

# MINUTES OF THE TOWN OF WASHINGTON BIMONTHLY TOWN BOARD MEETING

May 1, 2008

A quorum being present Chrm. Hanson called to order the bimonthly Town Board meeting of the Washington Town Board at 7:00 p.m., on Thursday, May 1, 2008, at the Town Municipal Building, 5750 Old Town Hall Road.

Members Present: Thomas Hanson, Donald Perry, Michael Stacy, and Karen Tomesh

Staff Present: Kimberley Bunderson, Janelle Henning, and Micheal Peterson

Members/Staff Absent: George Losby

Minutes: Supv. Tomesh moved TO APPROVE THE MINUTES OF THE APRIL 17, 2008 BIMONTHLY TOWN BOARD MEETING. The motion was seconded by Supv. Stacy. Aye 4, Nay 0

Harvey Hite: Explained to the Board that he was unable to attend the rezoning hearing for his property and that a portion of information presented in the Eau Claire County Staff Recommendation report was in error as it pertains to soils.

Public Hearing:

Dan Green: Chrm. Hanson opened the public hearing for a rezoning request by Dan Green for a planned unit development to include two commercial buildings on one lot. The property is located at 6000 Arndt Lane which is between State Road 93 and Arndt Lane, about 200 feet south of Greenway Street.

Admr. Peterson reviewed the Eau Claire County Planning and Development Staff's recommendations which were to approve the request for the reason that the proposed planned unit development (PUD) is consistent with the requirements and the purpose of the zoning ordinance. The PUD meets the standards for conditional use permits.

No one spoke in opposition.

Supv. Perry moved TO APPROVE THE REQUEST OF DAN GREEN FOR A CONDITIONAL USE PERMIT FOR A PLANNED UNIT DEVELOPMENT TO INCLUDE TWO COMMERICAIL BUILDINGS ON ONE LOT. The motion was seconded by Supv. Tomesh.

Aye 4, Nay 0

Allen Briggs:

Chrm. Hanson opened the public hearing requested by Allen Briggs for an amendment to a conditional use permit (CUP1999-60) for a planned commercial development to add a hair salon in the existing building. The property is located at 3350 Horlacher Lane which is on the northeast side, about ¼ mile south of the intersection of Horlacher Lane and Hamilton Avenue, next to the Lowes Creek Little League Field.

Admr. Peterson reviewed the Eau Claire County Planning and Development Staff's recommendations which were to approve the request for the reason that the proposed planned commercial development meets the standards for conditional use permits and is consistent with the zoning ordinance.

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Allen Briggs Con't: No one spoke in opposition.

Supv. Tomesh moved TO APPROVE THE REQUEST OF ALLEN BRIGGS FOR A CONDITIONAL USE PERMIT FOR A PLANNED COMMERCIAL DEVELOPMENT TO ADD A HAIR SALON IN THE EXISTING BUILDING. The motion was seconded by Supv. Stacy.

Aye 4, Nay 0

Clerk/Treasurer's Report: Clerk/Treasurer Henning reported the open book has been scheduled for Tuesday, May 13, 2008 from 2 p.m. until 4 p.m. The Board of Review has been scheduled for Tuesday, June 3, 2008 from 4 p.m. until 6 p.m.

There are three pending annexations to the City of Altoona that have been brought forth since the annexation of Curt Manufacturing and JD Manufacturing. Additionally, there is another annexation pending with the City of Eau Claire in relation to former Unity Health Club.

Checks: Supv. Perry moved TO APPROVE CHECKS #18054 THROUGH #18070 TOTALING \$11,343.35. The motion was seconded by Supv. Tomesh.

Aye 4, Nay 0

Licenses: None.

Black Top Bids: Admr. Peterson presented a report by Fleming, Andre & Associates, Inc. of the blacktop bids received. Allied Blacktop Corporation was the lowest.

Supv. Stacy moved TO APPROVE THE LOWEST BLACK TOP BID OF \$290,231.58 BY ALLIED BLACKTOP CORPORATION. The motion was seconded by Supv. Perry. Aye 4, Nay 0

Bike Trail Snow Removal: Supv. Tomesh moved TO APPROVE SNOW REMOVAL OF BIKE TRAIL FROM FRIEDECK ROAD TO THE PLEASANT VALLEY/TOWN OF WASHINGTON BORDER. The motion was seconded by Supv. Stacy.

Aye 3, Nay 1

Administrator's Report: The Crew is done with the sweeping in the urban areas which has gone well with the new sweeper. Currently, the Crew is working on the road area with the sweep away broom.

Three parking tickets have been issued. The Town responded to one accident.

A new speed sign of 25 mph has been placed on Joanne Lane. Plus, a replacement sign was installed on Andrew Drive.

Old Town Hall Road will be closed during construction of the round-of-about on HWY 53. There will be a lane open at all times for emergency vehicles only.

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Clerk/Treasurer Job Description: Supv. Tomesh presented the proposed job description for the Clerk/Treasurer's position that was developed by Supv. Tomesh and Supv. Stacy as requested by the Board. Supv. Tomesh explained that the job description includes the State Statutory requirements and highlighted changes resulting from making the position appointed. The proposed job description specified the Clerk/Treasurer reports to the Administrator and designated a three year appointment term. The reporting structure and the appointment term were discussed at length.

Chrm. Hanson moved TO HAVE THE CLERK/TREASURER AND THE ADMINISTRATOR REPORT TO THE TOWN BOARD. Supv. Perry seconded the motion. After further discussion, Supv. Stacy moved the previous question and the Board agreed. The motion was denied.

Aye 1, Nay 3

Supv. Tomesh moved TO APPROVE THE CLERK/TREASURER JOB DESCRIPTION AS PRESENTED WITH THE CLERK/TREASURER REPORTING TO THE TOWN ADMINISTRATOR. The motion was seconded by Supv. Stacy.

Aye 4, Nay 0

Supv. Tomesh also distributed, as information, the proposed salary and benefit package for the Clerk/Treasurer position. She requested that Board review the information and it be placed on the next meeting's agenda.

Employee Vacation Time: Supv. Tomesh stated that this was currently a work in progress and requested postponing discussion until the review of the Employee Handbook which is scheduled to take place in July.

Chairman's Report: None.

Supervisor's Report: None.

Citizen's Input: None.

Future Zoning Requests: None.

Items for Next Meeting's Agenda: Clerk/Treasurer Position Salary and Benefit Proposal

Adjournment: Supv. Perry moved TO ADJOURN. The motion was seconded by Supv. Tomesh. The meeting adjourned at 8:50 p.m.

Aye 4, Nay 0

THE BOARD'S NEXT MEETING WILL BE THURSDAY, MAY 16, 2008, AT THE TOWN MUNICIPAL BUILDING, 5750 OLD TOWN HALL ROAD.

Kimberley Bunderson  
Administrative Assistant

Attendance: Mr. & Mrs. Allen Briggs, Dan Green, Harvey Hite, and Marlys Hite