

REGULAR TOWN BOARD MEETING, July 21, 2021

The regular meeting of the Town Board of the Town of St. Croix Falls was called to order by Chairman Mike Dorsey at 6:00 p.m. on Wednesday, July 21, 2021, at the Town Hall. Proper notice was given as the agenda was posted at the town hall and on the town's website July 16, 2021. The Pledge of Allegiance was said. Present by roll call were Chairman Mike Dorsey, supervisors Will Bergmann, Jeremy Hall and Sharon Kelly. Absent was supervisor Katie Appel. Also present were town treasurer Maxine Waddick, town clerk Janet Krueger, public works employee Steve Jacobs and legal counsel Adam Jarchow. Others in attendance were Mark Adams, Steve Palmer and Kyle Yunker. Hall/Bergmann **moved** to approve the agenda; **motion carried**. Kelly/Bergmann **moved** to approve the minutes as printed for the June 16, 2021, town board meeting; **motion carried**.

Public comment: Steve Palmer addressed the process being made at 1982 and 1984 US Highway 8 and hopes the town has not set precedence for noncompliance.

Committee, Commission and Employee Reports: Ms. Waddick presented the treasurer's report. Receipts for the period ending June 30, 2021, amounted to \$91,837.87, cash balance on June 30, 2021, was \$558,367.45. Bergmann/Kelly **moved** to receive the treasurer's report; **motion carried**. Mr. Jacobs gave the highway report. Mr. Jacobs stated a concrete pad for salt and sand would cost approximately \$4,800 and the concrete bollards are approximately \$70 each. Ms. Krueger presented the clerks report. Kelly/Bergmann **moved** to adopt Resolution 21-30 amending the 2021 budget; **motion carried** on a unanimous roll-call vote, 4-0.

Resolution 21-30

A RESOLUTION TO AMEND THE 2021 BUDGET FOR THE TOWN OF ST. CROIX FALLS

WHEREAS the Town Board approved installation of natural gas at the Town Hall/Shop facility: and

WHEREAS the anticipated expense exceeds the amount budgeted in the General Public Building Outlay and Highway Building Outlay accounts.

THEREFORE BE IT RESOLVED by the Town Board of the Town of St. Croix Falls, Polk County, Wisconsin, that the sum of two thousand, five hundred dollars (\$2,500.00) is hereby transferred from the Contingency account of which one thousand, two hundred – fifty dollars (\$1,250.00) will go to the General Public Building Outlay account and one thousand, two hundred – fifty dollars (\$1,250.00) will go to the Highway Building Outlay account.

Bergmann/Hall **moved** to approve payment of vouchers 21-147 through 21-174 amounting to \$25,583.99; **motion carried** on a unanimous roll-call vote, 4-0. The 2021 year to date budget summaries were reviewed. The building permit/building inspection log was reviewed. The zoning administrator report was presented by Chairman Dorsey. Supervisor Kelly updated that there has been progress with Polk County on the resolution removing zoning districts from shoreland area in zoned towns. The resolution is anticipated to go before committee in September.

New Business: Chairman Dorsey presented a special exception request for a food shop at 1982 US Highway 8 and stated the plan commission had recommended the

town board table due to noncompliance issues with the commercial design guidelines. Bergmann/Kelly **moved** to table the special exception until the completion of the commercial design plans and the guidelines are met; **motion carried** on a unanimous roll-call vote, 4-0.

The approved commercial design plans for 1982 and 1984 US Highway 8 were reviewed. A letter will be drafted by legal counsel and the clerk informing the property owner and the special exception applicant that a building permit needs to be obtained, if required, for the work done in the portion of the building being used by the special exception applicant; completion of the building permit for the exterior of the 1982 US Highway 8 commercial building; and completion of the design plans for 1982 and 1984 US Highway 8 by September 8, 2021. Chairman Dorsey will be the contact for any questions.

The second reading on amendments to the zoning ordinance was had. Hall/Kelly **moved** to approve Resolution 21-32 adopting Ordinance 21-02 amending Zoning Ordinance No. 1; **motion carried** on a unanimous roll-call vote, 4-0.

Resolution 21-32

A RESOLUTION ADOPTING ORDINANCE 21-02 AMENDING ZONING ORDINANCE No. 1

WHEREAS the Town Board of 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 of St. Croix Falls adopted Zoning Ordinance No. 1 on August 5, 1965, amended in its entirety on May 12, 1994 and subsequent amendments including the amendments on March 20, 2001; January 16, 2008; February 18, 2009; May 20, 2009; October 21, 2009; March 17, 2010; April 21, 2010; August 18, 2010; March 16, 2011; April 20, 2011; October 19, 2011; November 16, 2011; August 21, 2013; March 18, 2015; March 15, 2017; June 20, 2018; October 17, 2018; January 16, 2019; March 20, 2019; October 16, 2019; December 16, 2020; and

WHEREAS the Town Board of the Town of St. Croix Falls deems it advisable and necessary to amend Zoning Ordinance No. 1, Chapter II – Definitions with the addition for “mobile storage containers” and Chapter III – General Zoning with the addition of Section E regulating mobile storage containers; and

WHEREAS the Plan Commission of the Town of St. Croix Falls held a public hearing on the proposed amendments on July 14, 2021, the first reading of the proposed amendments was held on June 16, 2021, and a second reading was held on July 21, 2021.

THEREFORE BE IT RESOLVED that the Town Board of the Town of St. Croix Falls, Polk County, Wisconsin, does approve Ordinance 21-02 amending Zoning Ordinance No. 1; Chapter II with the definition of “mobile storage containers” and Chapter III with a new Section E regulating mobile storage containers; and

BE IT FURTHER RESOLVED that the Town Board of the Town of St. Croix Falls hereby petitions the Polk County Board of Supervisors to concur and ratify the amendments; and

BE IT FURTHER RESOLVED that Ordinance 21-02 become effective upon passage and publication and/or posting according to Wisconsin State Statute and approval of Polk County Board of Supervisors.

Ordinance 21-02

AMENDING ZONING ORDINANCE No. 1 ENTITLED “TOWN ZONING ORDINANCE”

ORDINANCE 21-02

Section 1: Purpose

The purpose of this ordinance is to amend Chapter II – Definitions with the addition of: **Mobile Storage Containers – A portable storage unit which includes but is not limited to: cargo containers and shipping containers. Mobile homes, manufactured homes, recreational vehicles, truck boxes, truck trailers and train cars shall not be used as mobile storage containers.**

And amend Chapter III – General Zoning with the addition of:

Section E. Mobile Storage Containers

1. Before any mobile storage container is placed in the Town of St. Croix Falls a permit shall be required. The zoning administrator shall be responsible for the issuance of such permits.
2. Mobile storage containers are permitted as an accessory use in the Commercial, Agricultural, Transitional, and Industrial Districts provided the following conditions are met:
 - a. In the Commercial, Agricultural, Transitional and Industrial Districts, one mobile storage container per parcel shall be allowed with the permit described in Section E. 1 and if the applicant desires more than one mobile storage container per parcel, the request shall come before the Town Board for consideration and possible approval. All new permitted mobile storage containers in the Commercial, Agricultural, Transitional and Industrial Districts shall be screened from public view and consistent in color with the buildings on the parcel and placed behind buildings when possible.
 - b. In the Commercial and Industrial District, placement of mobile storage containers will be approved while reviewing the site plan during the Commercial Design Guideline process, if applicable.
3. Except for mobile storage containers subject to a special exception, all mobile storage containers in the Town existing on July 21, 2021 which have not obtained a permit shall be allowed to remain in place until August 1, 2026. The mobile storage containers are not allowed to be replaced during this time frame unless a permit is granted and all regulations above are met.

Section 2: Effective Date

This ordinance shall take effect from and after its passage, Polk County Board of Supervisors approval and legal publication.

Kelly/Bergmann **moved** to approve Resolution 21-33 amending the Schedule of Fees; **motion carried** on a unanimous roll-call vote, 4-0.

Resolution 21-33

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 Fee 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.
	Mobile Storage Container Permit	\$50
Building Code Ordinance #11-11	Building Permit Fees: New One- and Two-Family Dwellings	\$450.00 = \$.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).

Residential Additions	<p>\$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.</p>
Residential Alterations	<p>\$50.00 + \$7.00 per \$1,000.00, or fraction thereof, of cost (Building cost per RS Means costs).</p>
Manufactured Homes	<p>Permanent Foundation - \$375.00:</p>
Commercial & Industrial - New	<p>\$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.</p>
Commercial & Industrial - Additions	<p>\$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.</p>
Commercial & Industrial - Alterations	<p>\$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</p>

Footing & Foundation Permit	\$100.00 Flat Fee
WI State UDC Seal	\$35.00 (or current state fee)
Plan Review	10% of permit cost
Erosion Control	\$100.00 for projects disturbing more than 1,000 square feet of land and all new one and two family dwellings.
Renewal Fee	Half the original permit fee (minimum \$50.00; maximum \$250.00).
Starting without a permit	Permit fee is doubled.
Decks	\$100.00
Porches & Gazebos	\$100.00
Pools that require a building permit	\$180.00
Sign - Electrical only.	\$50.00
Fireplaces	\$100.00
Electrical/Gas Service Inspections	\$100.00 if not part of another permit.
Repairs	See Additions & Alterations above.
Re-Inspection Fee	\$100.00 for re-inspection over two inspection trips.
Other Inspections	\$50.00 per hour.
Move or Raze	\$100.00

	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	No Charge or Permit Required
	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.	No Charge or Permit Required
	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
Event Permit Ordinance	Event Permit	\$50
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 upon passage and posting thereof.

Kelly/Bergmann **moved** to adopt Resolution 21-34 approving additional operator licenses for the year ending June 30, 2022; **motion carried** on a unanimous roll-call vote, 4-0.

Resolution 21-34

A RESOLUTION APPROVING ADDITIONAL OPERATOR LICENSES FOR THE YEAR ENDING JUNE 30, 2022

WHEREAS the individuals listed below have made application to the Town Clerk requesting an operator's license pursuant to Sections 125.32(2) and 125.68(2) of the Wisconsin Statutes for the year ending June 30, 2022, and

WHEREAS the applications appear to be complete and the required fee has been paid;

THEREFORE BE IT RESOLVED that the Town Board of the Town of St. Croix Falls does approve and grant operator's licenses to:

Asp, Kaitlin Rene 142d Belmont St, Osceola, WI 54020, 2022-55

Hatten, Tereasa Louise 8793 375th St, North Branch, MN 55056, 2022-56

Taylor, Jasmine Jenny 306 State Road 35, Osceola, WI 54020, 2022-57

BE IT FURTHER RESOLVED that the Town Clerk be authorized to issue the licenses as the case may be.

Bids for additional road work were reviewed. Bergmann/Kelly **moved** to approve the Monarch bid for pulverizing and paving with warm mix asphalt 140th Avenue from 200th Street to State Road 35N in the amount of \$129,581.08; and pulverizing and paving with warm mix asphalt Fairgrounds Road from 210th Street to 200th Street in the amount of \$154,386.45; **motion carried** on a unanimous roll-call vote, 4-0. Supervisor Kelly presented a draft of a survey she is working on for the comprehensive plan.

A special town meeting is scheduled for July 27, 2021, 6:00 p.m. to consider purchase of real estate and discussion on the zoning administrator position.

The next regular town board meeting is scheduled for August 18, 2021, at 6:00 p.m. There being no further business, Kelly/Bergmann **moved** to adjourn the meeting; **motion carried** and the meeting was adjourned at 7:25 p.m.

Minutes prepared by Janet Krueger, town clerk.