TOWN OF ROME BOARD MEETING MINUTES

THURSDAY, MAY 16, 2024 4:30 P.M.

1. Call to Order

   Chairwoman Lori Djumadi called the meeting to order at 4:30 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 Wednesday, May 15, 2024, the Agenda for the Town of Rome Board meeting for Thursday, May 16, 2024 was posted at:

Posted at the Rome Town Hall	*9:55 a.m.*
Posted at Kwik Trip, LLC	*11:20 a.m.*
Posted at Nekoosa Port Edwards State Bank	*11:15 a.m.*
Emailed to the Wisconsin Rapids Tribune	*10:02 a.m.*

4. Approve the Agenda

   Motion by Evenson/Koll to approve the agenda. Motion amended by Evenson/Koll to approve the agenda with the addition of moving items 9 and 10 prior to item 6. Motion carried.

5. Pledge of Allegiance

6. The Town Board may enter into closed session pursuant to Wis. Stat. Section 19.85(1)(c) of the Wisconsin Statutes "Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility": Water Utility Office Manager/Accountant and for the purpose of reviewing applications received for Zoning Administrator

   Motion at 4:33 by Minter/Koll to enter into closed session pursuant to Wis. Stat. Section 19.85(1)(c) of the Wisconsin Statutes "Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility": Water Utility Office Manager/Accountant and for the purpose of reviewing applications received for Zoning Administrator. Motion carried by unanimous roll call vote.

   Attorney Nicholas Flanagan and Interim Administrator Jason Lauby joined the Board in closed session.

7. The Town Board reserves the right to reconvene into open session as authorized by Wis. Stat. Section 19.85(2) to possibly take action from the closed session and continue with agenda.

   Motion at 4:58 by Minter/Evenson to reconvene into open session as authorized by Wis. Stat. Section 19.85(2) to possibly take action from the closed session and continue with agenda. Motion carried by unanimous roll call vote.

   Motion by Minter/Koll to authorize Interim Administrator Jason Lauby to extend an interview opportunity to the candidate selected in closed session for the Zoning Administrator position and the interview is to be conducted by Interim Administrator Lauby, Attorney Nicholas Flanagan and Chris Swarts of Public Administration Associates. Motion carried.

   Motion by Minter/Koll to authorize Interim Administrator Jason Lauby to extend an offer to the current Water Works Utility Office Manager Robbie Schaub-Ruemler that in addition to her Rome Water Utility duties, to be the Interim Finance Director for the Town of Rome. Motion Carried.

8. 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

   Statement from Chairwoman Lori Djumadi:
   At our last meeting, we went a little bit long and we had some interaction between the people. It's apparent that people and topics are getting more divisive than ever. It's impacting us so much, our community and our world. It's affecting our meetings and it's time to revisit some basic rules of decorum and sincerely think about how we interact with one another. We can all improve. It's my role and the boards role to maintain decorum as stated in our citizen comment section of the agendas and in our Town ordinance. That's minding our minutes on how many people are able to speak and how long that goes on and our interactions and how we treat one another. I will do my best to follow these rules and expect the same from our Board and Committee members, those in our employment and our attendees. How we treat one another and how we interact is a reflection on all of us and this great town of ours. We are blessed to be part of this vibrant community which means something different to everyone and we can all strive to be better. Thank you.

   No citizen comments.

NO ACTION CONTEMPLATED EXCEPT POSSIBLE REFERRAL TO FUTURE AGENDA:

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

   Supervisor Evenson:
   - *The Alex C Dove Foundation fundraiser will be held on Saturday, May 18, 2024 at Camelot on the Lake.*

   Supervisor Minter:

- *Congratulations to all the 2024 graduates from Nekoosa High School, Assumption High School students that live in the Town of Rome and College students that have recently graduated.*

Chairwoman Djuamdi:

- *The Rome Farmers Market starts Friday, May 17, 2024 at 9:00 a.m. and goes through September 27, 2024.*

- *Armed Forces Day is being celebrated on Saturday, May 18, 2024 from 8:00 a.m. to 4:00 p.m. in Friendship and is being hosted by the American Legion Red Cloud Post.*

- *The Fireman's Fund is hosting a golf outing on June 18, 2024 at Lake Arrowhead Golf Course.*

- *The American Legion Ryan Larson Post 65 is hosting a golf outing on June 23, 2024 at Lake Arrowhead Golf Course.*

- *Barkin' for Birdies golf outing will be held on June 27, 2024 at Lake Arrowhead Pines Golf Course. All proceeds benefit local Humane Societies.*

- *The Adams County Fire District is hosting a volleyball tournament on Saturday, May 18, 2024 in Friendship. The cost is $120 per team.*

Supervisor Koll:

- *On May 25, 2024, Dash for the Dogs will be held at Up North Brewery. 70 people are currently signed up. There will be music, raffles and fun. Proceeds benefit the Town of Rome K-9 unit.*

- *For official Town of Rome information, please go to* www.romewi.com

- *Your source for Town of Rome tourism and events is* www.VisitRomeWI.com *or the Visit Rome Facebook page.*

10. 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:

11. Discussion and possible action – Approval of the May 2, 2024 meeting minutes and May 2, 2024 special meeting minutes

    Motion by Koll/Evenson to approve the May 2, 2024 meeting minutes and May 2, 2024 special meeting minutes. Motion carried.

12. Discussion and action – Checks, Vouchers, Receipts and Journal Entries - approve checks #46351 – 46385 totaling $145,375.42; Auto-payments totaling $85,500.36; State / Social Security / Medicare / Withholdings totaling $33,888.47; Payroll Vouchers V21914 – V22047 totaling $93,802.72; Receipts #25491 - 25588 totaling $424,612.36

Motion by Evenson/Gabriel to approve as present. Motion carried.

13. Discussion and possible action – Approval of Resolution **N**o. 24-06 Authorizing the Issuance and Sale of $2,270,000 General Obligation Promissory Notes, Series 2024A

    Senior Municipal Advisor Greg Johnson of Ehlers Public Finance Advisors gave a presentation via Webex on the sale of the General Obligation Promissory Notes, Series 2024A.

    *Motion by Koll/Minter to approve Resolution **N**o. 24-06 Authorizing the Issuance and Sale of $2,225,000 General Obligation Promissory Notes, Series 2024A. Motion carried.*

14. Discussion and possible action – Options and estimated costs for Apache Ave roadwork STH 13 to 10th Ave and culvert replacement

    Interim Administrator Jason Lauby asked if the Board is still on-board with adding the bike lane on Apache Ave with the delay in the tunnel project for the future Link the Lakes project. Design plans are good for five years. Public Works Director Brad Martinson recommends that the culvert be put in either way.

    Discussion was had on if the designing for the bike lane should take place now.

    The board agreed to move forward with design plans for the bike lane. No action taken.

15. Discussion and possible action – Consideration of a Final Plat for Sedge Village South, to be located on a 29.16-acre parcel owned by Sand Valley South, LLC, described as follows: Lot 26, 27, and 28, Sedge Village, Document No. 572728, and Part of the NW 1⁄4 and the NE 1⁄4 of the SW 1⁄4 and the NW 1⁄4 of the SE 1⁄4, all in Section 26, Town 20N, Range 5E, Town of Rome, Adams County, WI

    Attorney Nicholas Flanagan stated that this is the final plat application for Sedge Village South. This is a 29.16 acre subdivision. There are eleven buildable lots and 3 out lots. The buildable lots range in size from 1.04 acres to 7.59 acres. This item was heard at the May 14, 2024 Plan Commission meeting where a public hearing was held after which a recommendation was made to approve the final plat.

    Motion by Minter/Evenson to approve the recommendation of Plan Commission for a Final Plat for Sedge Village South, to be located on a 29.16-acre parcel owned by Sand Valley South, LLC, described as follows: Lot 26, 27, and 28, Sedge Village, Document No. 572728, and Part of the NW 1/4 and the NE 1/4 of the SW 1/4 and the NW 1/4 of the SE 1/4, all in Section 26, Town 20N, Range 5E, Town of Rome, Adams County, WI. Motion carried.

16. Discussion and possible action– Consideration of a Preliminary Plat for Sedge Village North, to be located on a 38.03-acre parcel owned by Sedge Village, LLC, described as follows: Lots 1 and 2, Sedge Village, Document No. 572728, and Part of the SW1/4 and NW1/4 of the NE1/4, and Part of the NW1/4 of the SE1/4, Section 26, Town 20N, Range 5E, Town of Rome, Adams County, WI

    Attorney Nicholas Flanagan stated that this is a preliminary plat for Sedge Village North. The applicant is proposing a 38.03-acre subdivision. There are 19 proposed lots that range in size from .37 – 1.39 acres. There are private roadways serving that subdivision extending from Luna Lane. There is a proposed rerouting of Luna Lane in the future. There will be no land locked lots. This item was heard at the May 14, 2024 Plan Commission at which time a hearing was held. Plan Commission recommended approval with the addition of Findings of Fact of providing updated covenants. Overall covenants are going to be created for Sedge Village covering all of these boundaries.

Motion by Minter/Evenson to approve the recommendation from the Plan Commission for a Preliminary Plat for Sedge Village North, to be located on a 38.03-acre parcel owned by Sedge Village, LLC, described as follows: Lots 1 and 2, Sedge Village, Document No. 572728, and Part of the SW1/4 and NW1/4 of the NE1/4, and Part of the NW1/4 of the SE1/4, Section 26, Town 20N, Range 5E, Town of Rome, Adams County, WI with Findings of Facts that covenants will be provided. Motion carried.

17. Discussion and possible action - Consideration of a Site Plan/Plan of Operation Application by Al Schmidt relating to occupancy of the existing building by Visit Rome, WI, Inc. for office space & tourism/community welcome center use at 1146 County Road D, also described as Lot 1 of CSM 1015, located in SW1/4, NE1/4, Section 8, Town 20N, Range 06E, Town of Rome, Adams County, WI, with a parcel number of 030-00639-0000

    Attorney Nicholas Flanagan stated that the applicant is requesting approval of a Site Plan and Plan of Operation for a lease of the existing building with Visit Rome WI for office space and tourism Community Welcome Center use. This item was heard at the May 14, 2024 Plan Commission meeting where a public hearing was held. Plan Commission recommended approval with the Finding and Facts which include barricade that are aesthetically pleasing.

    Visit Rome Executive Director Lisa Kubis gave a presentation on the plans for the building. The building will be used as a Welcome Center and for overall operations. The location adds good exposure and is in a convenient location. There are three offices and includes a conference area that will be opened up to the community. The hours will be 9:00 a.m. – 5:00 p.m. with a vestibule that will be open 24/7 with guides and maps.

    Motion by Minter/Evenson to approve the recommendation of Plan Commission of a Site Plan/Plan of Operation Application by Al Schmidt relating to occupancy of the existing building by Visit Rome, WI, Inc. for office space & tourism/community welcome center use at 1146 County Road D, also described as Lot 1 of CSM 1015, located in SW1/4, NE1/4, Section 8, Town 20N, Range 06E, Town of Rome, Adams County, WI, with a parcel number of 030-00639-0000 with the addition of the Finding of Facts and with the sign permit to be approved by the zoning administrator. Motion carried with Gabriel abstaining.

18. Discussion and possible action – Approval of Resolution No. 24-07 Revising the Town of Rome Fee Schedule

    Interim Administrator Jason Lauby stated that the Department of Revenue is requiring background checks on more members for a liquor license. This fee increase is to be effective after May 21st. Zoning has a $25 increase across most of their permits with a $25 reduction for using zoning hub online.

    Motion by Koll/Gabriel to approve Resolution No. 24-07 Revising the Town of Rome Fee Schedule. Motion carried.

19. Discussion and possible action – Approval of Resolution No. 24-08 Authorizing the sale of a 10-acre portion of Town owned property in the Rome Town Center, being part of parcel # 030-01136-0501, located in part of the NW1/4, NW1/4 and NE1/4, NW1/4 of Section 17, Town 20N, Range 6E, Town of Rome, Adams County, WI.

    Attorney Nicholas Flanagan stated that the Community Development Authority received this offer at the April 4, 2024 meeting. The proposed use is to develop a community of container homes for rental. A counter offer was submitted which includes a Developer's Agreement. The purchase price is $70,000 for 10 acres. The closing costs are the responsibility of the purchaser. The agreement includes paving requirements, future provision for sanitary sewer, and commencement of business within 2 years. Rome

Town Center is zoned RTC District with a number of subdistricts. This subdistrict is currently Mixed Commercial Light Industrial and does not allow for this type of use and would need to be changed to Mixed Town Center Subdistrict. There is a limitation of a maximum of six rental units and limitations on land division. Condominiums are not allowed.

Amy Lorentz of Scenic Valley Properties, LLC gave a presentation including her background and the planned development.

Discussion was had on the agreement and the timeline.

Motion by Evenson/Minter for the approval of Resolution No. 24-08 Authorizing the sale of a 10-acre portion of Town owned property in the Rome Town Center, being part of parcel # 030-01136-0501, located in part of the NW1/4, NW1/4 and NE1/4, NW1/4 of Section 17, Town 20N, Range 6E, Town of Rome, Adams County, WI. Motion carried with Gabriel and Koll opposed.

20. Discussion and possible action – Implementation of Town of Rome Organizational Study Recommendations

Interim Administrator Jason Lauby stated that the study hasn't been formally approved. There is a list of recommendations and who is responsible.

Discussion was had on the implementation of the recommendations.

Motion by Minter/Koll to adopt the organizational study recommendations as presented and have staff begin to determine responsible parties and potential time frames. Motion carried.

DATES AND ITEMS FOR FUTURE AGENDA/MEETINGS

21. Next agenda items

- *Training dates in June for Board and Committees*
- *Update on amount in Community Donation to Events Fund for a possible donation to the K-9 fundraiser.*

22. Next meeting date and time

June 6, 2024 at 5:00 p.m.

ADJOURNMENT

Chairwoman Djumadi adjourned the meeting at 6:41 p.m.

Respectfully Submitted,

Melissa Rhodes
Clerk/Treasurer