

TOWN OF WEST POINT

Pursuant to Wisconsin State Statute 19.84, the Town Board of the Town of West Point held their regular monthly meeting on Thursday, September 12, 2019 at the West Point Town Hall. The meeting was published in the Lodi Enterprise, the Sauk Prairie Star, posted in the three designated places in the Town and on the Town's website.

The Town Board meeting was called to order by Gordon Carncross-2nd Supervisor, at 7:00p.m. The Town Board members present were: Renee Nair-1st Supervisor, Gordon Carncross-2nd Supervisor, Karmin Enge-3rd Supervisor, and Matt Zeman-4th Supervisor. Also present were Taffy Buchanan-Town Clerk and Lonna Zeman - Town Treasurer. Absent was Ashley Nedeau-Owen-Town Chairman, (excused).

The Pledge of Allegiance was said.

A motion was made by Matt Zeman to approve the agenda as presented, 2nd by Karmin Enge – motion carried unanimously.

Citizen Input – None

Copies of the August 8, 2019 Town Board Meeting minutes and the August 29, 2019 Joint Meeting were emailed to each town board member prior to the meeting for their review. A motion was made by Renee Nair to approve the August 8, 2019 Town Board Meeting minutes with a revision, 2nd by Karmin Enge - yes 3, no 0, abstain 1 –motion carried. A motion was made by Karmin Enge to postpone the August 29, 2019 Joint Meeting minutes until the October meeting, 2nd by Renee Nair – motion carried unanimously.

Treasurer Lonna Zeman had prepared the following report: General Fund as of August 31, 2019 - \$617,382.96; Park Fund \$1,472.14; Historical Society is \$4,270.18; Ryan's Haven Escrow account is \$3,617.95, and Savannah Tree is \$1,667.81 is in a 1-year CD (matures 5/24/20). The Town Treasurer and Town Clerk reconciled the bank accounts for the month of August.

Correspondence – The Town received approved minutes from the Lodi Area EMS Commission and LAEMS Director's Report from the July 25, 2019 meeting. The Town received "draft" minutes from the Lodi Area Fire District Commission

from July 17, 2019. The Town received an email from Roberta Arnold, Okee, about parking for the Lodi Fire Department. Jeanie Sniff, Bayley Family Trust, emailed asking to come to a meeting to have an easement removed her land.

The bills were reviewed by each town board member prior to the town board meeting. A copy of the bills, deposits, budget for 2019 were given to each town board member for their information. A motion was made by Matt Zeman to take \$2,235.37 from 53311 Hwy Maint/Repair and put \$841.06 in 53313 Brushing and put \$1,394.31 in 53101 Engineer Roads, 2nd by Renee Nair – motion carried unanimously. A motion was made by Renee Nair to approve paying the bills as presented, 2nd by Karmin Enge - motion carried unanimously.

Reports:

Town Park Committee – no report

Lodi Fire Commission – no report

Sauk Fire District – Matt Zeman reported there will be a meeting Wednesday, September 18, 2019.

Plan Commission – Gordon Carncross reported the Plan Commission decisions made on the CSM for Paul Munz, the CUP for a TRH for John and Natalie Ferris and James Litton, and the adoption of Chapter 6 Land Division Ordinance.

Sauk EMS Committee – no report

Transfer Site Report – no report

Lodi EMS Committee – Karmin Enge reported the EMS looked at budgeting and talked about Health Insurance for the employees.

Open Space Committee – no report

Columbia County Report – no report

Fish, Crystal and Mud Lake District/Pumping – Dave Padley reported the Crystal Lake pump has been off because of the water quality.

Broadband Committee – Gordon Carncross reported the committee is ready to start testing.

The Town Board wanted Andy Zimmer, Town Engineer to get a price for putting in a culvert at road level on Schoepp Road. He did not have a price yet. A motion was made by Renee Nair to wait and hold off on getting prices until we hear back from the DNR, 2nd by Karmin Enge – motion carried unanimously. Nick Ganser, 9311 Mack Road, Sauk City, wanted to register his appearance but did not want to make a statement.

Van Ness Road should be completed next week. The Town Board let the Town Engineer know they would like to have the final bill by the October meeting.

Chrisler Road by the Transfer Site needs some re-ditching so the gravel does not keep washing out.

The Town reviewed a CSM for Paul Munz, N2196 State Road 188, Lodi, to combine Parcels #11040-43.01, #11040-43.N, #11040-43.N1, #11040-43.N2 and #11040-43.N3 and divide them into 2 lots. Paul Munz explained the proposed land combination and division. The driveway for both parcels would continue to have the shared driveway. The Town Attorney addressed some items he felt the Town should consider with the CSM. A motion was made by Karmin Enge to approve the CSM with the condition that all the items the Town Attorney stated in the email dated 9/5/19 are addressed before the Town Chair and Clerk sign the CSM and that the Town Board has not reviewed the driveway against the Section 12.23 standards and the Town Board preserves the right to act upon written complaint or its own motion to enforce the provisions of Section 12.23 with respect to the driveway at any time in the future, 2nd by Renee Nair – motion carried unanimously.

John & Natalie Ferris and James Litton are the owners of Lot 3 of the Condo Association, located at N2226 Rausch Road and would like a CUP for a Tourist Rooming House because they would like to rent it out a couple of times a year. There are 3 lots in the Condo Association and 3 acres which is held in common that includes the driveway and walkways. The Plan Commission recommended: that “Finding of Facts” criteria #1 be found satisfied with conditions and the conditions are: 1. All vehicles have designated parking areas that do not obstruct emergency vehicles; 2. The County determines the number of bedrooms, and sanitary system is adequate for the number of bedrooms; 3. The County clarifies

the acceptable number of occupants; 4. They require a security deposit of \$1,000.00 or more; criteria #2 be found satisfied with conditions and the conditions are: 1. The owner or agent be available on site within 30 minutes of complaints; 2. The adjacent owners and Town Clerk be provided with the contact name and number of the owner and agent; 3. The rental has to comply with the Condo's Bylaws and rental agreement; criteria #3 be found satisfied; criteria #4 be found satisfied; criteria #5 be found satisfied with conditions identified under Criteria #1; criteria #6 be found satisfied with conditions identified under Criteria #1; criteria #7 be found satisfied with conditions 1-17 listed on the County Report under "Items for Consider" which are: 1. The Conditional Use Permit is not transferrable to another owner; 2. Accessory structures shall not be used as habitable structures; 3. Pets are prohibited; 4. Establishment of quiet hours. Typical conditions include quiet hours between 10:00 pm and 8:00 am on weekdays and 11:00 pm and 8:00 am on weekends; 5. All fires shall be in a proper fire pit structure, and shall be extinguished during established quiet hours; 6. The use of fireworks shall be prohibited; 7. The use of firearms shall be prohibited. 8. Special events or parties shall be prohibited; 9. Parking must be provided on-site, with a maximum of 2 vehicles allowed; 10. Occupancy associated with the Tourist Rooming House shall be limited to 6 persons; 11. Provide the Planning and Zoning Department, Town Chair, Town Clerk and Town Constable with a 24-hour contact number; 12. A sign, no larger than 12" by 18", shall be placed near the primary entrance door with a 24-hour contact number in case of a complaint or emergency. If the owner does not live within one hour's drive of the tourist rooming house, there shall be a local contact person; 13. A state sales tax number must be obtained and provided to the Planning and Zoning Department; 14. Property must remain free from citation and charges for nuisance, disorderly conduct or other illegal activity; 15. Garbage and recycled materials shall be properly stored; 16. Owner's website or other advertising shall state there are conditions associated with this use; 17. The Planning and Zoning Department shall have the right of inspection for the purpose of determining compliance with this permit during normal working hours or upon reasonable notice outside of normal hours. The Plan Commission also recommended to recommend to Columbia County the Finding of Facts made by the Plan Commission and to vote in-favor of the CUP with conditions. A motion was made by Renee Nair to recommend to Columbia County the same Finding of Facts and conditions the Plan Commission recommend except that the security deposit be at least \$500.00 and that the property be rented only twice a year and each rental not be more than 29 days, 2nd by Matt Zeman – motion carried unanimously. A motion was made by Matt Zeman to recommend to Columbia County to approve the CUP for a Tourist

Rooming House be approved with conditions, 2nd by Renee Nair – motion carried unanimously.

A motion was made by Matt Zeman to move item #16 on the agenda up to item #13 because of the weather, 2nd by Renee Nair – motion carried unanimously.

Cheryl Fahrner, Columbia County Economic Development Corporation (CCEDC) gave a presentation about the CCEDC and what it does and the benefits of it. The CCEDC use to be funded 100% by Columbia County but now they are not. The CCEDC is making a request of the municipalities in Columbia County to help support the CCEDC.

The Plan Commission has worked on revising Chapter 6 Land Division of the Code of Ordinances. At the September 5, 2019 Plan Commission meeting a public hearing was held and the Plan Commission recommended approving the revised Chapter 6. A motion was made by Matt Zeman to set the Park Fee to be inserted in 6.17(E) (1) (c) at \$900.00, 2nd by Renee Nair – motion carried unanimously. A motion was made by Matt Zeman to approve the following minor revisions to the revised Chapter 6: page 6-49(f) Change 100ft to 75ft and 75ft to 50ft to match up with page 6-19(5); page 6-66(5) It says “fifty (30)” and should be “thirty (30)”; page 6-19(7) It says “to protect and Building” should be “to protect the Building”, 2nd by Renee Nair – motion carried unanimously. A motion was made by Renee Nair to adopt Resolution No. 9-12-19 A Resolution to Adopt Restated Chapter 6 of the Town of West Point Code of Ordinances, 2nd by Karmin Enge – A roll call vote was taken – motion carried unanimously.

A motion was made by Renee Nair to release the balance of the surety held for Ryan’s Haven Subdivision plus the accrued interest and minus the fee for the check from the bank, 2nd by Karmin Enge – motion carried unanimously. Gordon Carncross asked the Clerk to check which lots in the subdivision need to have the site plans approved by the Town Engineer.

The Board discussed a basketball court at Selwood Park. No action was taken on Selwood Park.

There are many upcoming workshops, conferences, and meetings, for the Town Board members to attend. They can either register their selves or ask the Clerk to register them.

The Board discussed “promenades” in the Town, no action was taken

The Town Chair and Clerk need to make revisions to Chapter 3 of the Code of Ordinance to incorporate the combination of the Open Space Committee and Park Committee into one Standing Committee.

The Town of Lodi, City of Lodi, and Town of West Point are in the process of revising the LAFD & LAEMS Intergovernmental Agreements. Matt Zeman is going to check with Sauk Prairie Ambulance what is the last day is to let them know if the Town intends to have them service all of West Point.

A motion was made by Matt Zeman to have the Town Chair take care of hiring and administrative duties with the Transfer Site employees, 2nd by Karmin Enge – motion carried unanimously.

Renee Nair, the Chair, and Clerk have to get together to work on the Emergency Response Plan.

The next regular town board meeting will be on Thursday, October 10, 2019 at 7:00pm, on the agenda is: Town roads, Emergency Response Plan, Lodi EMS Budget, Bayley Easement, Tax Newsletter, Lodi EMS and Fire contracts, set date to work on budget & Annual Meeting, and any other business that can be legally added to the agenda.

A motion was made by Karmin Enge to adjourn the September 12, 2019 Town Board meeting at 10:50pm, 2nd by Renee Nair – motion carried unanimously.

Respectfully Submitted By
Taffy Buchanan
Town Clerk

RESOLUTION NO. 9-12-19

**A RESOLUTION TO ADOPT RESTATED CHAPTER 6
OF THE TOWN OF WEST POINT CODE OF ORDINANCES**

WHEREAS, at the direction of the Town of West Point, Wisconsin, Town Board, the Town's Plan Commission has reviewed and recommended to the Town Board that Chapter 6 of the Town's Code of Ordinances be amended and restated in its entirety; and

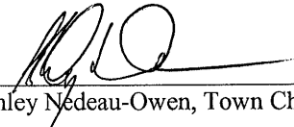
WHEREAS, the Plan Commission held a public hearing on the proposed restatement of Chapter 6 on September 5, 2019; and


WHEREAS, after taking into consideration the recommendation of the Plan Commission and the input of the public, the Town Board desires to adopt the restatement of Chapter 6;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of West Point hereby rescinds existing Chapter 6 of the Code of Ordinances and in its place adopts the restated Chapter 6-Land Division to be referred to and referenced as the Town's Land Division, Siting Criteria and Transfer of Residential Development Rights Regulations as part of the Town's Code of Ordinances;

BE IT FURTHER RESOLVED, that this Ordinance shall become effective upon the posting and publication of the Ordinance as required by law.

Resolution adopted this 12th day of September, 2019, by a vote of 4 Aye and 0 Nay.

By: 
Ashley Nedeau-Owen, Town Chair

Attest: 
Taffy Buchanan, Town Clerk

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