

MINUTES OF THE TOWN OF WASHINGTON MONTHLY TOWN BOARD MEETING
February 21, 2019

Members Present: Micheal Peterson, Jane Mueller, Robert Solberg, Michael Stacy, Karen Tomesh

Staff Present: Janelle Henning, Jackie Vold

Members/Staff Absent: None

A quorum being present, Chrm. Peterson called to order the monthly Town Board meeting of the Washington Town Board at 5:00 p.m., on Thursday, February 20, 2019, at the Town Municipal Building, 5750 Old Town Hall Road.

Pledge of Allegiance

Minutes:

Supv. Stacy moved TO APPROVE THE MINUTES OF THE JANUARY 17, 2019 MONTHLY TOWN BOARD MEETING. The motion was seconded by Supv. Mueller.

Aye 4 Nye 0

Supv. Tomesh arrived at the meeting.

Public Hearing & Board Consideration to Adopt Ordinance 2019-02-21 to Amend Future Land Use Map Designation for Approximately 4.68 Acres from Rural Residential (RR) to Rural Commercial (RC) to Allow Rezoning of the Property to Highway Business District (C3) to Allow for Commercial Development on the Property Located on the South Side of Deerfield Road/CTH II – Request to Table Item to February 21, 2019:

Matt Michels, Senior Planner for Eau Claire County Planning & Development introduced the application and provided a PowerPoint presentation. This came before the Town of Washington Plan Commission in January and was recommended for approval. This request is to amend the Town of Washington Comprehensive Plan. The County would incorporate the amendment, if approved, in their Comprehensive Plan update that should be completed in 2020. He reviewed the location of the request which is adjacent to Hansen's Corner Store on CTH II. A traffic impact analysis was submitted to the County. The property does have wetlands that would not be disturbed. Staff recommends approval. Cody Filipczak, C&M Builders – Has built over 100 homes south of I94 and receives many requests for a restaurant and a coffee shop on the commercial property he owns. This location is a good fit for a restaurant. Potentially begin the residential portion of the property this fall.

Sean Bohan spoke regarding the traffic impact. There would be a 200 ft. turn lane coming into the site. Looking at a secondary access off of Talmadge.

Chrm. Peterson opened the public hearing. No one spoke in opposition or favor of the request. The office did not receive any calls regarding the request.

Chrm. Peterson closed the public hearing.

Supv. Mueller moved TO ADOPT ORDINANCE 2019-02-21 TO AMEND THE FUTURE LAND USE MAP DESIGNATION FOR APPROXIMATELY 4.68 ACRES FROM RURAL RESIDENTIAL (RR) TO RURAL COMMERCIAL (RC) TO ALLOW REZONING OF THE PROPERTY TO HIGHWAY BUSINESS DISTRICT (C3) TO ALLOW FOR COMMERCIAL DEVELOPMENT ON THE PROPERTY LOCATED ON THE SOUTH SIDE OF DEERFIELD ROAD/CTH II. The motion was seconded by Supv. Solberg.

Aye 5 Nye 0

Public Hearing & Board Consideration for a Conditional Use Permit from Jon Chapman to have a

Cottage Industry to Operate Glass Production and Education during the Off-Season of the Orchard at 130 Deerfield Road, Eau Claire:

Jared Grande, Land Use Supervisor for Eau Claire County Planning & Development introduced the application and provided a PowerPoint presentation. The property is 14.72 acres and is zoned A1. The request is to operate glass production, and retail store that is a part of the orchard, and offering classes for glass blowing and orchard care. Adjacent land uses are agricultural. Staff does recommend approval with the conditions outlined in their report. Any gathering of more than 20 people from the public onsite during the orchard off-season will require review from Planning & Development to determine if a Special Event permit from the County is required. The County is looking at issuing a 180 day temporary permit as they are working at bringing the building up to commercial code. If they do add on the septic system would be evaluated for the occupancy load. Admin. Henning reviewed four emails that the County received in favor of the request; one of which is a neighbor of the request.

Jon Chapman, indicated that 2018 was their first year open as an orchard and gift/gallery store and learned they are in need of permits to continue with the classes and services they are offering.

Chrm. Peterson opened the public hearing. No one spoke in favor or opposition.

Chrm. Peterson closed the public hearing.

Supv. Solberg moved TO APPROVE A CONDITIONAL USE PERMIT FOR JON CHAPMAN TO HAVE A COTTAGE INDUSTRY TO OPERATE GLASS PRODUCTION AND EDUCATION DURING THE OFF-SEASON OF THE ORCHARD AT 130 DEERFIELD ROAD, EAU CLAIRE. The motion was seconded by Supv. Tomesh.

Aye 5 Nye 0

The January 2019 Financial Statement was reviewed.

Checks:

Supv. Tomesh moved TO APPROVE CHECKS #027670 THROUGH #027733 FOR \$95,571.80. The motion was seconded by Supv. Stacy.

Aye 5 Nye 0

Licenses:

Supv. Mueller moved TO APPROVE THE BARTENDER LICENSE FOR LACEY R. ANGER, AND AMY A. HUO. The motion was seconded by Supv. Tomesh.

Aye 5 Nye 0

Supv. Tomesh moved TO APPROVE A "CLASS A" LIQUOR LICENSE FOR THE GLASS ORCHARD LLC; JONATHAN CHAPMAN, AGENT. The motion was seconded by Supv. Solberg.

Aye 5 Nye 0

Ordinance 2019-01-17 Planning Committee Amendment:

Admin. Henning reviewed the draft Ordinance 2019-01-17 with the Board. It clarifies duties and powers of the Town Plan Commission. It went before the Plan Commission in January and they recommended approval.

Supv. Solberg moved TO APPROVE ORDINANCE 2019-01-17 PLANNING COMMITTEE. The motion was seconded by Supv. Mueller.

Aye 5 Nye 0

Assigned Fund Transfers – 2018 Year End Transactions and 2019 Reserve Funding:

Admin. Henning reviewed the year end 2018 accounts that had funds leftover and a typically moved to our LGIP accounts we have set up. Due to our Cold Storage Building not being complete in 2018 some

of the money is recommended to be transferred into 2019 for that project. (See attached)
Supv. Tomesh moved TO APPROVE THE 2018 YEAR END TRANSFERS TOTALING \$109,657.00.
The motion was seconded by Supv. Stacy.

Aye 5 Nye 0

The 2019 Reserve Funding is in regards to our 2019 Operational Budget. This is to move money from our Operational Account to our Reserve Funding for projects approved by the Board for 2019.
Supv. Mueller moved TO APPROVE THE 2019 RESERVE FUNDING (SEE ATTACHED). The motion was seconded by Supv. Solberg.

Aye 5 Nye 0

2019 Budget Amendment:

Admin. Henning reviewed the budget amendment that is due to the Cold Storage Building not being completed in 2018; a portion of it will be done in 2019. The budget increase of \$23,000.00 will be to complete this project.

Supv. Solberg moved TO APPROVE THE 2019 BUDGET AMENDMENT (SEE ATTACHED). The motion was seconded by Supv. Tomesh.

Aye 5 Nye 0

Administrator's Report:

Tax collection concluded on February 7 – approximately 8.3 million was collected; which is down about \$360,000.00 from the year before.

Our 2018 Financial Audit is scheduled for March 4 & 5 by Baker Tilly.

Gasby 74 & 75 requirements – the preliminary study found that our liability is not material but it is not trivial. The auditor suggests that an actuarary study does not need to be done but the Board could make a disclosure in our Communication Letter acknowledging the liability.

Preparing to implement Badger Book (electronic poll books). They will be delivered soon and training will be done by staff and poll workers in preparation for the April 2 Election.

Spring newsletter is in production and will be sent out prior to the April Election.

Many snow events; operations are going well. The frequency, intensity and timing have been a strain on the department and the budget. We have exclusively been addressing a snowstorm or making room for additional snow the entire month of February. Many thanks to our Road Crew for their work.

ATV/UTV – Jon Johnson, Eau Claire County Highway Commissioner hosted a meeting with the towns, County and ATV Club. The Town and County are working together to formalize a process to bring these route requests forward. We reviewed applications that were submitted by the Club with Eau Claire County staff; due to high traffic areas, crossing over Hwy 53 and other urban complications the Club was informed of the issues and challenges and asked to find answers to these before any applications can be processed.

1 ticket issued for semi parked in RH District, 2909 Fairfax Street.

1 letter sent for plowing snow across the road, 4456 S Lowes Creek Road

1 letter sent for parking on road during snow event, 4351 Holum Road

Asked for assistance from Town of Brunswick regarding Brunswick residents plowing into the road on Holum Road which is leaving one lane for traffic.

Chairman's Report:

Recommended sending a letter from the Board as a thank you and appreciation for the Road Crew and office staff; along with a paid lunch for all their work this winter. The Board is in support.

Supervisor's Report:

Supv. Mueller received phone call from Amy Huo regarding concerns in applying for a liquor license.

Supv. Tomesh extended thanks to Admin. Henning for intervening with the Holum Road plowing issue

with Brunswick.

Citizens Input:

None

Future Zoning Requests:

None

Items for Next Meeting's Agenda:

None

Adjournment:

Supv. Tomesh moved TO ADJOURN. The meeting adjourned at 6:00 p.m.

THE BOARD'S NEXT MEETING WILL BE ON MARCH 21, 2019
AT 5:00 P.M. AT THE TOWN MUNICIPAL BUILDING, 5750 OLD TOWN HALL ROAD

Jackie Vold

Deputy Clerk/Administrative Assistant

Attendance: Matt Michels, Jared Grande, Cody Filipczak, Jon Chapman, Dawn Passineau, Scott Knepper, Sean Bohan