**#1 Call to Order**

The regular monthly meeting of the Village Board of Trustees of the Village of Shiocton for the September 11, 2023 meeting was called to order by Village President Terri James at 6:00p.m.

**#2 Pledge of Allegiance to the Flag of the United States of America**

**#3 Roll Call**

Roll call was taken and present were Village President Terri James, Trustees Dawes, Bunnell, D. VanStraten, Schmoock and Gomm. Trustee Tyler was excused. Also, present were Village Clerk Laurie Sweeney, Gary Bunnell, Jim Fank, Matt Woods, Michelle Woods, Patti Woods, Rich Woods, Mary Jo Miller, Tracy Mielke, Dan Berken, Erin Boelter, Luke Boelter, Michaela Woodward, Zach Seitz-DNR and Tammy Free-Library President.

**#4. Approve Minutes from August Meeting**

**M/S/P Bunnell/Bunnell to Approve the minutes from the August meeting**

**05. 6:00PM-6:30PM PUBLIC HEARING Petition for Zoning Change for property located on HWY 76-Berken Properties**

Dan Berken explained that they had purchased the old Schwandt property across from Shiocton Cut Stock on HWY 76. They are making the home into a duplex and are asking for a zoning change for the empty lot to the North of the home. They are planning to use the lot for parking empty semi-trailers. He feels it can fit up to 16 trailers but would only use it for 8-10 trailers. The DOT has already approved to widen the homes driveway by 10 feet so they can use that to enter the lot. They would tear down the shed that is currently there. If requested he would be willing to put up a chain link fence along the back of the lot.

Clerk Sweeney explained that per the Village Assessor’s with a zoning change the Board can’t put restrictions on the use of the property. If it is zoned C-1 it can be used for anything eligible in C-1 zoning. Also, the state could come in and change it to Manufacturing zoning which means it could be used for anything eligible for M-1 zoning.

Trustee Bunnell asked about the hours that semis would be using the lot. Dan stated their hours are Mon-Thurs. 6:30am-5pm. But there would be semis after hours on occasion. There will be no lights in the lot.

President James read a letter from some concerned citizens who live on Elm St, one being the direct neighbor of the lot. They are concerned of the appearance and safety of the lot being used for parking semis.

Matt and Michelle Woods also live next door and their back yard meets that lot. They have 2 young boys and are concerned for their safety. Boys will climb a fence and want to play on semis. They feel a residential area is not the right fit for this type of use. They are also concerned on the value of their property and resale.

Patti Woods is the grandma of the boys that live next door and babysits there. She is concerned that if logs are ever stored there the logs would fall like they do on the West side of HWY 76.

Tracy Mielke has a son that lives on Elm St and she lives on HWY 76. She is concerned about the look of a parking lot on main street and the safety of the people who use the trail.

Erin Boelter stated that she is concerned about the lack of upkeep on that lot affecting her property value.

Rich Woods the grandpa of the children who live next door is concerned about the water runoff into his son’s yard if gravel is put in the lot. That area already floods in the spring and if they raise it with gravel the water would go to the neighbor’s yards.

DPW Dan Conradt stated that the owner would need to get the neighbors to agree and the approval from the Village Board to put any gravel in and that Ordinance states it would have to be a minimum of 20’ from the lot line.

Dan Berken stated he appreciates everyone’s concerns but this is all preliminary and just an option. He does not plan to store logs on that lot. He is not looking to create a safety issue. He would address the drainage and follow the ordinances. He is just trying to improve his business, maintain jobs and business in the Village. He is also waiting to see what the property to the North of him is going to do. That may be an option for parking the trailers since it is already zoned C-1 and a parking lot.

Trustee Bunnell stated he would not like to see the trailer parking in the lot on the West side of the road.

Trustee D. Van Straten asked what Dan’s plan was if the request was denied. Dan stated he would maybe consider mini storage, duplex or single-family home.

Trustee Schmoock stated she is torn because she want’s businesses to thrive but she also would not want that in her back yard.

**06. Motion to adjourn public hearing and convene into regular meeting**

**M/S/P Bunnell/Dawes to adjourn public hearing and convene into regular meeting**

**07. Approve/postpone/Deny Berken Properties Petition for Zoning Change**

**Trustee Bunnell made a motion to approve the zoning request. With no second to the motion the motion was dropped.**

**The Board decided to table the request with the agreement of Dan Berken. They will wait to see what the neighboring property ends up doing.**

**08. Trick or Treat Hours**

Trick or Treat hours will be from 4:30pm-6:30pm on October 31st.

**09.** **Approve Resolution 03-23 Budget Amendment**

**M/S/P Approve Resolution 03-23 Budget Amendment**

**10. Shared Revenue Increase 3year plan- Finance Committee**

The Clerk will start working on the budget soon so the Finance Committee met to discuss the increased state shared revenue and what to use it for.

Clerk Sweeney explained that the revenue has to be used for Public Works, Transportation, Police, Fire and Court. The Clerk has prepared a 3year plan that gets the Village caught up on loans and prior budget cuts.

In 2024 the Public Works truck and Kubota mower loans would be paid off. The Police Dept. would get back the part-time hours they cut from this year’s budget. The loan for the shed at the fire hall would be paid off which will put that payment amount back into the fire budget. The EMS cost to contract with Gold Cross. Any left would go towards the HWY 54 street project.

In 2025 it would go towards the EMS contract with Gold Cross, the repairs or replacement of the bath house at Lake Park and streets.

In 2026 EMS contract, pay off tractor loan so it can be removed from the taxes and replace the DPW truck.

The Board agreed to use the presented 3year plan while preparing the budget.

**11. Village Hall Updates & New Squad**

The Finance Committee also discussed the need for a new police squad and starting to maintain the Village Hall building.

There is currently about $180,000 in the shooting range savings. The Clerk suggested using some of that to purchase a new squad car. The squad the Chief uses is about 2 years overdue for the replacement rotation. If they use the range funds one time to purchase the squad that would put it back on the rotation.

The Village Hall has not had any updates for about 18years. The building needs some maintenance especially because it is used for voting. The Clerk put a list together of what needs upkeep. The carpets need to be cleaned, duct work need to be replaced or moved because when they did the remodel 18years ago they moved walls and made rooms but the duct work was never changed to accommodate those changes. The ceiling tiles are falling out, the sign in the front of the building needs to be replaced because the current wood sign is rotting.

The committee agreed that leaving $100,000 in the range account and using $80,000 to purchase a squad and update Village Hall would be a good idea.

Gary Bunnell asked about the Village paying the range account back because range users may assume their $10 is going back into the range. It was explained, that may have been the case when the range was ran on donations but now that it is a required fee and maintained/run by the Village it is considered a Village business and revenue to the general fund. The fees still maintain the range but they can also be used for other Village needs.

Trustee D. Van Straten would like to see the Christmas decorations updated as well. DPW stated they had just ordered a few more.

**M/S/P Dawes/Bunnell to use funds from the range savings to order a new squad.**

**M/S/P D. Van Straten/Bunnell to use funds from the range savings to update the Village Hall. Clerk Sweeney should meet with Trustee Schmoock and get quotes and ideas to bring to the Board at the October meeting.**

**12. 2024 Street Project-DPW Dan Conrad**

The loan for Second St. will be paid off in 2024 so the next street project is in the works. DPW Conradt reported that they are working on pulverizing and repaving some streets in the village rather than doing one full street reconstruction. They will do Broad St, Oak, Pine, Maple, Park fire hall lot and the subdivision off of East Maple Ct.

Mary Jo Miller was present and went over the starting process. They will ask for three separate bids. One for the fire hall lot, one for Park Ave and one for the rest of the streets. That way if the Village can’t do them all they can leave one bid out.

Mary Jo is also looking at applying for a street grant to help with the cost of Broad and Pine Streets. She feels with the traffic on those streets from the school there would be a good chance of getting a 50% match.

Martensen & Eisele will also be doing some boring around the Village to see the condition of the ground under the streets.

**13. Garbage Dumpster and Yard Waste- Dan Conradt**

DPW Conradt explained that the cost of having the dumpster has almost doubled. There have been issues with people bringing garbage in from outside of the Village and the loads of garbage are getting bigger. The original reason for the dumpster was to give the residents of the Village of Shiocton a place to dispose of large items that didn’t fit in their garbage cart. It has now become a place to get rid of construction materials, people cleaning out their garage or storage units or bringing their relatives garbage in from outside areas. Clerk Sweeney stated the garbage budget is already overbudget because of the fees from the dumpster being emptied twice as often. It was suggested to the Board that the Village only allow the bulk items from Village residents. No truck or trailer loads or construction materials. People who clean out garages, etc. or remodel will have to rent a dumpster.

Clerk Sweeney will order a sign for the gate and the DPW will lock the gates after hours. Residents will need prior approval and garbage sticker before dumping bulk items.

There is also an issue with people dumping more than just yard waste and brush. The yard waste site is a place for Village of Shiocton residents only but people from surrounding towns are dumping as well. This has also become an issue because they are dumping wood furniture, cabinets, decks, whole trees/stumps, etc. The DPW has to burn more often and the neighbors in that area have to deal with the smoke and smell. The DPW then has the cost of getting rid of nails and stumps that don’t burn.

The Board agreed that a sign should be put up at that gate as well. The Clerk will post on social media and send letters with water bills to inform the residents. It was also suggested to give the residents a sticker for their vehicle as proof they are Shiocton residents. They will start with signs stating violators will be fined and see if it improves.

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

The garbage truck will be delivered next week sometime.

There was a water main break over Labor day weekend on Pine St.

The DPW is still trying to locate the main shut off at the River Rail site. It will have to be dug up. WE Energies is working on shutting the gas off, they want to charge the owner but there are some questions on the amount and who will pay so the site will be in the same condition for a while yet.

**15. Shiocton Police Department August Activity Report- Chief Knapp**

Chief Knapp reported that they were 4th in the state for the Lights of Christmas event. They will be at Festival Foods this Saturday for another fundraiser. These fundraisers give gift cards to the officers to hand out to residents over the holidays.

The $7,000 grant from the state was used to purchase two police shields.

**Calls for August:**

PARKING 1

CIVIL MATTER 1

SUSP INCIDENT 1

Disorderly conduct 0

ACCIDENT 0

MEDICAL 1

BUSINESS CHECK 22

|  |  |  |
| --- | --- | --- |
| TRAFFIC SAFETY | 2 |  |
| ASSIST | 11 |  |
| DISTURBANCE | 0 |  |
| ORDINANCE | 3 |  |
| RECKLESS DRIVER | 2 |  |
| 911 HANGUP | 4 |  |
| OPEN DOOR | 1 |  |
| DRUGS | 1 |  |
| TRESPASSING | 1 |  |
| SCHOOL SAFETY | 4 |  |
| LOST AND FOUND | 2 |  |
| ANIMAL | 1 |  |
| PROPERTY DAMAGE | 0 |  |
| FIRE CALL | 1 |  |
| WELFARE CHECK | 2 |  |
| TRAFFIC STOP  CRIME PREVENTION | 24  2 |  |
|  | 88 |  |

**16. Range update**

The range will be closed for the Cabbage Chuck. The numbers are up from 2022.

**17. Committee Reports**

Michaela Woodward introduced herself as the new Library Director. She reported that she has just been getting herself settled and getting things organized.

President James reported the current Library Board members.

**18. Village President-**

President James reported that there is a new document for residents who don’t need a building permit from the Village but still need to provide documentation that they contacted the DNR regarding wetlands and drainage.

James also read an email from Loren Dieck-Outagamie County Parks Department regarding the Neuton Blackmour trail. The county and the snowmobile clubs are looking at allowing snowmobiles to use the trail

When the other trails are closed. Loren is asking for the Boards thoughts on that. The only concern the Board has, are the people going off the trail.

It was also questioned when the end of life of the project is. The residents have been questioning how to go about allowing UTV and ATV on the trail.

**19. Clerk- PSC letter regarding rate increases**

Clerk Sweeney refreshed the Boards memory about the rate increases in 2018. At that time the utilities were in the negative at the end of every year so the Public Service Commission required the utilities to do a Conventional Rate Case study and increase the rates because they had not been raised in over 20 years.

The rate increase allowed the utilities to no longer end the year in the negative but with rising costs and equipment maintenance they are barely breaking even.

The PSC has now reviewed the last couple years end of year reports from the auditors and is requiring another rate case study. The suggest doing a simple case study for now to help the utilities while a conventional study is being done. That would mean a small increase right away and then the full increase in 9-12 months.

The auditors have agreed that this needs to be done.

**20. Finance Committee examination of bills & vouchers**

**M/S/P Schmoock/D. Van Straten to approve the bills as presented**

**21. Forthcoming Events**

NONE

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

**to address.**

Tracy Mielke asked why the siren at the fire hall goes off so much.

**23. Adjourn**

**With no further business to come before the Board meeting adjourned at 7:53 p.m.**

Posted and dated September 14, 2023

Laurie Sweeney, Village Clerk/Treasurer

The Shiocton Village Hall is accessible to the physically disadvantaged. If special accommodations for visually or hearing-impaired individuals are needed, please contact the Shiocton Clerk/Treasurer at 920-986-3415.