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

TOWN OF ROME BOARD MEETING MINUTES

TUESDAY, APRIL 19, 2022 **IMMEDIATELY FOLLOWING THE CONCLUSION OF THE ANNUAL MEETING WHICH BEGINS AT 6:00 P.M.**

1. Call to Order

   Chairman Carl Hasdal called the meeting to order at 6:50 p.m.

2. Roll Call

   Present: Chairman Carl Hasdal, Supervisors Bob Baurhyte, Lori Djumadi, Dan Gohmann and Daniel Minter; Administrator Jami Gebert; Clerk/Treasurer Amy Reuteman

3. Certify Posting of Meeting

   Amy Reuteman certified that on Thursday, April 14, 2022, the Amended Agenda for the Town of Rome Board meeting for Tuesday, April 19, 2022 was posted at:

Emailed to the Wisconsin Rapids Tribune	*9:46 a.m.*
Posted at the Rome Town Hall	*8:20 a.m.*
Posted at Lester Public Library of Rome	*9:23 a.m.*
Posted at Nekoosa Port Edwards State Bank	*8:30 a.m.*

4. Approve the Agenda

   Motion by Baurhyte/Djumadi to approve the agenda with a change to item number 18 to change the DBA of Friar Tucks to Cal's Corner. 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

   a. 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

Greg Boening, 467 Duffers Trail, spoke regarding the Police and Fire Commission. He stated that the was a member of the Commission but is speaking as a resident of the town not a Commission member. He stated that the PFC is between the Town Board and the Fire and Police Departments. The Town Board cannot hire or terminate because that is the responsibility of the PFC. There is a separation and he feels that it is important for municipalities and their Fire and Police Departments. Currently the issue is what the Town Board is expecting to get for a Fire Chief and he does not feel that is happening. The Town Board is slowly making it easier to become Fire Chief and because of that the Town will not get the best of the best. He was disappointed that one of the Board members actually came to the Police and Fire Commission to suggest that they hire a specific person. He does not think that should have happened.

NO ACTION CONTEMPLATED EXCEPT POSSIBLE REFERRAL TO FUTURE AGENDA:

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

   Administrator Jami Gebert announced that paving work on Town roads will begin this week. The natural gas extension will take place this summer and the ARPA premium pay was $42,570.00 which was over the $41,000 approved.

8. Department and Committee Reports

   - □ Administration
   - □ EMS District/Lifestar
   - □ Lester Public Library of Rome
   - □ Police and Fire Commission
   - □ Rome Fire Department
   - □ Rome Police Department
   - □ Rome Public Works Department
   - □ Rome Water Utility
   - □ Visit Rome, WI
   - □ Zoning Department

   Supervisor Lori Djumadi asked a question regarding the EMS. She thought Lifestar was going to be calling out the Fire Department if they deemed it necessary, but this seems to have changed. Administrator Gebert suggested that this was a change in our internal policy and the agreement was not amended. The Fire Department is now called out by dispatch for lift assists. Supervisor Djumadi stated that she feels she is who the resident was speaking of as she spoke at the Police and Fire Commission as a resident of the Town in favor of the Interim Fire Chief before she had been sworn in as a Town Board Member. She felt that Interim Chief Mark Kane has serviced the Town well.

DISCUSS AND POSSIBLE ACTION ON THE FOLLOWING ITEMS:

9. Discussion and action – Approval of the April 7, 2022 meeting minutes

   Motion by Baurhyte/Gohmann to approve the April 7, 2022 meeting minutes. Motion carried.

10. Discussion and action – Checks, Vouchers, Receipts and Journal Entries - approve checks #43979 – 44087 totaling $470,642.68; Auto-payments totaling $272,542.93; State / Social Security / Medicare / Withholdings totaling $30,749.36; Payroll Vouchers V18518 – V18636 totaling $81,078.53 and checks 21641 - 21642 totaling $1,455.09; Receipts #23107 - 23202 totaling $175,444.86

    Motion by Minter/Baurhyte to approve as presented. Administrator Gebert noted that the quarterly report was also presented. Motion carried.

11. Discussion and possible action – Fire Chief position considerations, including determining position requirements, description updates, and recommendations to the Police and Fire Commission on potential recruitment plan

    Administrator Gebert explained the changes that have been made from the last time the Board reviewed the position requirements were redlined in the packet. Chairman Hasdal asked for public comment and Greg Boening again spoke regarding certain basic requirements that he felt should be required. He felt not just fire experience but State Certified Firefighter 1 should be required and right now the Board is not requiring it. If the candidate does not have that certification then he is not sure how could that person could command. Supervisor Djumadi inquired as to whether that was discussed at the last meeting. Mr. Boening then explained that a person can get the Associates Degree online but that doesn't mean they get the hands-on experience and the State Certification. They are not the same. Supervisor Gohmann asked the Administrator if the new job description had any requirements removed from the last job description used to hire the previous Chief. Specifically, was Fire Fighter 1 required previously? Mr. Boening explained that when Chief Taub was interviewed he was given one year to get the training required and the previous job description required the person to be a Captain for at least five years.

    Ricky Smith, 1576 Kingswood Trl, Nekoosa, stated that he was speaking as a community member, but did state that he is on the Rome Fire Department. He spoke in support of Mark Kane as Fire Chief. He stated that Interim Fire Chief Kane has taken the classes but because of health concerns cannot apply for the State Certification, however, he still feels that Interim Chief Kane should be qualified for the position. Administrator Gebert asked Mr. Smith to further explain the certifications. Mr. Boening then began to speak specifically about Mark Kane and was stopped by the Administrator because what he was speaking to was not the agenda item. Mr. Boening then commented that the Board should set the standards and then anyone can apply. The Police and Fire Commission then will judge which ones are the most important. Attorney Nicholas Flanagan stated that when hiring the PFC could require something be completed in the job description within a period of time but could not require more than what the Town Board has set for requirements.

    Motion by Gohmann/Baurhyte to forward the job description as presented in the packet to the Police and Fire Commission for recruitment. Motion carried.

12. Discussion and possible action – Review Fire Chief report regarding responsible person(s) determination, pursuant to Town Code § 191-9(H), and authorization of Fire Chief to invoice responsible person(s) for starting fire for fire suppression services for extinguishment of an unattended fire

    Attorney Flanagan explained this item and stated that there was a breakdown of the invoice and a report from the Interim Fire Chief which noted remarks and the circumstance of extinguishment. This would authorize the Interim Fire Chief to invoice the property owner or the person responsible for the fire. Motion by Gohmann/Baurhyte to authorize the Interim Fire Chief to invoice the responsible persons for the unattended fire. Motion carried.

13. Discussion and possible action – Approval of recommendation from the Plan Commission on consideration of a proposed Planned Unit Development Project Plan amendment – relating to property owned by Wisconsin Dunes LLC (Sand Valley Golf Course) – convert existing Sand Valley clubhouse building and adjoining property into a condominium

Attorney Flanagan presented information on this item from Plan Commission. The Plan Commission approved the PUD amendment to include the Clubhouse three-unit Condominium, 2nd floor residential units and 1st floor commercial unit. Further information regarding the reason for amendment and any future plans were requested from ownership. Attorney Carlson from Carlson Black was present to represent Wisconsin Dunes, LLC and explained the proposal. Attorney Carlson stated that at Plan Commission there was concern that if Wisconsin Dunes, LLC requested release from mortgage on these three properties then there would be too much of a collateral loss too soon in the process. He stated that the only unit that they would be asking for that on would be unit two. Further clarification of the three units was discussed and Attorney Flanagan stated that page four gives a good explanation. It was further explained that if a request for release of mortgage is made to the Town that the way the Developers Agreement is written the Town could calculate the value in that. Supervisor Gohmann warned of diminishing value.

Motion by Djumadi/Minter to approve the recommendation from the Plan Commission on consideration of a proposed Planned Unit Development Project Plan amendment – relating to property owned by Wisconsin Dunes LLC (Sand Valley Golf Course) – convert existing Sand Valley clubhouse building and adjoining property into a condominium. Motion carried.

14. Discussion and possible action – Approval of recommendation from the Plan Commission regarding final plat for Sedge Village subdivision to be located on a 287.41-acre parcel owned by Wisconsin Dunes LLC described as Section 26, Town 20N, Range 5E, Town of Rome, Adams County, WI, parcel numbers of 030-00327-0000, 030-00328-0000, 030-00330-0000, 030-00331-0000, 030-00332-0000, 030-00333-0000, 030-00340-0000, 030-00334-0000, 030-00335-0000, 030-00339-0010

    John Kastner from Vierbicher Associates was present by telephone. Administrator Gebert explained that the plat the Plan Commission asked for included an evacuation/emergency access route. That is included in the packet and Interim Fire Chief Kane asked for an alternative A secondary access and a pressurized water source dedicated to fire suppression to be located at the existing maintenance facility to be hooked to a water hydrant for use for the Town. Plan Commission also recommended they be required to follow the Adams County address numbering system with the red fire signs. Discussion took place regarding the high capacity well for fire suppression and Administrator Gebert stated that Wisconsin Dunes, LLC has budgeted for it. Supervisor Djumadi was concerned about the expectation of Wisconsin Dunes, LLC to pay for it and it being available to be used in other areas of the town. She thinks the Board should review this and approve.

    Motion by Djumadi/Baurhyte to approve the recommendation from the Plan Commission with the following stipulations:

    a. *Signage is to follow the County numbering system with the red Town of Rome fire signs*
    b. *Alternate A secondary access to be included in the final plat*
    c. *Park fees are to be paid prior to the signing of the plat*
    d. *The conversation will continue regarding the high capacity well for fire suppression for the Town to be located at Sand Valley*

    Motion carried.

15. Discussion and possible action – Approval of recommendation from the Plan Commission on consideration of a site plan/plan of operation for Rome Country Meats & Deli LLC to be located at 264 Geneva Trail, also described as Lot 1 of CSM 5205, Section 08, Town 20N, Range 06 E, Alpine Village Subdivision, Town of Rome, Adams County, WI, with a property identification number of 030-01136-0596

Motion by Gohmann/Djumadi to approve the recommendation from the Plan Commission on consideration of a site plan/plan of operation for Rome Country Meats & Deli LLC to be located at 264 Geneva Trail, also described as Lot 1 of CSM 5205, Section 08, Town 20N, Range 06 E, Alpine Village Subdivision, Town of Rome, Adams County, WI, with a property identification number of 030-01136-0596 including the finding of fact conditions:

a. *Refuse containers are commercially contracted and screened with more than natural tree landscaping*
b. *No outdoor firepit on the property except the grills*

Motion carried.

16. Discussion and possible action – Approval of recommendation from the Plan Commission on consideration of a site plan/plan of operation for Bison Trading LLC to be located at 285 Geneva Trail, also described as SE ¼ SW ¼, Section 08, Town 20N, Range 06 E, Lot 1 & Lot 2 CSM 6172, Town of Rome, Adams County, WI, with a property identification number of 030-01136-0601 and 030-01136-0602

    Attorney Flanagan explained the items and conditions from the findings of facts. Motion by Djumadi/Gohmann to approve the recommendation from the Plan Commission on consideration of a site plan/plan of operation for Bison Trading LLC to be located at 285 Geneva Trail, also described as SE ¼ SW ¼, Section 08, Town 20N, Range 06 E, Lot 1 & Lot 2 CSM 6172, Town of Rome, Adams County, WI, with a property identification number of 030-01136-0601 and 030-01136-0602. Motion carried.

17. Discussion and possible action – Approval of recommendation from the Alcohol Beverage License Review Committee on Application for a ~~Reserve~~ "Class A" Combination Liquor License for the period of May 16, 2022 – June 30, 2022, Kwik Trip, Inc. dba Kwik Trip 1218, 251 State Highway 13 S, Nekoosa, WI 54457

    Motion by Gohmann/Djumadi to approve recommendation from the Alcohol Beverage License Review Committee on Application for a "Class A" Combination Liquor License for the period of May 16, 2022 – June 30, 2022, Kwik Trip, Inc. dba Kwik Trip 1218, 251 State Highway 13 S, Nekoosa, WI 54457. Motion carried.

18. Discussion and possible action – Approval of recommendation from the Alcohol Beverage License Review Committee on Applications for a Reserve "Class B" Combination Liquor License for the period of May 1, 2022 – June 30, 2022, KMC Tucks LLC dba Cal's Corner, 382 State Highway 13 So, Nekoosa, WI 54457

    Motion by Baurhyte/Gohmann to approve recommendation from the Alcohol Beverage License Review Committee on Applications for a Reserve "Class B" Combination Liquor License for the period of May 1, 2022 – June 30, 2022, KMC Tucks LLC dba Cal's Corner, 382 State Highway 13 So, Nekoosa, WI 54457. Motion carried.

19. Discussion and possible action – Approval of recommendation from the Alcohol Beverage License Review Committee on Application for a 6-Month Class "B" Beer License for the period of May 1, 2022 – October 31, 2022, Wisconsin Trapshooting Association, 1312 Akron Drive, Nekoosa, WI 54457

Motion by Gohmann/Baurhyte to approve recommendation from the Alcohol Beverage License Review Committee on Application for a 6-Month Class "B" Beer License for the period of May 1, 2022 – October 31, 2022, Wisconsin Trapshooting Association, 1312 Akron Drive, Nekoosa, WI 54457. Motion carried.

20. Discussion and possible action – Approval of four Temporary Class "B" Retailer's licenses for Visit Rome, WI to sell fermented malt beverages at the Visit Rome Summer Concert events on June 3, 2022, June, 28, 2022, July 26, 2022 and August 23, 2022 at the Rome Town Center Gazebo

    Motion by Djumadi/Minter to approve four Temporary Class "B" Retailer's licenses for Visit Rome, WI to sell fermented malt beverages at the Visit Rome Summer Concert events on June 3, 2022, June, 28, 2022, July 26, 2022 and August 23, 2022 at the Rome Town Center Gazebo. Motion carried.

21. Discussion and action – Approval of various appointments to Town of Rome committees and commissions:

    (If a Supervisor wishes to have separate consideration of any appointment, that request can be made by motion without a second. That appointment will then be considered separately.)

    a. Thomas Behl, Board of Appeals, expiring June 1, 2025, 3-year term
    b. Cyndee Lewis, Board of Appeals, expiring June 1, 2025, 3-year term
    c. Cheryl Evenson, Community Development Authority, expiring May 1, 2025, 3-year term
    d. Jeff Williams, Grants Sub-committee, no expiration
    e. Carl Hasdal, Grants Sub-committee, no expiration

    Motion by Djumadi/Gohmann to approve the appointments to Town of Rome committees and commissions as presented. Motion carried.

DATES AND ITEMS FOR FUTURE AGENDA/MEETINGS

22. Next agenda items

23. Next meeting date and time

    May 5, 2022 – 5:00 p.m.

ADJOURNMENT

Motion by Baurhyte/Gohmann to adjourn at 7:57 p.m. Motion carried.