

REGULAR TOWN BOARD MEETING, December 19, 2018

The regular meeting of the Town Board of the Town of St. Croix Falls was called to order by Chairman Frank Behning at 6:00 p.m. on Wednesday, December 19, 2018, at the Town Hall. Proper notice was given as the agenda was posted at the town hall and on the town's website on December 14, 2018. The Pledge of Allegiance was said. Present by roll call were Chairman Frank Behning, supervisors Katie Appel, Sharon Kelly and Gary Koecher. Supervisor Mike Dorsey was absent. Also present were town treasurer Maxine Spiess, town clerk Janet Krueger, zoning administrator Jim Alt, public works employee Steve Jacobs and legal counsel Adam Jarchow. Others in attendance were Mark Adams, Joyce McKenzie, Dale Wester, Rick Wester and Jim Lumsden. Kelly/Koecher **moved** to approve the agenda; **motion carried**. Kelly/Koecher **moved** to approve the minutes as printed for the November 20, 2018, town board meeting; **motion carried**.

No public comment was had.

Committee, Commission and Employee Reports: Ms. Spiess gave the treasurer's report. Ms. Spiess stated tax collection has begun. Receipts for the period ending November 30, 2018, amounted to \$13,295.31, cash balance on November 30, 2018, was \$279,163.59. Appel/Koecher **moved** to receive the treasurer's report; **motion carried**. Mr. Jacobs gave the highway report. Mr. Jacobs stated the tractor is down until parts arrive; thirty-six miles of road ditches have been mowed with the exception of Fairgrounds and 210th Street; mowing the back slopes will begin if weather permits and crops are off enabling access to the back slopes; training of part-time help will continue when snow comes and time has been spent cutting trees. Ms. Krueger presented the clerk's report. Koecher/Kelly **moved** to approve payment of vouchers 18-296 through 18-319 amounting to \$20,843.11; **motion carried** on a unanimous roll-call vote, 4-0. Mr. Alt gave the zoning administration report and stated he has received some calls from property owners regarding their abandoned signs; an application has been received for a commercial design guidelines plan review; and a land use permit application was received where set back averaging could have potentially been used, however, due to the existing language very few situations exist where the set back averaging would apply. Consensus was to have the plan commission review the set back averaging language with consideration of the counties set back averaging language. The building inspection report was received. There were no supervisor or chairman reports.

New Business: Discussion was had with property owners regarding the town's policy on mowing road ditches and the need to eliminate the cultivation and planting in the road right-of-ways. A resolution establishing the date, time and location for the 2019 caucus was introduced. Appel/Koecher **moved** to adopt Resolution 18-42 setting the date, time and location for the 2019 caucus; **motion carried** on a unanimous roll-call vote, 4-0.

Resolution 18-42

A RESOLUTION SETTING THE DATE, TIME, AND LOCATION OF THE 2019 TOWN CAUCUS FOR THE TOWN OF ST. CROIX FALLS.

WHEREAS, the Town of St. Croix Falls uses the caucus method of nominating candidates to be placed on the 2019 Spring Election ballot, and

WHEREAS, Wisconsin Statutes requires the Town Board between December 1 and January 1 preceding this election to set the date, time, and location of the caucus and that the date set for the caucus be no sooner than January 2 and no later than January 21.

THEREFORE BE IT RESOLVED, that the 2019 caucus to nominate candidates for the 2019 Spring Election be held as follows:

Day:
Date: January 16, 2019
Time: 7:00 p.m.
Town Hall

Kelly/Appel **moved** to adopt Resolution 18-43 amending the town's fee schedule effective January 1, 2019; **motion carried** on a unanimous roll-call vote, 4-0.

Resolution 18-43

A RESOLUTION AMENDING THE SCHEDULE OF FEES
FOR THE TOWN OF ST. CROIX FALLS

WHEREAS the Town Board for the Town of St. Croix Falls has village powers under Section 60.10(2)(c), Stats., that grants police powers as set forth in Section 61.34(1), Stats., to act for the good order of the Town, for its commercial benefit and for the health, safety, and welfare of the public; and

WHEREAS the Town Board on March 16, 2011, by means of Resolution 11-05 did adopt an ordinance entitled "Fee Ordinance for the Town of St. Croix Falls"; and

WHEREAS the Town Board wishes to act in good order for the health, safety, and welfare of the public by establishing a schedule of fees.

THEREFORE BE IT RESOLVED that the Town Board of the Town of St. Croix Falls, Polk County, Wisconsin, does hereby create a fee schedule entitled:

SECTION 1 – Fees

The following Fees are established for use with permits, licenses, etc. issued in accordance with ORDINANCE No. 11-03 Relating to Fees for the Town of St. Croix Falls.

All fees are due at the time of application unless otherwise noted.

<u>Ordinance Title or Category</u>	<u>Permit, Application, or Procedure</u>	<u>Fee</u>
Zoning Ordinance	Land Use Permit	\$50
	Sign Permit	\$25
	Special Exception Application	\$250 \$250 Fee for an additional Public Hearing because Applicant failed to appear at the originally scheduled Hearing.
	Variance Application	\$250
	Zoning Map Amendment (re-zone)	\$250
	Request for special meeting of Town Board or Plan Commission	\$250 per meeting
	Building Permit	\$50 at the time of the application, remainder of the fee when the permit is signed for.
Building Code Ordinance #11-11	Building Permit Fees: New One- and Two-Family Dwellings Sheds, Structures, Additions & Alterations *Valuation is based on the Cost Table published by the ICG	
	Total Valuation	Fee (subject to minimums below)
	up to \$2000	\$15 plus \$1.67 per \$100 over \$500
	\$2,001 to \$25,000	\$40 plus \$7.60 per \$1000 over \$2000
	\$25,001 to \$50,000	\$215 plus \$4.20 per \$1000 over \$25,000
	\$50,001 to \$100,000	\$320 plus \$3.20 per \$1000 over \$50,000
	\$100,001 to \$500,000	\$480 plus \$2.42 per \$1000 over \$100,000
	\$500,001 to \$1,000,000	\$1450 plus \$2.15 per \$1000 over \$500,000
	over \$1,000,000	\$2525 plus \$1.38 per \$1000 over \$1,000,000
	All fractions are charged at the full incremental rate.	
	\$450.00 = \$.20 per square foot (square foot total is based on all finished space, unfinished space and attached structures that are part	

	<i>of the submitted plan such as an attached garage, deck or porch).</i>
<i>Residential Additions</i>	<i>\$200.00 + \$.20 per square foot (square foot total is based on all finished space, unfinished space and attached structures that are part of the submitted plan such as an attached garage, deck or porch). Any addition over 800 square feet shall follow new home fees.</i>
<i>Residential Alterations</i>	<i>\$50.00 + \$7.00 per \$1,000.00, or fraction thereof, of cost (Building cost per RS Means costs).</i>
<i>Manufactured Homes</i>	<i>Permanent Foundation - \$375.00:</i>
<i>Commercial & Industrial - New</i>	<i>\$600.00 + \$.20 per square foot on the first 10,000 square feet of space and \$.10 per square foot on any remaining finished space, all unfinished space, and all attached structures that are part of the submitted plan such as an attached garage, deck or porch.</i>
<i>Commercial & Industrial - Additions</i>	<i>\$400.00 + \$.20 per square foot on the first 10,000 square feet of space and \$.10 per square foot on any remaining finished space, all unfinished space, and all attached structures that are part of the submitted plan such as an attached garage, deck or porch.</i>
<i>Commercial & Industrial – Alterations</i>	<i>\$100.00 + \$7.00 per \$1,000.00, or fraction thereof, of cost (Building cost per RS Means) up to \$500,000 and \$4 per \$1000.00 over \$500,000.00</i>
<i>Footing & Foundation Permit</i>	<i>\$100.00 Flat Fee</i>
<i>WI State UDC Seal</i>	<i>\$35.00 (or current state fee)</i>
<i>Plan Review</i>	<i>10% of permit cost</i>
<i>Erosion Control</i>	<i>\$100.00 for projects disturbing more than 1,000 square feet of land and all new one and two family dwellings.</i>
<i>Renewal Fee</i>	<i>Half the original permit fee (minimum \$50.00; maximum \$250.00).</i>

<i>Starting without a permit</i>	<i>Permit fee is doubled.</i>
<i>Decks</i>	<i>\$100.00</i>
<i>Porches & Gazebos</i>	<i>\$100.00</i>
<i>Pools that require a building permit</i>	<i>\$180.00</i>
<i>Sign - Electrical only.</i>	<i>\$50.00</i>
<i>Fireplaces</i>	<i>\$100.00</i>
<i>Electrical/Gas Service Inspections</i>	<i>\$100.00 if not part of another permit.</i>
<i>Repairs</i>	<i>See Additions & Alterations above.</i>
<i>Re-Inspection Fee</i>	<i>\$100.00 for re-inspection over two inspection trips.</i>
<i>Other Inspections</i>	<i>\$50.00 per hour.</i>
<i>Move or Raze</i>	<i>\$100.00</i>
<i>Minor repairs and alterations costing less than \$2,500.00, which do not change occupancy, area, structural strength, fire protections, exits, natural light or ventilation</i>	<i>No Charge or Permit Required</i>
<i>Residing; re-roofing - repair or replacement of an external roof surface, including without limitation: shingles, metal roofing, tiles or rubber membrane; finishing of interior surfaces; and installation of cabinetry. Any structural repair to a roof or replacement of trusses or sheeting requires building permit.</i>	<i>No Charge or Permit Required</i>
<i>No Permit Required for Re-Siding, Re-Shingling, Replacing same size windows or Cabinets.</i>	
<i>Other Inspection Fees:</i>	
<i>For items not covered by the square footage valuation, Fee will be based on contractor cost.</i>	
<i>Plan Review</i>	<i>15% of plan fee</i>
<i>Additional plan review from changes and additions</i>	<i>\$50</i>

	Inspection outside normal business hrs	\$50
	Reinspection	\$50
	Inspection with no specified category	\$50
	Erosion control permit	\$50
	State UDC Seal	\$30 (or current fee)
	Administrative Fee	20% of Permit Fee, Maximum \$50
Driveway Ordinance	Driveway Permit	\$75
Subdivision Ordinance	Plan Commission Hearing Fee for Preliminary and Final Plat	\$100 for each hearing, due before hearing is scheduled
	Minor Subdivision Review Fees	1 lot, \$500, 2 or more lots \$750, plus a \$50 per lot Town administrative fee
	Major Subdivision Review Fees	Concept Plan Review \$500 Preliminary Plat Review \$1000 plus \$25 per lot Final Plat Review \$300
	Parkland Dedication (major or minor subdivision)	\$350 per lot created
	Map Updating Fee (for any subdivision or change of lot lines)	\$50 per lot created or changed
Temporary Vendor Ordinance	Temporary Vendor Permit	\$5
Fire Inspection Cooperation	Inspection Fees	First Inspection: Written Request to Comply Second Inspection: \$50 Fee Subsequent Inspections: \$50
Regulation of Motor Vehicle Races & Other Motor Vehicle Performance Events	Race Track/Event License	\$100
Licenses (yearly unless otherwise noted)	Liquor Licenses / Beer Licenses	According to Chapter 125 WI Statutes (2009-2010)
	Cigarette & Tobacco License	According to Chapter 134.65 WI Statutes (2009-2010)
	Operators Licenses (bartenders license)	According to Chapter xxx WI Statutes (2009-2010)

	Pawn Shop	According to Chapter 134.71 WI Statutes (2009-2010)
	Secondhand Article Dealer	According to Chapter 134.71 WI Statutes (2009-2010)
	Secondhand Jewelry Dealer	According to Chapter 134.71 WI Statutes (2009-2010)
	Secondhand Article Dealer Mall or Flea Market License	According to Chapter 134.71 WI Statutes (2009-2010)
	Dog License	\$5 if spayed or neutered, \$10 if not spayed or neutered. \$50 for a kennel license (12 dogs), \$5 a dog for every dog more than 12.
	Sexually Orientated Business License	\$250 Original and renewal
Miscellaneous Fees	Copies	\$.25 per page
	Public Notices (For notices not included in application fees for zoning requests).	\$25
	Audio Files	\$5

BE IT FURTHER RESOLVED that this schedule replaces any past fee schedules and shall become effective January 1, 2019.

An ordinance amending the town's zoning ordinance was introduced and the first reading was had. Discussion was had on the enforcement of the town's animal ordinance in regards to barking dogs. The animal humane officer will be notified that barking dog complaints are to be referred to the town chairman. The board was informed that ownership of the old 200th Street road bed is unclear potentially eliminating the possibility of moving the town's property line east to the existing location of 200th Street. Consensus of the town board was to request an estimate for the cost of a legal description creating a new lot between the old road bed and existing road bed of 200th Street. Chairman Behning has been in contact with Lakeland Communications regarding utility installation along 160th Avenue and the potential inability to meet the town's utility policy set back due to existing terrain. Appel/Koecher **moved** to allow Lakeland Communications to install utilities outside of the town's utility policy specifications along 160th Avenue from State Road 87 east to Sunshine Street; **motion carried**. Chairman Behning stated additional gravel has been added to 170th Avenue. An invoice was received from Polk County Land & Water Resources Department for the 170th Avenue project. Kelly/Appel **moved** to deny payment to Polk County Land & Water for Phase II "Construction and Inspection of the 170th Avenue Project" and "DNR Stormwater Permit"; **motion carried**. Appel/Koecher **moved** to approve the purchase of training materials for the Local Land Use, Planning and Zoning teleconference series; **motion carried** on a unanimous roll-call vote, 4-0.

No closing public comment was had.

Next town board meeting is scheduled for January 16, 2019. Future agenda items: Consider ordinance language for condemning or deeming a structure unlivable/inhabitable; Discussion on potential water solutions with the city; and Adopt Election Contingency Plan.

There being no further business, Koecher/Appel **moved** to adjourn the meeting; **motion carried** and the meeting was adjourned at 7:39 p.m.

Minutes prepared by Janet Krueger, town clerk.