Town of Rome
Nekoosa, WI 54457
www.romewi.com

TOWN OF ROME BOARD MEETING MINUTES

THURSDAY, APRIL 18, 2024 - ROME MUNICIPAL BUILDING

1. Call to Order

   Chairwoman Lori Djumadi called the meeting to order at 8:47 p.m.

2. Roll Call

   Present: Chairwoman Lori Djumadi; Supervisors Cheryl Evenson, Tom Gabriel, Jacki Koll, and Dan Minter; also present: Interim Administrator Jason Lauby, Clerk/Treasurer Melissa Rhodes, and Attorney Nicholas Flanagan

3. Certify Posting of Meeting

   Melissa Rhodes certified that on, Tuesday, April 16, 2024, the Agenda for the Town of Rome Board meeting for Thursday, April 18, 2024 was posted at:

Posted at the Rome Town Hall	*2:25 p.m.*
Posted at Kwik Trip, LLC	*2:45 p.m.*
Posted at Nekoosa Port Edwards State Bank	*2:35 p.m.*
Emailed to the Wisconsin Rapids Tribune	*2:50 p.m.*

4. Approve the Agenda

   Motion by Minter/Koll to approve the agenda as presented. Motion carried.

5. Pledge of Allegiance

6. Citizen Comments – During the Citizen Comment period of the agenda the Town Board welcomes comments from any town resident, not a member of the Town Board, on any item not on the agenda. Please know that pursuant to State law the Board cannot engage in conversation with you but may ask questions. The Board may refer the item to staff, a standing committee or a future board agenda for discussion and action. Each person wishing to speak will have up to 3 minutes to speak. Speakers are asked to submit a card to the Clerk/Treasurer providing their name, address and topic for discussion

   The board will also take comment from the public on agenda items as called by the Chair, but not during Citizen Comment. Please note that once the board begins discussion on an agenda item no further comment will be allowed from the public on that issue

   No citizen comments.

NO ACTION CONTEMPLATED EXCEPT POSSIBLE REFERRAL TO FUTURE AGENDA:

7. Information Updates, Meeting Recaps, Recent Correspondence, Current Events, Announcements

   Supervisor Koll:
   - *Signup up for the First Annual Dash for the Dogs to be held on May 25th at Up North Brewing Company. All proceeds benefit the Rome Police Department's future K9 Unit. Register at* www.visitromewi.com.

8. Department and Committee Reports

□ Administration	□ Rome Police Department
□ EMS District/Lifestar	□ Rome Public Works Department
□ Lester Public Library of Rome	□ Rome Water Utility and Utility Committee
□ Parks Committee	□ Community Development Authority
□ Police and Fire Commission	□ Visit Rome, WI
□ Rome Fire Department	□ Zoning Department

DISCUSS AND POSSIBLE ACTION ON THE FOLLOWING ITEMS:

9. Discussion and action – Approval of the April 4, 2024 meeting minutes

   Motion by Koll/Minter to approve the April 4, 2024 minutes. Motion carried.

10. Discussion and action – Checks, Vouchers, Receipts and Journal Entries - approve checks #46270 – 46349 totaling $405,208.23; Auto-payments totaling $235,086.17; State / Social Security / Medicare / Withholdings totaling $32,122.55; Payroll Vouchers V21781 – V21913 totaling $89,273.07 and checks 21667 - 21669 totaling $138.51; Receipts #25431 - 25490 totaling $45,885.59

    Motion by Minter/Gabriel to approve the checks, vouchers, receipts and journal entries as presented. Motion carried.

11. Discussion and action – Town Board Member Committee Appointments

    a. Utilities Commission (1) Tom Gabriel
    b. Plan Commission (1) Tom Gabriel
    c. Tri-Lakes Management District (1) ~~Cheryl Evenson~~ Tom Gabriel
    d. Parks and Recreation (2) Dan Minter, Cheryl Evenson
    e. Visit Rome (1) Jacki Koll

    Supervisor Evenson will not be able to accept the Tri-Lakes Management District appointment due to a scheduling conflict. Tom Gabriel will fill the seat.

    Motion by Minter/Evenson to approve the above Town Board Member Committee Appointments with substituting Tom Gabriel for Cheryl Evenson on the Tri-Lakes Management District Committee. Motion carried.

12. Discussion and possible action – Authorize for sale of the following Town owned vehicles: 1991 Spartan (old engine 601) minimum bid $ 6,000, sale of a 2017 Ford Police Interceptor minimum bid $ 4,000.00, sale of a 2017 Dodge Charger minimum bid $ 3,000.

Interim Administrator Jason Lauby stated that these items will be listed on Wisconsin Surplus. The 1991 Spartan was already listed but the minimum bid that was set by the Board at that time was not met. The squad cars usually get more than the minimum bid listed.

Motion by Koll/Evenson to authorize for sale of the following Town owned vehicles: 1991 Spartan (old engine 601) minimum bid $ 6,000, sale of a 2017 Ford Police Interceptor minimum bid $ 4,000.00, sale of a 2017 Dodge Charger minimum bid $3,000. Motion carried.

13. Discussion and possible action – Approval of Ordinance No. 24-03; Recommendation from the Plan Commission regarding consideration of proposed amendment to Chapter 360 (Zoning), Article III, General Regulations, 360-10 Accessory uses and structures, regarding canopies

    Attorney Nicholas Flanagan stated that this item was considered at the April 9th Plan Commission meeting where a public hearing was held and was then recommended for approval by the Plan Commission. When this ordinance was originally changed, it deleted a section that allowed for a more permanent placement of event tents or canopies. The proposed changes would allow for these in the Business District with the requirements of a zoning permit or building permit based on the size.

    Motion by Djumadi/Evenson for the approval of Ordinance No. 24 - 03; Recommendation from the Plan Commission regarding consideration of proposed amendment to Chapter 360 (Zoning), Article III, General Regulations, 360-10 Accessory uses and structures, regarding canopies with the addition of no fees to the businesses.

    Discussion was had regarding fire inspections and how long these structures should be allowed to remain up.

    Dan Lilja – 1692 N Aurora Ln – Spoke regarding event tents.

    Motion carried with Koll opposed.

14. Discussion and possible action – Approval of recommendation from the Plan Commission regarding consideration of Sign Permit to locate a 4.3’ x 6.2’ off premise sign at intersection of Alpine Drive and Geneva Trail for Rome Town Center

    Motion by Gabriel/Koll for the approval of recommendation from the Plan Commission regarding consideration of a Sign Permit for a 4.3’ x 6.2’ off premise sign at the intersection of Alpine Drive and Geneva Trail for Rome Town Center. Motion carried.

15. Discussion and possible action – Approval of recommendation from the Plan Commission regarding consideration of a Site Plan/Plan of Operation for Kent Schneider (KMC Tucks LLC) d/b/a Cal’s Corner, to construct a seating area/addition at 382 State Road 13, also described as Lot 76 of Canterbury Addition to Lake Sherwood located in SW ¼, SE ¼, Section 17, Town 20N, Range 06E, Town of Rome, Adams County, WI, with a parcel number of 030-01951-0000

    Attorney Nicholas Flanagan stated that this item was considered at the April 9, 2024 Plan Commission meeting where a public hearing was held and then was recommended for approval with the following conditions in the Finding of Facts:

a. *Exterior colors and finishes, and samples of room materials and exterior to be brought to Zoning for review and brought to Plan Commission for update.*
b. *A Paving plan of 18 months from time of approval at Town Board to paving parking lot and to be brought to Zoning for review and brought to Plan Commission for update.*
c. *Portable sign removed from parking lot.*
d. *Building elevations and roof pitch to be brought to Zoning for review and brought to Plan Commission for update.*
e. *Follow new business plan and business design plan.*

Motion by Gabriel/Evenson for the approval of recommendation from the Plan Commission regarding consideration of a Site Plan/Plan of Operation for Kent Schneider (KMC Tucks LLC) d/b/a Cal's Corner, to construct a seating area/addition at 382 State Road 13, also described as Lot 76 of Canterbury Addition to Lake Sherwood located in SW ¼, SE ¼, Section 17, Town 20N, Range 06E, Town of Rome, Adams County, WI, with a parcel number of 030-01951-0000 with conditions in the Finding of Facts. Motion carried.

16. Discussion and possible action – Approval of Ordinance No. 24 - 04; Recommendation from the Plan Commission regarding consideration of a proposed Zoning Map amendment from R-4 (Rural Residence District) to R-2 (One- and Two-Family and Manufactured Dwelling Residence District) relating to a .5-acre portion of land, being part of parcel 030-00747-0010, also described as Lot 1, CSM 1729, located in the SW1/4, SW1/4 Section 12, Town 20N, Range 06E, Town of Rome, Adams County, WI

    Attorney Nicholas Flanagan stated that this relates to the rezoning of a .5-acre portion of a 23.29-acre parent parcel which is zoned R4. The owner of the parcel to the north of this area, which is zoned R2, are in the process of purchasing this part of the parcel and desire to then combine the parcels into a 1.5-acre parcel. There can't be a split zoned parcel so the .5-acre parcel will need to be rezoned to R2. This portion of the parent parcel crosses the section line and this would clean up our comp plan map and section lines.

    This was presented at the April 9, 2024 Plan Commission meeting at which a hearing was held and then recommended for approval with the condition in the Findings of Facts of re-zone being effective once the CSM is approved.

    Motion by Minter/Evenson for the approval of Ordinance No. 24 – 04; Recommendation from the Plan Commission regarding consideration of a proposed Zoning Map amendment from R-4 (Rural Residence District) to R-2 (One- and Two-Family and Manufactured Dwelling Residence District) relating to a .5-acre portion of land, being part of parcel 030-00747-0010, also described as Lot 1, CSM 1729, located in the SW1/4, SW1/4 Section 12, Town 20N, Range 06E, Town of Rome, Adams County, WI with the conditions in the Findings of Facts. Motion carried.

17. Discussion and possible action – Approval of recommendation from the Plan Commission regarding consideration of a Preliminary Plat for Sedge Village South, to be located on a 29.16-acre parcel owned by Sedge Village, LLC, described as follows: Lot 26, 27, and 28, Sedge Village, Document No. 572728, and Part of the NW ¼ and the NE ¼ of the SW ¼ and the NW ¼ of the SE ¼, all in Section 26, Town 20N, Range 5E, Town of Rome, Adams County, WI

    Attorney Nicholas Flanagan stated that this was reviewed internally and then by the Plan Commission at the April 9, 2024 Plan Commission meeting in which a public hearing was held after which there was a recommendation to approve.

Motion by Minter/Koll for the approval of the recommendation from the Plan Commission regarding consideration of a Preliminary Plat for Sedge Village South, to be located on a 29.16-acre parcel owned by Sedge Village, LLC, described as follows: Lot 26, 27, and 28, Sedge Village, Document No. 572728, and Part of the NW ¼ and the NE ¼ of the SW ¼ and the NW ¼ of the SE ¼, all in Section 26, Town 20N, Range 5E, Town of Rome, Adams County, WI. Motion carried.

18. Discussion and possible action – Approval of recommendation from the Plan Commission regarding consideration of a site plan/plan of operation for Barnum Bay Beach and Marina, LLC for the property located on Archer Ln., also described as Lot 1 CSM 4670, located in Government Lot 2 of Section 28, Town 20N, Range 05E, Town of Rome, Adams County, WI with a parcel number of 030-00408-0015

Attorney Nicholas Flanagan stated that Barnum Bay Beach and Marina submitted a Site Plan/Plan of Operation for the operation of a campground at a 6.38-acre parcel located on Archer Lane. At the February 21, 2024 meeting, Plan Commission approved the applicant's Conditional Use permit with 14 conditions. At the March 12, 2024 Plan Commission meeting, the Site Plan/Plan of Operation was reviewed and set for another review at the April 9, 2024 meeting. A campground permit must be obtained from the Wisconsin Department of Safety and Professional Services per Wis. Statute. A hearing was held at the April 9, 2024 Plan Commission meeting where a recommendation for approval was made with the conditions in the Findings of Facts below:

a) *Applicant must provide approval of all relevant stormwater to DNR specifications and approved by Adams County and the DNR before able to proceed with the campground development.*

The following citizens commented on the proposed campground:

- *Ed Jelnick – 545 Barnum Bay Trail*
- *Jerry Iverson – 1711 Archer Lane*
- *Dan Lilja – 1692 N Aurora Ln*
- *Mark Anderson – Barnum Bay Beach and Marina owner*
- *Sherry Iverson – 1722 Archer Lane*
- *Julie Owczynsky – 975 Pines Court*

Discussion was had regarding the septic plan and stormwater approval.

Motion by Djumadi/Evenson for the approval of recommendation from the Plan Commission regarding consideration of a site plan and plan of operation for Barnum Bay Beach and Marina, LLC for the property located on Archer Ln., also described as Lot 1 CSM 4670, located in Government Lot 2 of Section 28, Town 20N, Range 05E, Town of Rome, Adams County, WI with a parcel number of 030-00408-0015.

Motion carried by roll call vote: Evenson - Yes, Minter - Yes, Djumadi - Yes, Koll - No, Gabriel – No.

19. Discussion and possible action – Vendor fee for businesses issuing camping permits for the Town

Interim Administrator Jason Lauby stated that Pritzl's Trading Post used to sell camping permits and we gave them a portion of the fee. The time staff has to put into this process is money losing for the Town. Interim Administrator Lauby requested to bring back this service to allow camping businesses and sports shop to sell camping permits and give them $3.00 of each permit fee.

Tim Mitchel – Rome Outdoors – Asked how much time is involved in processing the permits and he would like to be the sole provider.

Motion by Koll/Evenson for a $3.00 vendor fee for businesses issuing camping permits for the Town with the vendors to be determined by the Town Administrator. Motion carried.

20. Discussion and possible action – Contract with Lexipol Policies for local government policy

Interim Administrator Jason Lauby stated that, at the recommendation of the audit that will be reviewed on May 2, 2024, the Department Heads have no standard operating policies. Our Labor attorney also looked over the General Town Polices and made recommendations. The Police and Fire Departments already use Lexipol and they've come out with a new product for General Government Employees.

Motion by Gabriel/Koll to contract with Lexipol Policies for local government policy at a cost of $3,448.80 and to use any remaining ARPA funds to pay for this. Motion carried.

21. Discussion and possible action – Approval of Ordinance No. 24-05; Amendment to Chapter 72 (Officers and Employees), Section 72-3 Municipal Judge

Attorney Nicholas Flanagan stated that there were no candidates on the Spring Ballot for the Municipal Judge so the Town does not have an elected Municipal Judge. Per Town ordinance, a Judge must be licensed to practice in the State of Wisconsin and be an adult resident of the Town. We have a couple options. One is to remove the requirement to be a licensed attorney or attorney all together leaving to be an adult resident of the Town. The other option would be that the Judge has to be a State of Wisconsin Attorney, which could be a retired attorney. This was reviewed with the District Court and they are comfortable with this language.

Motion by Minter/Evenson for the approval of Ordinance No. 24-05; Amendment to Chapter 72 (Officers and Employees), Section 72-3 Municipal Judge removing the provision of license to practice law and insert the word must be a Wisconsin attorney and adult resident of the Town. Motion carried.

22. Discussion and possible action – Discussion of options for municipal judge and possible appointment of municipal judge

Attorney Nicholas Flanagan stated that the Town has a vacancy in the Office of Municipal Judge. This is a 4-year term. A letter was received from the current Municipal Judge, Mark D. Thibodeau. A compensation agreement is needed with whomever is appointed.

Discussion was had regarding if the current Municipal Judge would fit the criteria.

Motion by Koll/Gabriel to appoint Mark D. Thibodeau for Municipal Judge for a 4-year term continuing at the expiration of his term in May. Motion carried.

23. Discussion only – Board members two top goals and ideas to accomplish the goals

Chairwoman Djumadi asked the Supervisors to bring this to the next meeting.

DATES AND ITEMS FOR FUTURE AGENDA/MEETINGS

24. Next agenda items

25. Next meeting date and time

Thursday, May 2, 2024 at 3:00 p.m. - Informational Board Meeting
Thursday, May 2, 2023 - Regular Board meeting to follow Informational Board Meeting

ADJOURNMENT

Chairwoman Djumadi adjourned the meeting at 10:12 p.m.

Respectfully Submitted,
Melissa Rhodes
Clerk/Treasurer