

**2016 Annual Meeting Minutes**  
**Tuesday, April 19, 2016 at the Rockland Town Hall**  
**Called to order at 7:30 p.m.**  
**Adjourned at 9:44 p.m.**

The Clerk, Treasurer and all Board members were present together with 28 electors, Joe Daul & Chris Busse, Greenleaf Volunteer Fire Department; David Krutz, Sr., Greenleaf Wayside Bank; and Tom Collins, Wrightstown Spirit. Chairman Cashman verified with Clerk Charette that the meeting was properly noticed; the agenda was presented by Chairman Cashman after the pledge of allegiance was recited.

**Prior Minute Approvals**

Clerk Charette provided copies of the minutes from the April 21, 2015, Annual Town Meeting.

Chairman Cashman recommended that the size of the culverts on page 4 under Bridge Petition be revised to read "36 inches" rather than "36 feet."

M/M by Dave Stubenvoll, 2563 CTH ZZ, to approve the minutes with one correction; seconded by Rick Van Vonderen, 2645 Bildings Road. Motion carried by voice vote.

Clerk Charette provided a copy of the minutes from the November 16, 2015, Special Elector Meeting.

M/M by Randy Hansen, 5314 Goldust Court, to approve the minutes as presented; seconded by Steve Gander, 5584 CTH W. Motion carried by voice vote.

**Set Date for 2017 Annual Meeting**

M/M by Karen Cashman, 2563 CTH ZZ, to hold the 2017 Annual Meeting on Tuesday, April 18, 2017, at 7:00 p.m.; seconded by Glen Schwalbach, 1090 Moonriver Drive. Motion carried by voice vote.

**Fire Departments Report**

Chairman Cashman explained that residences and businesses east of Highway PP are serviced by the Morrison Volunteer Fire Department. Residences and businesses west of Highway PP are serviced by the Greenleaf Volunteer Fire Department. Joe Daul is the Chief for the Greenleaf Volunteer Fire Department. Bill Lasee is Chief for the Morrison Volunteer Fire Department. Both departments are staffed by volunteer firefighters.

Chief Daul explained that the fire departments is certified by the State of Wisconsin every three years. The department recently added a new piece of equipment which will affect the department's ISO rating. Daul clarified it will take a few years before this rating change occurs and the change will be determined based upon where you live.

A burning permit is not required in the Town of Rockland. Chief Daul explained that the proper protocol is to: 1) speak with the local fire department in advance of the burn; and 2) have a cell phone available should the department need to contact you.

In 2015, the Greenleaf Volunteer Fire Department purchased 17 SCBA's (self-contained breathing apparatus) or air packs. The department is required to upgrade their equipment every ten years whether it is used or not.

Supervisor Lasee asked whether the ISO rating for Greenleaf is changing. Daul stated it is something that will change in the future after the state and the fire department complete their testing.

Chief Daul read out loud a press release, dated April 20, 2016, regarding false and malfunctioning alarm systems.

Randy Hansen, 5314 Goldust Court, asked whether the fire trucks have GPS in them. Daul stated that most fire departments do not have GPS units in their trucks. It is not economical and currently requires the GPS system to be updated annually. The cost to have GPS devices in each truck is \$9,000 or \$54,000 overall per year. Chris Busse, President, Greenleaf Fire Department, stated that the new smart phones have the ability to enter a location and a google map will come up. But not all first responders have smart phones.

Bob Gerbers, 2625 Bildings Road asked whether the Morrison Volunteer Fire Department is going to follow the same procedure and remove this paragraph from the fire protection services agreement. Daul could not speak on behalf of the Morrison Fire Department.

The Morrison Volunteer Fire Department's fundraiser is in two weeks. The Greenleaf Volunteer Fire Department's fundraiser is the third Sunday in July. Tickets will be available at various locations throughout the Town and from the volunteer firefighters. Chairman Cashman thanked the fire departments for their service to the Town.

### **Approval of 2015 Annual Report**

Chairman Cashman presented the Annual Report going over receipts and disbursements page by page.

Cashman broke down the balance of each of the following accounts as of December 31, 2015:

- 1) The General Fund Beginning Balance on January 1, 2015, was \$ 188,896.80. The General Fund Ending Balance was \$143,320.13.
- 2) The 2015 Bridge Fund balance was \$ 38,231.68.
- 3) The Road Escrow Balance was \$27,208.10 which included an amount for the cul-de-sac at Windchime Way if the road was ever extended. The remaining amount in the account is to finish the Cashman Drive cul-de-sac in 2016.
- 4) The Capital Improvements Contingency Fund balance was \$ 147,531.76 which included \$ 90,754.64 from the Stadium District excess sales tax revenue and \$15,000 for bridge fund expenses.
- 5) The Segregated Fund (Specials for Garbage and Recycling) was \$ 14,540.28 and was partially used to cover increases in garbage and recycling costs in 2015.

Chairman Cashman stated that in 2016, the Town borrowed \$325,000.00 for the Hickory Ridge drainage improvement project. The interest rate is 2.75% over 10 years.

In 2015, the Town spent \$34,652.04 in bridge fund money to replace culverts. The TRIP grant money of \$13,358.00 was used on the Cashman Drive project. It was originally slated for Tetzlaff Road but then chosen to be used on Cashman Drive.

Cashman explained that each year the Board places \$5,000 into a capital improvement fund for future expenses. There is approximately \$42,000 available. The two loans taken out in 2006 and 2007 were paid off in 2015.

Chairman Cashman explained that the Town's cost to reconstruct Cashman Drive was about \$35,000. Cashman Drive now meets the Town's Road Standards.

Chairman Cashman then pointed out the remaining pages in the report- statement of taxes, check disbursement details, building reports, licensed dogs and levy and population history.

Gerald Van Den Elzen, 1898 Midway Road, asked what delinquent agricultural fees are. Treasurer Van Dyck stated that some residents get charged for an agricultural conversion fee. When a resident fails to pay the fee the County collects the delinquent amount.

Chairman Cashman explained that all checks written in 2015 are listed on pages 7-14. In March, the Town Board reviews the Clerk and the Treasurer's set of books. If all is good, the Board signs off on the books.

For 2015, the total expenditures in checks was \$2,935,133.49 of which the majority was written to the school districts and to Brown County.

In 2015, thirteen new homes were constructed. The population of the Town is 1776. Town tax was \$2.4236/\$1,000 of assessed value.

Terry Vertz, 4312 County Highway PP, mentioned that the reason why the cost of fire services goes up is because new homes are built and the value of the property in that area rises. Cashman confirmed that the increase in the cost of fire services was based upon the valuation of the eleven new homes that were built in the prior year.

M/M by Terry Vertz, 4312 County Highway PP, to approve the 2015 Annual Report as presented; seconded by Dave Stubenvoll, 2563 CTH ZZ. Motion carried by voice vote.

### **Changes to Bridge Fund Account- Levy for 2016**

Chairman Cashman informed everyone that Brown County is no longer holding bridge fund monies on behalf of the municipalities and that the administrative fee will only be charged for their matching share. Clerk Charette then explained: 1) the beginning balance of the bridge fund on January 1, 2015 was \$112,612.36; 2) the Town expended \$34,652.04 of the bridge fund in 2015; 3) the Town's share is half of the remaining balance \$76,463.36 or \$38,231.68; 4) Brown County's share to match future expenses = \$38,231.68; 4) the electors approved placing \$15,000 in 2015 and \$10,000 in 2016 into the bridge fund; 5) after receiving the \$38,231.68 from Brown County, the Town will have \$63,231.68 on hand to cover future bridge fund expenses.

Chairman Cashman stated that the four bridges will be inspected again this year. The lowest rated bridge in the Town is on Ryan Road which was rated at 72% approximately two years ago. Bridges do not require replacement until they are rated at 50%. On average, the Town expends \$15,000/year on culvert repairs.

Bob Gerbers, 2625 Bildings Road, asked if the bridge inspections include inspecting the concrete supporting the bridge. He observed the mortar along the southwest side of the bridge on Old Martin Road to be cracking.

Supervisor Lasee clarified that the bridge fund does not include all culverts. The bridge fund includes cost sharing for covering centerline culverts that are 36" or larger in diameter.

Bob Gerbers, 2625 Bildings Road, asked how much it would cost to replace a bridge. Chairman Cashman explained that after the Town applies for federal funding, the Town would need to cover the remaining 20%. Cashman estimated that the replacement cost for a bridge is approximately \$400,000-600,000.

M/M by Terry Vertz, 4312 County Road PP, to put \$15,000 into the capital improvement fund for 2017 for the bridge fund; seconded by Bob Gerbers, 2625 Bildings Road. Motion carried by voice vote.

## **Fire Numbers**

Chairman Cashman explained that the Town submitted grants to FEMA the past two years requesting a grant to cover the costs for the fire address signs. The Town spoke with the dispatch center and the fire departments who recommended that the Town purchase and install these signs. At the November 2015 Special Elector meeting, the electors approved levying for \$15,000 to be used towards the purchase of these signs. Based upon initial proposals, the Town estimates the overall cost will be approximately \$22,000 to \$25,000 to purchase and install fire address signs in the Town. Parcels that have a dwelling or shed, would have an address sign. The signs are a flag style sign and will be placed on a galvanized post. Most of the towns adjacent to Rockland include the Town's name, road name and street numbers on them. The Board displayed samples of these signs to the Electors.

Dave Stubenvoll, 2563 County Road ZZ, asked if the signs would have the actual physical address. Cashman stated yes.

Chief Daul, Greenleaf Volunteer Fire Department, recommended that the Town Board take them out in the dark and see which one would work best. Daul confirmed that these signs will assist the fire department in locating addresses much quicker.

Darrin Butry, 3887 Stonewall Drive, asked where the fire address signs will be installed and if damaged by a snowplow, will the snowplow vendor replace it.

Cashman stated that the sign will be installed on the back side of the culvert far enough off the road so that the plow will not hit it. The sign will be located in a uniform manner so that emergency services know where to look for them. The Town will be drafting an ordinance to specify these requirements.

Terry Vertz, 4312 County Highway PP, stated that the Planning Commission was considering a sign with green and white letters similar to the Town's road signs.

Bob Gerbers, 2625 Bildings Road, stated that a yellow and black address sign will interfere with the other road signs that are similar in color.

Terry Vertz, 4312 County Highway PP, stated that the signs will be located about 10 feet off the driveway. Randy Hansen, 5314 Goldust Court, stated that a proposal was provided by Lange Enterprise which estimated \$22,000 to purchase and install the signs. Cashman stated that this project will need to go out to bid to get an exact cost.

Rick Van Vonderen, 2645 Bildings Road, asked why the signs can't be installed by the landowners. Cashman stated that there will be inconsistencies in the installment location.

Glen Schwalbach, 1090 Moonriver Drive, stated that the highest reflectivity is too reflective. Randy Hansen, 5314 Goldust Court, stated that the Town is considering the medium reflectivity for the address signs.

### **Town Hall Maintenance and updates**

Chairman Cashman informed the electors that the Town Hall is 15 years old and the tile is buckling because there was too much moisture in the concrete when the floor was poured. The Town Hall is rented approximately 12-16 times a year. Chairman Cashman suggested painting the walls, replacing the blinds and replacing the floor.

Gerald Van Den Elzen, 1898 Midway Road recommended that the Town Board consider meeting with a flooring contractor to see what they recommend.

Terry Vertz, 4312 County Highway PP, stated that the FIC flooring over concrete might be a good idea. Mary Vertz, 4312 County Highway PP, recommended painting the town hall and then looking at how much the rest will cost.

Steve Gander, 5584 CTH W, recommended the same action.

Dave Stubenvoll, 2563 CTH ZZ, asked whether the Town should just place the revenue from the town hall rentals back into maintenance each year. Cashman noted that the town hall rental revenue covers the cost of the custodian, utilities and supplies so there probably is not much left over after that.

M/M by Steve Gander, 5584 CTH W, to allow up to \$4,000 to paint the town hall, replace the blinds, and fix the tuck points on the exterior of the building; seconded by Gerald Van Den Elzen, 1898 Midway Road. Motion carried by voice vote at 8:40 p.m.

### **Use of Excess Stadium District Tax**

Chairman Cashman stated that the Town received \$90,754.64 from the Stadium District Excess Sales Tax. Cashman explained that this money can be used for 1) debt reduction; 2) economic development; and 3) property tax relief. Supervisor Lasee recommended that the Town use the money to pay off debt. Supervisor Van Vonderen explained that some of the ideas suggested were: 1) to use some of the money

to pay off the debt; 2) to use some of the money toward improving the Town roads; and 3) to use some of the money to brand the Town and investigate how the Town can develop and grow its tax base.

M/M by Don Van Deurzen, 4501 County Road W, to use the full amount to pay off the debt; seconded by Ben Crocker, 2223 Lasee Road.

Discussion on Van Deurzen Motion:

Karen Cashman, 2563 CTH ZZ, stated that the full amount should not be used to pay off the debt.

Andrew Jacque stated that the public be in agreement with the regarding how the money should be spent. The economic development clause is a catch all. Jacque stated that it could be argued that economic development includes infrastructure. The decision is up to the residents.

M/M by Don Van Deurzen, 4501 County Road W, to use the full amount to pay off the debt; seconded by Ben Crocker, 2223 Lasee Road. Hand Vote on Van Deurzen Motion: 11 Ayes; 15 Nays. Motion failed at 8:52 p.m.

M/M by Terry Vertz, 4312 County Road PP, to recommend that the Town Board utilize 50% of the full amount towards paying off the debt and 50% of the full amount towards the improvement of the roads; No second received.

Darrin Butry, 3887 Stonewall Drive, stated that he liked this idea since it appears that the Town is only matching the amount that it expends each year on bridge funds and culverts and is not saving for future bridge expenses which could be up to \$120,000.

Mary Van Dyck, stated that Brown County is also holding \$38,000.00 in the bridge fund that the Town can use for future expenses.

Rick Van Vonderen, 2645 Bildings Road, stated that he would like to make a motion that the Town Board not make any decision tonight.

Clerk Charette read the language from the statute and asked Representative Jacques if he knew whether the electors would be advising the Town Board on what to do or whether it was a mandate from them.

Representative Jacques stated that there is nothing in the language specifying the time limit in the excess sales tax needs to be spent and there is nothing in the language about the electors deciding how to spend the excess sales tax. The language states that the governing body is the one to pass the resolution and for what purpose it will be used. The Town Board can make a decision based upon its discretion.

Karen Brukhart, 2288 STH ZZ, stated that the Town should look at it, at least for a time, as a rainy day fund. She recommended that the Town not rush to spend the money and should consider its options in the next year.

Jan Hockers, 3470 STH 57, asked whether the Town could spend the money on the costs of the fire address signs. Chairman Cashman stated that the monies were already levied for this year.

Matt Giese recommended that the Town Board schedule a special meeting, advertise it in the Wrightstown Spirit, and allow others to provide input.

Terry Vertz withdrew his motion at 9:01 p.m.

M/M by Rick Van Vonderen that there be no action taken on how to use this money tonight. No second was received.

Karen Cashman asked whether it would make a difference to hold a special meeting.

Supervisor Van Vonderen stated that the Town Board will be going on the Rockland Road Tour on Friday, April 29, 2016. She stated that after the Board gets the cost for repairs from Scott Construction, the Board could then hold a special meeting with these facts to share with the residents.

Chairman Cashman stated that Mayor Schmit requested the Town to use 5% of the funds towards improvement of the Fox River Trail.

Supervisor Lasee stated that if there is no motion tonight that passes, the final decision will be made by the Town Board.

Rick Van Vonderen withdrew his motion.

M/M by Dave Stubenvoll, 2563 CTH ZZ, to allow the Town Board to decide how to utilize the Stadium District excess sales tax revenue; second by Gerald Van Den Elzen, 1898 Midway Road. Hand Vote on Stubenvoll motions: 17 Ayes; 2 Nays. Motion carried.

Don Van Deurzen stated that the Town should use the money to pay off the debt rather than have the money sitting there.

### **Town Logo/Slogan and Branding**

Chairman Cashman informed the public that Matt Giese, Someday Farms, LLC, offered a \$250.00 award for contestants who would create the best logo and slogan for the Town. The Planning Commission reviewed the initial entries and forwarded the top entries to the Town Board. At an earlier Board meeting tonight, the Town Board finalized the logo/slogan which was presented to the electors. Chairman Cashman stated that the new logo/slogan will be used for branding by placing it on letterhead, on apparel, and on street signs in the Town. Matt would like to obtain a flag to place in front of his property.

Chairman Cashman thanked Matt for his time and generosity in this project.

### **Town Planner**

Supervisor Van Vonderen explained that due to the development that may occur with the Southern Bridge and the 10 acre restriction from the City of De Pere, she recommended to the Board that they meet with a Planner to see what the Town could do to ensure that land remained in Rockland. A Planner could provide different options to the Town in what type of development could occur on a 10-acre lot and also share what other municipalities, in similar situations, are doing. Van Vonderen explained that the Town just wants to meet with a Planner to see what services can be provided

Dave Stubenvoll, 2563 CTH ZZ, stated that there must be other towns in the state that are facing the same situation the Town is. He asked whether there was a statewide organization that these municipalities belong to.

Supervisor Van Vonderen stated no there is no organization. Usually the municipalities share ideas with one another but that once the land goes to the developer, the developer can decide what to do with it. Van Vonderen stated that if the Town does not have anything to offer its residents, then they will want to be annexed into De Pere.

Supervisor Lasee stated that planners plan and encourage development and that he is not anxious for the Town of Rockland to develop. Lasee stated that the Town has an aggressive Planning Commission and Board. Recently the Town adopted a revised comprehensive plan with the assistance of Brown County. He questioned how much more planning the Town needs. He then stated that De Pere still has a hammer over the Town in terms of preventing property owners from subdividing land that is less than 10-acres in the extraterritorial land review area. De Pere also cut a deal with NEW Water that undermines the Town's authority to obtain municipal water. Lasee stated that the Town cannot prevent a landowner from requesting to annex one's property from being annexed into the City of De Pere.

Don Van Deurzen, 4501 County Road W, stated that the first word on the Town logo is agricultural. He stated that not one acre of agricultural land requires services. The Town should strive for agriculture.

Bob Gerbers, 2625 Bildings Road, stated that the Town has three hills to climb: 1) to get De Pere off the Town's back by developing lots smaller than 10 acres; 2) to understand that commerce will not commence in the Town if there is no sewer and water; and 3) the Town will not sell 10-acre commercial lots along Highway 57. If the Planner does not have an investment, he won't help sell the lots. Gerbers opined that spending money on this now will be throwing money to the wind.

Andrew Seibel, 2358 Old Martin Road, asked if the Southern Bridge comes in, won't there be a greater interest for commercial traffic along that route. Seibel also asked whether a route has been chosen yet. Chairman Cashman stated that no specific route has been chosen. The County has narrowed its options to Heritage Road or Rockland Road on the east side and Red Maple on the west side. Supervisor Van Vonderen stated development is already being planned. The project is seeking federal funding. The County does not expect the federal government to make a decision until the end of next year. The City of De Pere wants this project to pass and is seeking support from surrounding communities and businesses.

### **Change in posting of notices**

Chairman Cashman explained that based upon a new law that passed in the fall of 2015, the Town Board adopted a resolution that authorized the posting of legal notices on the front door of the town hall and on the Town website. This new method will take place effective June 1, 2016.

### **Garbage / Recycling report**

Treasurer Van Dyck congratulated the residents on the great job they did to recycle in 2015. The Town recycled 162.79 tons of recyclables in 2015. This equates to each resident recycling 183.32 pounds of recyclables. The Town is required to collect 82.4 pounds per resident. Treasurer Van Dyck clarified that plastic bags are not accepted in recycling but that there are a number of new plastic items, listed in the recycling guide, that are now being recycled. Van Dyck informed the residents that the Town currently

is paying \$15.00/ton to have the recyclables hauled away. Some of these costs are offset by the recycling grant received from the state. Van Dyck reported that 30,536 pounds of electronics were collected at the e-recycling event last year. The Rockland 4H is hosting its e-recycling event on April 30, 2016.

Terry Vertz, 4312 County Road PP, mentioned that the carts should be placed on the road about 4 feet apart. Glen Schwalbach, 1090 Moonriver Drive, stated that he called Harter's to compliment their service. Clerk Charette informed the residents that Harters is disposing of old and damaged carts as they collect garbage. Harters will then put the resident on the list for a replacement cart.

### **Chairman's Report**

Chairman Cashman informed the residents that the Board will be conducting the annual road tour on April 29th.

Cashman also stated that Old Plank Road needs repair. Half of the road is maintained by the City of De Pere. Old Plank South is also in need of repair. Seasonal weight limits, which have now been lifted, and municipal garbage/recycling service is helping the roads. The Board also will be considering the need for crack sealing the roads.

Chairman Cashman stated that the ditching project in Hickory Ridge subdivision will begin next week depending upon the weather

### **Announcements**

Chairman Cashman reported that the Rockland Clean-Up day was last Saturday. Twelve tires were picked up along with a TV. Cashman thanked everyone for cleaning up the ditches.

The Rockland annual rummage sale is on Saturday, April 30, 2016, from 8 a.m. to 3 p.m. Currently, there are ten homes signed up.

Chairman Cashman thanked the Planning Commission members, the Board of Appeals members, and all the poll workers and fellow Board members for their service and hard work.

### **Other public comment**

Randy Hansen congratulated Dave Krutz for his 50th year with Greenleaf Wayside Bank.

Steve Gander asked whether other residents had their garbage bin cracked. Chairman Cashman stated that the service has improved over the past few months.

Andre Jacque stated that he has a listening session on Monday, April 25th at the Lawrence Town Hall. He is running for re-election and seeking signatures for his nomination papers.

Clerk Charette thanked the electors for their patience at the Spring Election. There were 81 new registrations and a 66% overall turnout. She informed the electors that absentee voting can be done in the Clerk's office two weeks prior to each election. Absentee voting can also take place by mail.

Chairman Cashman thanked David Krutz from Greenleaf Bank for the food and drinks.

**Adjournment**

M/M by Dave Stubenvoll, 2563 CTH ZZ, to adjourn; seconded by Gerald Van Den Elzen, 1898 Midway Road. Motion carried by voice vote. Adjourned at 9:44 p.m.

All minutes have been taken truthfully and honestly and to the best of my knowledge and ability.

Jann Charette  
Town Clerk

Minutes approved as written / with corrections (**strike one**) by the Town Electors on Tuesday, April 18, 2017.

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Town Elector \_\_\_\_\_

DRAFT