**

Any person wishing to attend who, because of disability, requires special accommodations should contact the Town Clerk (920-864-3420) at least 24 hours in advance of the meeting so arrangements can be made.

Members of other Town committees, who are not members of the body whose meeting agenda is above noticed, are entitled, as any other citizen of the Town of Glenmore, to attend this meeting in an unofficial capacity. It is possible the attendance of one or more non-members may create a quorum of the membership of another body. Such a quorum is unintended and the non-members are not meeting for the purpose of exercising the powers or duties attendant upon their membership on any Town committee or board.

**Respectfully Submitted,**

**Cindy Ossmann, Clerk**