

May 4, 2022

The Saratoga Town Board met at 6:00 pm in the Town Board Room. Chairman Rickaby called the meeting to order. All members were present. The meeting was officially noticed on April 28, 2022.

The Pledge of Allegiance was recited.

The written Constable's report was submitted by Brandon Burroughs. Brandon was unable to attend, so several items of concern that were brought up will be turned over to him.

Josh Volz gave the Building Inspector's report. Mike Zurfluh has submitted a commercial tracking document to make living quarters in the basement of PIRCO Mobile Home parks' community center. Ray Bossert said he had just been notified of this. He had reviewed some information and minutes, and it looked as though the Town of Saratoga Board of Adjustment approved the living quarters in the basement of the community center in 2019. He will continue researching and have Mike check PIRCO resident's contracts to see if there was anything that prevents him from creating living quarters in the basement. He stated he will bring updates to the Plan Commission meeting.

Ray Bossert submitted the Zoning Administrator report with his actions and calls he has received for April. He is working with Wood County Planning and Zoning.

Ray Bossert has been working on revisions to the Future Land Use Map in the Comprehensive Plan with input from the Town Board and Plan Commission. He recommended that an updated map be approved as soon as possible and that there be a yearly review of the map.

Ray submitted and discussed the Zoning Administrative powers in the Towns' zoning ordinance. Ray submitted a draft example of design standards for dwellings/parcels. Each zoning classification would have visual descriptions and design standards listed. Discussions of specifics in each classification and dwelling sizes will be discussed with the Plan Commission.

Ray has researched the four acre boat landing on County Road Z. Besides the purchase price of the land, he estimates around \$75,000 of updates and improvements would be needed. The Village of Port Edwards has interest in the site and would consider joint ownership with the Town.

Kretschmer stated that if there was interested in the Knowles-Nelson grant for this year, the submission date is September.

Gail Kretschmer gave the SPARKS report. The next meeting will be on May 16th. They will meet at the Town office, but move the meeting to the NEPCO public access site, weather permitting.

Josh McDonald gave the Plan Commission report. He has looked into the cryptocurrency mining and will bring the information to the next Plan Commission meeting.

Heidi Kawleski gave the Clerk's report. Wood County Solar has notified the Town that large pallets with plywood on them have been delivered to the Town brush site for residents to pick up. Wood County Highway Department will be working on Hollywood Road Culvert and Kester Road drainage issues this year. Open Book will be on June 2nd from 2:00PM-4:00PM and Board of Review will be June 9th from 12:00PM-2:00PM.

Billie-Jo Kester gave the Treasurer's report. 115 letters went out to residents that have not renewed their dog licenses. There is a delinquent personal property tax bill for a sign that has not been paid from 2020. A letter will be sent to the property owner informing them of this.

Board members gave informational announcements.

Bill Leichtnam gave information about ARPA spending, Broadband expansion, healthy drinking water, and rules for meetings.

Rhonda Carrell appreciated attending a Wisconsin Towns Association training. Rhonda has concerns about the livestock siting law.

Carrell made a motion to approve the minutes of April 20, 2022 as written. McDonald seconded it. Motion passed unanimously.

Mark Gustin requested a driveway on Rangeline Road for parcel 1800743CA. Due to the location of the driveway on a hill, the permit from the Town required a culvert to be put in to allow water to freely flow in the ditch. Mark stated he would have to dig down on both sides of the driveway in order to put a culvert in. He would like to just keep the driveway at the same level of the as the ditch in order for the water to flow freely over his driveway. McDonald made a motion to allow Mark Gustin to put a driveway in as long as it maintains the ditch elevation so water can run freely over the driveway. Carrell seconded it. Motion passed unanimously.

The Board discussed Ordinance 5-4-2022; Ordinance Imposing a Moratorium on Construction of Multi-family Residential Structures Pending the Updating of the Town Comprehensive Plan and Study of Possible Related Legislative Action. There was discussion regarding what qualified under multi-family definition. Carrell verified through text message with the Towns' attorney, that the ordinance includes duplexes. There was discussion of how this ordinance would affect the burned Camelot Motel. The Building Inspector stated since the property has been vacant for more than 12 months, it would be considered a new build and would fall under this moratorium. The Building Inspector and Zoning Administrator stated that permits were just recently applied for through the State for duplexes; it was stated that since the permits were applied for before any action was taken on the moratorium, they would not be affected by this ordinance. Ray stated that he is working with the Plan Commission on updating the lot sizes and design standards. Kretschmer made a motion to approve Ordinance 5-4-2022; Ordinance Imposing a Moratorium on Construction of Multi-family Residential Structures Pending the Updating of the Town Comprehensive Plan and Study of Possible Related Legislative Action. Leichtnam seconded it. Motion passed unanimously.

Chairman Rickaby appointed Rob Borski as a regular Plan Commission member to replace Dave Barth's term. Carrell made a motion to approve the appointment. McDonald seconded it. Motion passed unanimously.

Chairment Rickaby appointed Nancy Koch as alternate Plan Commission member to fulfill the current term. Leichtnam made a motion to approve the appointment. McDonald seconded it. Motion passed unanimously.

The Board discussed addressing the entire Town. The addressing cannot be done by a private company. It is a government service that would be done by Wood County Emergency Government. It was discussed as to how important properly addressed parcels are for public safety; including emergency response. Carrell made a motion to have Wood County Emergency Government order and place address tiles on all properties in the Town at a cost of \$86,471.91 plus the cost of mileage, using American Rescue Plan Act (ARPA) funds. Property owners that have already purchased an approved tile would be reimbursed the fee that was paid to the Town. McDonald seconded it. Motion passed unanimously.

The Board discussed implementing yearly employee evaluations. Leichtnam submitted a draft employee evaluation form. The Board will review the forms and it will be added to the next Town Board agenda.

Carrell made a motion to approve the operator's licenses for Timothy Koch, Lori Jones, and Ethan Harlan. McDonald seconded it. Motion passed unanimously.

McDonald made a motion to pay bills. Leichtnam seconded it. Motion passed unanimously.

Carrell made a motion to adjourn. McDonald seconded it. Motion passed unanimously. Meeting adjourned at 8:14 p.m.

Heidi Kawleski, Clerk