

**REGULAR TOWN BOARD MEETING  
JANUARY 12, 2009**

Chairman Leair called the meeting to order at 7:00 p.m. Present were Supervisors Reid, Ross, Morris and Schmittinger; Planner Herrmann and Clerk Whitmore.

Names were drawn for placement on the April ballot for Town Supervisor by Leair – 1<sup>st</sup>, Jeff Schmittinger and 2<sup>nd</sup> James M. Morris.

**Discussion/action – Minutes to be approved –**

**Special Town Board Meeting of 11-20-08** – Reid made motion to approve, Ross seconded, motion carried with Morris abstaining. **Regular Town Board Meeting of 12-8-08** – Morris made motion to approve, Ross seconded, motion carried with Leair abstaining.

**Monthly report from Wales-Genesee Fire Chief Greg Jezak**

Jezak had another meeting and will try to stop later this evening. Board members were copied with the monthly report.

**Discussion/action – Noise complaint regarding the Dave Muglia property, W305 S5064 Hwy. 83 – John Minnich**

Minnich was present and stated he has meet with Muglia on ways to alleviate the noise. They have agreed Muglia will be cutting wood for his own use, about 6 hours a week, and that no cut wood would leave the property. Muglia stated he will take his splitter to the Boy Scouts property and split it there; he stated the meeting went fine and they may have to meet again to work out a few things.

**Discussion/action – Request to amend the Planners condition #2 dated 5-19-08 on certified survey map proposal – Robert Rowlands**

Rowlands had told Herrmann he would not be present if it snowed. Herrmann asked this be removed from the agenda until he has time to discuss several options with Mr. Rowlands.

**Discussion/action – Request for extension for final plat for Kettle Ridge Farms**

Herrmann told the Board Tom McAdams is asking for an extension to March 31, 2009, the plat was ready and signed by the state, the county would not sign as the surveyor had not made corrections requested, he hopes to have everything corrected and signed by the end of March. Morris made motion to extend the date for the final plat to March 31, 2009, Ross seconded, motion carried unanimously.

**Discussion/action – Request to lower letter of credit – Kettle Ridge Farms**

Leair read a letter from Robert Gassert recommending reduction of the letter of credit for Kettle Ridge Farms to \$82,104.00. Schmittinger made motion to approve the request of Kettle Ridge Farms to reduce the letter of credit to \$82,104.00, Morris seconded, motion carried unanimously.

**Discussion/action – Request to use town road for 13<sup>th</sup> annual KM 5K Run/walk on 10-10-09 – Kettle Moraine School District**

Discussion of the request to close Cregennan Bae on October 10, 2009 for the 13<sup>th</sup> annual KM 5K Run/walk. Whitmore reported there have been no complaints in the past. Ross made motion to approve the request to close Cregennan Bae on October 10th for the KM 5 K Run/walk held by the Kettle Moraine School District. Reid seconded, motion carried unanimously.

**Discussion/action – Appointment to Joint Fire Board**

Bazzetta will continue serving on the board until we find someone to replace him.

**Discussion/action – Resolution 09-1R – Town of Genesee Charges and Fee Schedule**

Whitmore went over the changes on the fee schedule, the Planner fee changed from \$78.50/hour to \$81/hour, the public site fees will be changed at the rate of inflation which will be published on January 16<sup>th</sup>. Park fee changes per the Park Board are shelter house rental rate of \$100.00 for residents to \$125.00; non-residents from \$250.00 to \$300.00; field rental for practice and game time for non-town residents from \$15.00 to \$20.00 per hour and 1 staff person for non-resident sponsor from \$120.00 to \$150.00 per day; discussion. Morris made motion to approve Resolution 09-1R Charge and Fee Schedule, that the public site fee be based on the rate of inflation rate as established by the state, Ross seconded, motion carried unanimously.

WAUKESHA COUNTY

TOWN OF GENESEE

STATE OF WISCONSIN

**RESOLUTION 09-1R**

**A RESOLUTION  
TO ADOPT THE CHARGES AND FEE SCHEDULE  
FOR THE TOWN OF GENESEE**

BE IT RESOLVED BY THE Town Board of the Town of Genesee, Waukesha County, Wisconsin That certain fees described by ordinances of the Town of Genesee are hereby established in the amounts described herein:

**Charges & Fees****Town Hall**

Hall rental	100.00
Security deposit	50.00

**Dogs**

Dog license	10.00	spayed/neutered
	15.00	male/female
	5.00	late fee-after March 31st
Hobby kennel	25.00	plus license fees PUBLIC HEARING Required
Commercial kennel	35.00	

**Liquor Licenses**

Operator's permits	25.00	1 year permit
Cigarette license	30.00	
Class "A" Beer	25.00	
Class "A" Liquor	325.00	
Class "B" Beer	100.00	
Class "B" Liquor	325.00	
"Class C" Wine	100.00	
Picnic & Wine	10.00	per day
Publication fee	25.00	must be paid at submittal

## **REGULAR TOWN BOARD**

### **Certified Surveys &**

### **Subdivisions**

#### Preliminary Plats & CSM

Clerical Fees	100.00	CSM
	200.00	Plat

#### Professional Fees

Planner	81.00	per hour
Attorney		Time & Expense
Engineer		Time & Expense

#### Final Submittals - plats

Public Site Fee		per single family unit
		per multi-family unit
		studio/1 bedroom

Clerical fee	75.00
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Professional fees	as above
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Re-submittals (plats & CSM)	75.00	per submittal
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Occupancy Bond	1,900.00
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<b>Culvert Application</b>	110.00
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<b>Cul de sac length</b>	75.00	special exception
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### **Holding Tank Permits**

Residential	150.00
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Business - Holding tank	0.06	per gal
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Grease tank	0.15	per gal
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<b>Solicitor/Peddlers Permit</b>	35.00
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<b>Voter Registration List</b>	50.00
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### **Miscellaneous**

Copies - black/white	0.25	a copy
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color	1.00	a copy
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Special Assessment Letters	20.00
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	25.00	walk-in & Faxed
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Town road map	2.00	plus tax .10
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Land Division & Development	19.00	plus tax .97
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Waukesha County zoning code	27.00	plus tax 1.38
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Waukesha County Shoreland/Floodland	10.50	plus tax .54
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Satellite dish public hearing	35.00
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Faxed copies	2.00	1 <sup>st</sup> Page
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	1.00	add'l pages
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Returned checks	30.00
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### **Park & Recreation Fees**

Shelter House

**REGULAR TOWN BOARD**

Resident		125.00	plus tax 6.38
Non-resident		300.00	plus tax 15.30
Youth Sports			
Soccer/Ball		33.00	Child
		50.00	Late sign-up
Adult Leagues		50.00	a team
Field Rentals			
Practice time - town		15.00	per hour
non-town		20.00	per hour
Game's - town		15.00	per hour plus field prep.
non-town		20.00	per hours plus field prep.
Field Preparation		20.00	soccer
		30.00	ball
		50.00	hardball
<b><u>Tournaments</u></b>			
<b>Town Leagues</b>			
1 staff person		120.00	a day
additional staff		15.00	per hour
Diamond/Field use		10.00	per hour
Bond		350.00	
Dumpster Fee		280.00	
Shelter House Fees			
Town Park	per day	125.00	plus tax 6.38; 2 fields & 1 kitchen
Sunset Park	per day	250.00	plus tax 12.75; 4 fields & 2 kitchens
<b>Non-Town Leagues</b>			
1 staff person		150.00	a day
additional person		20.00	per hour
Diamond/Field use		23.00	per hour
Bond		500.00	
Dumpster fee		280.00	
Shelter House Fees			
Town Park	per day	300.00	plus tax 15.30; 2 fields & 1 kitchen
Sunset Park	per day	600.00	plus tax 30.60; 4 fields & 2 kitchens

This resolution shall take effect immediately upon passage and posting as provided by law.

Dated this \_\_\_\_\_ day of January, 2009.

TOWN OF GENESEE  
\_SHARON L. LEAIR\_\_\_\_\_  
Sharon L. Leair, Chairman

ATTEST:  
\_BARBARA A. WHITMORE\_\_\_\_\_  
Barbara A. Whitmore, Clerk

**Discussion/action – Resolution 09-2R Combining Wards, Primary Election on 2-17-09**

Whitmore told the Board she would like to combine all 10 wards into one reporting unit for the February 17<sup>th</sup> Primary as it will be a small election and it would save the town money as we will only need three election works rather than 12, discussion. Ross made motion to approve Resolution 09-2R Combining Wards for the Primary Election on February 17, 2009, Morris seconded, motion carried unanimously.

STATE OF WISCONSIN      TOWN OF GENESEE      WAUKESHA COUNTY

**RESOLUTION 09-2R  
COMBINING WARDS FOR  
PRIMARY ELECTION on FEBRUARY 17, 2009**

WHEREAS, Section 5.15 (6)(b) of the Wisconsin Statutes provides that a municipality having a population of less than 35,000 may combine by resolution, two or more of the wards for voting purposes to facilitate using a common polling place and returns shall be maintained only for each group of combine wards, and

WHEREAS, the Town of Genesee has a population of less than 35,000 and had been divided into 10wards for election purposes pursuant to Resolution 01-9R passed and adopted on July 9, 2001.

NOW, THERFORE BE IT RESOLVED by the Town Board that:

For the Primary Election of February 17, 2009, the following wards shall be combined –

Wards 1, 2, 3, 4, 5, 6, 7 8, 9 and 10 shall be combined

Returns shall be maintained only for this group of combined wards of said election.

Passed and adopted by the Town Board of the Town of Genesee, Waukesha County, Wisconsin this \_\_\_\_ day of January, 2009.

BY THE TOWN BOARD

\_\_\_\_SHARON L. LEAIR\_\_\_\_\_  
Sharon L. Leair, Chairman

ATTEST:

\_\_\_\_BARBARA A. WHITMORE\_\_\_\_

Barbara A. Whitmore, Clerk

**Discussion/action – Policy for Town Truck Use**

Discussion of the proposed policy, several suggestions were made to the policy including adding a “Wisconsin” driver’s license to number 1; adding a line regarding periodic review of driving records to check on the insurability of the driver by our insurance company; in any accident where anyone has to go to the hospital by

ambulance we reserve the right to require drug testing. Herrmann will add the changes to the policy and send it on to Attorney Macy for review, then place it on an upcoming agenda for action.

**Discussion/action – Garbage billing refund for tax key number 1491.021**

Discussion of the garbage billing on tax key 1491.021, this has been billed as a two family unit since at least 2000, the owner is now deceased and her daughter questioned the amount on the tax bill. Schmittinger made motion to refund this year and last year's excess charge for Mary Kovac, sending a letter with the check that signing of the check is acceptance of the compensation. Ross seconded, motion carried unanimously.

**Discussion/action – Proposed changes at STH 83 and CTH "X"**

Herrmann gave board members a copy of a map showing the proposed cul-de-sac along CTH "X" and the options for the Anderson driveway, discussion. Herrmann will be meeting with the state again to get more information regarding the proposals; he also wants the land deeded to the town not just the jurisdiction of maintenance.

**Discussion/action – Request for Operator's permits**

Ross made motion to approve the new permit for Jodie Howard at InCahoots subject to payment of fee, Morris seconded, motion carried unanimously.

**Discussion/action – 2009 Holiday Schedule**

Discussion of schedule to close the town hall in 2009. Morris made motion to approve the schedule as presented, Reid seconded, motion carried with Schmittinger voting no.

**Holiday Schedule 2009**

New Years Day	Jan. 1
Good Friday	April 10 – noon
Memorial Day	May 25
Independence Day	July 3
Labor Day	Sept. 7
Thanksgiving Day	Nov. 26
Thanksgiving Friday	Nov 28 <sup>7</sup>
Christmas Eve Day	Dec. 24
Christmas Day	Dec. 25
New Years Eve	Dec. 31

**Set dates for discussion –**

**Bids, Contracts and Public Works Supervisor and Fire Contract with North Prairie**

It was decided to have one meeting for these issues, if needed, another meeting will be scheduled. The meeting will be held on Wednesday, February 4<sup>th</sup> at 6:30 pm.

**Smart Growth Meeting**

The date for the Smart Growth Meeting will be Wednesday, February 11<sup>th</sup>, Plan Commissioner members will be contacted to be sure the date will work.

**Monthly report from Wales-Genesee Fire Chief Greg Jezak**

Jezak reported there were a total of 29 calls in the month of December, with a grand total of 371 for the year up about 4% from the 357 calls in 2007.

The chief told the Board of a complaint received by the department regarding the response time on an ambulance run, the run was on the day of a major snowstorm, the call was dispatched at 8:13 am, it came into

the dispatch center at 8:09 am, those two items were the reason for the slower response time. The chief is meeting with the family member to show them the information he has received regarding this call and a letter from the County Dispatch Center explaining the reason for the slow dispatch of the call and the discipline of that employee, discussion. Leair felt a letter should be sent to the County Dispatch from the Joint Board, Village and Town asking for an explanation and letting them know we are not happy about the delay in dispatching this call.

Jezak also told the board he was very proud of the department and neighboring departments; they have responded to six house fire calls in the last 30 days; residents will be able to move back into their homes after repairs, the structures were saved.

### **Reports –**

#### **Chairman – Sharon Leair**

Leair reminded the Board the Waukesha County unit of the Wisconsin Towns Association will be January 28<sup>th</sup> at the Town of Mukwonago.

Discussion of the list received from the Wales-Genesee Fire Department of businesses in the Town and Village of Wales that have not put in a Knox Box.

#### **Administrator/Planner – Jeff Herrmann**

##### Update on FEMA filing

Herrmann reported all the paper work has been sent in, we are waiting for the checks, and the filing for Point Drive will be done after the work is done this spring.

#### **Roads – Jim Morris**

##### Snow and Ice Control contract

Discussion of the billing received for December 2008, the final cost for the year was \$649,659.99, which is \$399,659.99 over budget.

#### **Clerk – Barb Whitmore**

##### Update on paint and carpet proposal

Whitmore reported we have one proposal for the carpet and painting bid, but would like more, did anyone else have any suggestions of who to contact. Schmittinger suggested RPS Construction and Ford Construction. Also to contact Milwaukee NARI and ask who they would recommend, getting a list of contractors from them.

#### **Treasurer – Carol McCormick**

##### Update on 2008 property tax collection

McCormick reported the January settlement checks have to be received by the 15<sup>th</sup>; we have collected a little over 50% of the taxes due.

##### Update on 2007 unpaid personal property taxes

McCormick had nothing new to report

##### Discussion/action on American Energy 2007 unpaid personal property tax bill

Schmittinger made motion to write off the 2007 American Energy unpaid personal property tax bill, Ross seconded, motion carried unanimously.

**Discussion/action – Bills to be presented**

Whitmore asked two checks be added to the list one to Waukesha County for \$1,772.23 the other to the Wales-Genesee Joint Fire Board for \$129,546.51. Schmittinger made motion to approve the bills as presented with the additional checks for \$1,772.23 and \$129,546.51, Ross seconded, motion carried

Schmittinger will contact someone to do an analysis of the heat flow in the town hall building.

**Correspondence**

Leair asked the Park Board review the letter for the Office of Community Development regarding the Community Block Grant application for 2009.

Whitmore reported Congressman Sensenbrenner will hold office hours here on Thursday, February 5<sup>th</sup> at 10 am.

Schmittinger made motion to adjourn, Ross seconded, motion carried unanimously. Meeting adjourned at 8:50 p.m.

Respectfully submitted,

Barbara A. Whitmore, WCMC  
Town Clerk