

VILLAGE OF BONDUEL  
PLAN COMMISSION/MUNICIPAL OPERATIONS MEETING  
MONDAY, NOVEMBER 25, 2019

Clerk Michelle Maroszek called the meeting to order at 6:00 p.m.

Maroszek read a statement regarding the posting of the meeting.

Maroszek asked for a nomination for chairperson to facilitate the meeting. Motion by Welch, second by Wenstadt, to nominate Lorbiecki to facilitate the meeting. Motion carried unanimously.

PRESENT: Renell Bartlett, Todd Lorbiecki, Steve Peterson, Mark Welch, Randy Wenstadt, Barb Wickman, and Robbie Woldt III. Excused: Russ Gehm, Troy Westcott

AGENDA: Motion by Welch, second by Bartlett, to approve agenda and to deviate from the order as necessary. Motion carried unanimously.

MINUTES. Motion by Wickman, second by Bartlett, to approve minutes from the October 21, 2019 Plan Commission/Municipal Operations meeting as presented. Motion carried Unanimously.

Motion by Wickman, second by Bartlett, to approve the minutes of the November 11, 2019 Ad Hoc Committee meeting as presented. Motion carried unanimously.

ACKNOWLEDGEMENT OF CITIZENS: Scott Schara, Town of Hartland Zoning Administrator

OPEN FORUM: Bartlett passed out a letter to the Commission from the Founder's Day Committee. The Founder's Day Event has incorporated and will no longer need to be under the Village. The group will carry their own event insurance and operator independently. The Founder's Day Event President is Renell Bartlett and Vice President is Barb Wickman.

G1. Hiring Zoning Administrator for 2020. Scott Schara, Town of Hartland Zoning Administrator, provided information on zoning administration services he provides to Hartland. Wickman and Lorbiecki explained the reasoning for investigating the idea of hiring a zoning administrator for the Village. With the Town of Hartland, Schara is an employee of the town and paid through payroll. Hartland's permit fees are much higher than the Village's current fees, and are used to cover Schara's wages. The Town fees were based on the cost of the Comprehensive Plan and the cost of Schara's services. Schara recommended that the Village check with Cedar Corporation or Ruckert-Mielke to see if their firms offer zoning services. A firm may be a better option for the Village. By consensus the Plan Commission agreed to move agenda item to the next meeting to discuss.

F1. Feedback on Bonduel Area Business meeting. Municipal Operations will be looking at a couple of the topics that were brought up in the business meeting. Overall the commission

thought the meeting was useful. Commission agreed to start planning earlier for the annual meeting with businesses. Maybe look at specific topics, or set up an ad hoc committee to look at direction of the meeting. By consensus the Plan Commission agreed to move agenda item to the next meeting to discuss.

F2. Ordinance 116 Mobile and Radio Broadcast Services. Ordinance 116 was created by the Ad Hoc Ordinance committee with recommendations from Ken Jaworski, Cedar Corporation. This ordinance addresses cell tower regulations and permits. Motion by Wickman, second by Bartlett, to recommend to the Board the creation of Ordinance 116 Mobile and Radio Broadcast services. Motion carried unanimously.

F3. Telecommunication Land Use Permit Application/Checklist. In working on the creation of Ordinance 116, the Ad Hoc Committee came across an application and checklist for telecommunication land use. The committee has modified the application to meet the Village's needs. Motion by Wickman, second by Woldt to recommend to the Board to adopt the Telecommunication Land Use Permit Application and checklist. Motion carried unanimously.

F5. Ordinance 115 Zoning Code Sections. Motion by Wickman, second by Bartlett, to recommend to the Board to repeal and recreate Ordinance 115 Zoning Code Sections 115-1 to 11 and 115-14 to 31, with noted changes. Motion carried unanimously.

F4. Building Permit Fee Schedule to include Telecommunication fees. Motion by Bartlett, second by Welch, to recommend to the Board to add the new cell tower fees to the municipal fee schedule. Motion carried unanimously.

F6. Permitted and Conditional Zoning Code Checklist and Requirements. Wickman presented the checklist created by the Ad Hoc Ordinance Committee. Motion by Wickman, second by Bartlett, to recommend to the Board the approval of the checklist and requirements. Motion carried unanimously.

G5. Closed Session. Motion by Bartlett, second by Wickman, to move to closed session for approximately five minutes to discuss possible business development. Inviting Clerk, Maroszek to attend. [Pursuant to Wis. State Statutes, Chapter 19, General Duties of Public Officials, subchapter V, 19.85 exemptions (1)(e) [Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.] Roll call vote was taken. Motion carried unanimously. Commission moved to closed session at 8:04 p.m.

Motion by Bartlett, second by Wickman, to return to open session. Roll call vote was taken. Motion carried unanimously. Commission returned to open session at 8:24 p.m.

Motion by Wickman, second by Bartlett, to adjourn. Motion carried unanimously. Meeting adjourned at 8:25 p.m.

Respectfully submitted, Michelle Maroszek, Clerk/Treasurer