**#1 Call to Order**

The regular monthly meeting of the Village Board of Trustees of the Village of Shiocton for the month of May, 2020 was called to order via phone conference by Village President Terri James at 6:00p.m via phone conference.

**#2. Roll Call**

Roll call was taken and present were Village President Terri James, Trustees Bunnell, Van Straten, Schmoock, Winterfeldt, Gomm and Dawes. Also, present were Police Chief Amber George, Village Clerk Laurie Sweeney, DPW Dan Nabbefeld, DPW Dan Conradt, Sergeant Knapp, Ryan and Dixie Minlschmidt, Larry and Tracy Berken, Jim and Janet Coe, Deb Van Straten, Jake Lamb, Julie Stickney, Bobbi Darren and Jenny Baltz.

**#3. Acceptance of minutes from previous meeting**

**M/S/P Dawes/Van Straten to approve the minutes from last month as presented.**

**#4. Variance Request- Ryan J. Minlschmidt, RJM Construction LLC**

Clerk Sweeney sent the Board members a copy of the drawing provided for the storage units that Ryan Minlschmidt plans to build. Clerk Sweeney read the application turned in by Ryan Minlschmidt explaining that the buildings will be consistent with other storage buildings in the area and kept aesthetically pleasing.

President James asked each Board member their thoughts.

Trustee Schmoock, Gomm, Dawes and Winterfeldt wanted to hold off on their thoughts until they heard from the residents in that area. Trustee Van Straten was not in favor of the idea. He would rather see residential buildings because there are not many residential lots left in the village to build on. Trustee Bunnell had concerns on the parking situation on Morgan Ave. when the fishermen are there.

Ryan Minlschmidt stated that they are not allowed to have driveway access on HWY 76 so they would be on Morgan Ave. He is happy to work with the village on parking.

President James allowed the residents in that area to speak about their concerns. Clerk Sweeney reported that the Marquette’s were not present but told her they had no issues with the plan.

Larry and Tracy Berken had questions on driveway placement, parking and the height of the buildings. Larry also questioned why he was required to request a zoning change in the past and this is a variance. Larry stated he has no issues with the buildings being built.

President James addressed the questions. The current storage buildings in the village are all in R-1 zoning. The Board discussed it at a prior meeting and decided that they would rather do a variance now to keep things uniform and look at the zoning later when the Ordinance Committee amends the zoning sections of the ordinance book.

Ryan Minlschmidt stated that most of the buildings will be a lower roof line. Only one section would have a higher roof line. He had talked to Larry Berken about his concerns and would be willing to work with him.

As far as the parking goes DPW Dan Conradt stated it doesn’t matter what side of the road people park on because the road is narrow.

Jim and Janet Coe had some concerns about lighting, dust, water runoff and vandalism. They also asked if any of the board members had gone to the site and looked at it. Janet asked if the Board members would like storage units in their back yards

Ryan Minlschmidt explained that he will be required to have a plan for water runoff/storm water. That could include storm sewers, drainage ditches and/or catch basins or worse case scenario, a retention pond.

The lighting would be LED and would be facing East and West, they will work with the neighbors on placement. Dust will not be an issue because eventually the property will be paved because it would be a benefit to him for snow plowing. Ryan stated it will be nice looking with trees.

Deb Van Straten had no comments, she was just there to be informed of the situation.

President James asked the Board their thoughts.

Trustee Schmoock stated she was at the site now. She felt that lighting shouldn’t be an issue, she lives at the end of Oak St. next to the storage units and it is not an issue. She feels the site looks okay for storage units.

Trustee Dawes has been to the site a number of times because he belongs to the church that sold the lots. The original plan was to build a church on the site so there would have been lighting there too. He lives next the post office and a church and it is not a problem. He feels if the concerns are addressed he would have no issues.

Trustee Winterfeldt stated that she has the school in her back yard and she understands the concern with the lights. She would not want it in her back yard, but if it is kept clean and is paved and maybe a fence, she would be okay with it.

President James took a roll call vote to approve the request for variance to allow storage units to be built in the R-1 zoned lots.

Trustee Schmoock- Yay

Trustee Dawes- Yay if the lighting, paving and height concerns are met

Trustee Gomm- Yay as long as the concerns are met

Trustee Van Straten- Nay

Trustee Bunnell- Yay

Trustee Winterfeldt- Nay

With a vote of 4 yay and 2 nay the motion is carried.

**#5. Approve/Deny Variance request**

President James took a roll call vote to approve the request for variance to allow storage units to be built in the R-1 zoned lots.

Trustee Schmoock- Yay

Trustee Dawes- Yay if the lighting, paving and height concerns are met

Trustee Gomm- Yay as long as the concerns are met

Trustee Van Straten- Nay

Trustee Bunnell- Yay

Trustee Winterfeldt- Nay

**With a vote of 4 yay and 2 nay the motion is carried.**

**#6. Request from Business Owners to Waive License Fees**

Village President James reported that the business who hold liquor license requested the 2020-2021 license fees be waived due to the Corona Virus situation.

James provided the Board with several options regarding Class A and Class B beer and liquor license, tobacco license, operator license, publication fee and coin machine license.

A. No change on any of the fees

B. waive 50% of the fee for liquor license only

C. waive 50% of the fees on all licenses and publication fee

D. charge the state minimum of $50 for Class A liquor and the $40 publication fee and waive the other fees.

E. charge the state minimum of $50 for Class A liquor and waive the other fees.

Trustee Winterfeldt suggested pro-rating for the time the businesses were required to be closed.

Trustee Van Straten agrees with that idea.

Jake Lamb stated he is the only one who sells tobacco and he would be okay with paying that fee.

President James also stated that Clerk Sweeney suggested pre-approving all the operators so they would not lapse and have to retake the class. Then only release their license when they pay the fee.

There was discussion on helping the other businesses, but the other businesses do not pay annual fees to the village so there would be nothing to waive.

President James asked the business owners who were present if they had any thoughts to share.

Julie & Bobby from Riverside Club stated they will leave it in the hands of the Board. They are one of the businesses trying to keep things going and question the Board helping those who have not tried.

Jenny from Muddy Waters stated she agrees with pro-rating. She stated there is a reason she has been closed and has not received any other help financially.

Jake Lamb from Pump N Munch thanked the Board for considering their request. He wanted to mention that it is hard for his employees to be working in this time. He likes to idea of pro-rating.

President James asked the Board’s thoughts.

Trustee Schmoock stated she agrees with pro-rating, but no discount for operators but agrees with pre-approving them.

Trustee Dawes likes option E, waiving everything but the state minimum. The business need help and the future is unknown.

Trustee Gomm likes option E he would like to see the village help out.

Trustee Van Straten likes option E

Trustee Bunnell likes the pro-rating idea but not to waive anything else because it may set a precedence.

Trustee Winterfeldt likes the pro-rate and pre-approval idea.

**#7. Approve/Deny Ordinances to Modify Liquor License/Operator/coin/tobacco renewal fees for 2020-2021 renewal year and publication fees**

Village President James extended a motion to pro-rate the liquor licenses crediting March through June and if the businesses are required to remain closed past June that will be discussed for at next year’s renewal. Pre approve operator licenses with no discount and pro-rate the picnic license if they are able to use it this year.

Roll call vote:

Trustees Schmoock, Van Straten, Bunnell, Winterfeldt all YAY

Trustees Dawes and Gomm Nay

With a vote of 4 yay and 2 nay motion carried.

**#8. Street/Utilities Reports- Director of Public Works Dan Conradt**

DPW Conradt reported that they put new wood chips at Lake Park and Library Park

Crane Engineering is doing work on the clarifier

Martenson & Eisele is working on the plan for the sanitary sewer system

The Lake Park sign at HWY 54 and Park Ave needs to be fixed, the Board said go ahead and fix it.

**#9. Shiocton Police Department April Activity Report- Chief George**

Chief George reported that the part time officers will be back as of May 17, 2020.

Bamboo Bend was reopened and there have been no complaints or issues.

They are still planning the national night out on August 4th and are asking the Board’s approval to close the same streets as last year down. The Board had no issues with closing the streets.

**#10. Range Update**

Chief George reported that all is going well at the range. There were 330 users over the weekend. Luana is helping after hours. There was a donation of a competition shooting bench for the long range. If it goes over well, they could get more.

**#11. Committee Reports**

Clerk Sweeney reported the numbers from Friday’s COVID meeting.

Wisconsin has 9590 positive cases which is up 375 from yesterday and 384 deaths, which is up 10 from yesterday. Outagamie County is at 93 that is up 10 from Thursday and still at two deaths.

There are 11502 beds in the state for COVID-19 patients and 35% are available.

Outagamie, Calumet and Winnebago Counties are opening a mass testing site at FVTC starting Monday. It will be open Mon.-Fri. from 9-5. People will be tested in their vehicles and must have at least one symptom. The National Guard will be helping at the site.

They can do 300 tests daily. Mon and Tues. will be for people who were referred by a doctor and Wed. thru Fri. for the public.

**#12. Finance Committee- Bills and vouchers- report emailed with agenda for review**

**M/S/P Schmoock/Gomm to approve bills as presented**

**#13. Village President Misc.-**

President James reminded the Board of the league of WI Municipalities Government 101 class in September. Those interested see the Clerk to get registered.

President James reported that she had been in contact with someone who was positive for the Corona Virus. It appears to not be an issue because it was for only a couple seconds and the person was wearing a mask and gloves.

**#14. Clerk-Misc.**

Clerk Sweeney updated the Board on the utility software. The software company had been in contact with a previous DPW supervisor about upgrading but never heard back so we are currently 2 upgrades behind. The handheld reader the DPW uses is no longer available and they cannot get parts for it anymore. It still works but will not connect to the billing software any longer so the readings need to be input manually.

The up to date equipment is compatible with the current meters. The software and tough book are on order.

**#15. Forthcoming Events**

Trustee Bunnell reported that the fireworks on July 4th are cancelled. There are no funds for fireworks.

**#16. Public Comment – This is a time for the public to bring up any concerns they would like**

**the Board to address.**

Clerk Sweeney reported that the Defib/heart monitor will be ordered soon. With the help of local businesses and residents in the area the fire department was able to come up with the last $4,000 they needed. There will be an ad in the paper soon with all the details.

**#17. Adjourn**

There being no further business to come before the board the meeting was adjourned at 7:48p.m.

Posted and dated May 13, 2020

Laurie Sweeney, Village Clerk/Treasurer

These minutes are a condensed version of all the conversations that took place at the meeting.