TOWN OF SHERMAN BOARD OF SUPERVISORS
OFFICIAL PROCEEDINGS OF THE PUBLIC HEARING
Silver Creek Fire Department/Town of Sherman Office
W6566 State Highway 144
Tuesday, March 5, 2024 7:00 pm

NOTICE IS HEREBY GIVEN that the Town of Sherman Board of Supervisors will hear comments on the following recommendations from the Plan Commission in regards to a request from the Wayne L. and Carol M. Bruggink Revocable Trust:

- Land Division and Rezone of 2.744 acres from Parcel #59028421530 to be rezoned from A-1 to A-2, and 1.256 acres from Parcel #59028421561 to be rezoned from A-1 to A-2, and to create a new 4-acre lot by CSM, and
- Rezone of 17 acres of A-1-PR to A-1 of Parcel #59028421522 and 0.78 acres of A-1-PR to A-1 of Parcel #59028421540 to correct a calculation error in a 2022 request.

Chair Goehring opened the public hearing at 7:00 pm. Jeff Butzke, Compass Surveying, LLC, spoke on behalf of the Bruggink Trust and explained the application request. Action to recommend the approval of the land division and rezone was made by the Plan Commission at its February 13, 2024 meeting.

Hearing no further comments, Chair Goehring closed the hearing at 7:05 pm.

TOWN OF SHERMAN BOARD OF SUPERVISORS
OFFICIAL PROCEEDINGS OF THE MONTHLY MEETING
Silver Creek Fire Department/Town of Sherman Office
W6566 State Highway 144
Tuesday, March 5, 2024 Immediately following Public Hearing

1. **CALL TO ORDER**: Town Chairman William Goehring called to order the Board of Supervisors Monthly Meeting at 7:05 pm at the Silver Creek Fire Department. The meeting was held in compliance with the open meeting law having been posted on the town website and the Silver Creek Fire Department. Some items may have been taken out of agenda order as announced at the start of the meeting.

2. **PLEDGE OF ALLEGIANCE:** Chair Goehring led the attendees in the Pledge of Allegiance.

3. **ROLL CALL**:
   Members Present: Town Chairman William Goehring; Town Supervisors, James Fahney, Kris Klein, Howard Mitchell and Pat Horne
   Members Absent: none
   Others Present: Sheboygan County Highway Department Senior Maintenance Manager Dustin Hammel, Jeff Butzke, Compass Surveying, LLC, Building Inspector Walt Grotelueschen, Residents Davin Bruggink, Brett Schulz, Seila Enzenauer, Shawn Kultgen, Clerk/Treasurer Rhonda Klatt

4. **APPROVAL OF MINUTES**: **Motion by Fahney, seconded by Klein, all voting in favor to approve the minutes from the February 6, 2024 meeting,** motion carries.

5. **APPROVAL OF FINANCIAL REPORT**: **Motion by Klein, seconded by Horne, all voting in favor to approve the financial report as presented,** motion carries.

Bank Balances, as of 2/28/2024		
General Checking	$	295,078.02
Tax & Dogs	$	434,899.03
LGIP #1, Capital Improvements	$	36,734.96

LGIP #2, Tax Collections	$	34,235.00
LGIP #3, Union Cemetery	$	3,584.96
LGIP #4, Revaluation	$	34,034.24
LGIP #5, Road Construction	$	251,647.62
LGIP #6, Road Maintenance	$	171,519.13
LGIP #7, Parks & Open Spaces	$	11,295.02

6. **APPROVAL OF PAYMENT OF BILLS**: **Motion by Mitchell, seconded by Fahney, all voting in favor to approve the payment of bills as presented,** motion carries.

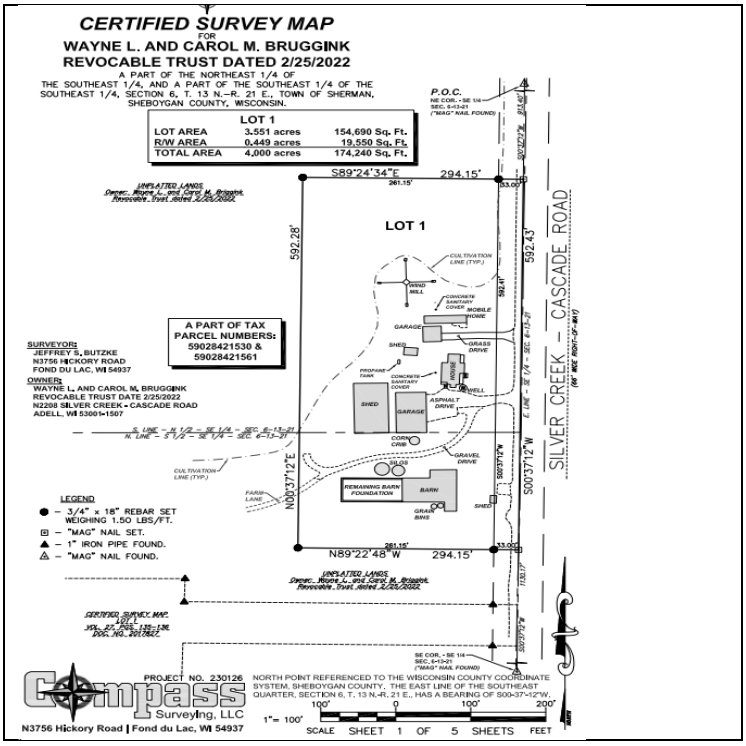
Date	Num	Name	Memo	Paid Amount
11010-00 Gen Checking - NEBT				
03/05/2024	8007	Christine Henkel	Payroll	-97.76
03/05/2024	8008	Howard C Mitchell	Payroll	-215.48
03/05/2024	8009	James E Fahney	Payroll	-215.48
03/05/2024	8010	Kristian Klein	Payroll	-215.48
03/05/2024	8011	Patricia Horne	Payroll	-215.48
03/05/2024	8012	Rhonda J Klatt	Payroll	-2,723.48
03/05/2024	8013	William C Goehring	Payroll	-430.97
02/28/2024	8014	Kris Klein	Reimbursement Keypad, batteries	-167.08
03/05/2024	8015	Clear Ballot Group, Inc.	Annual Support Fee - Election Equip.	-400.00
03/05/2024	8016	Marco, Inc.	Copier maintenance contract	-65.53
03/05/2024	8017	Nat. Exchange Bank & Trust (CC)	Mtg regs, WTA meal expenses	-572.49
03/05/2024	8018	The Sounder	Bruggink Rezone Notice	-60.29
				-5,379.52
11020-00 Tax & Dogs - NEBT				
02/13/2024	1223	Sheboygan County Treasurer	2023 Tax Collect 2024 Feb Settlement	-289,829.44
02/13/2024	1224	Cedar Grove/Belgium School Dst	2023 Tax Collect 2024 Feb Settlement	-1,430.14
02/13/2024	1225	School District of Random Lake	2023 Tax Collect 2024 Feb Settlement	-596,723.09
02/13/2024	1226	Plymouth School District	2023 Tax Collect 2024 Feb Settlement	-1,089.74
02/13/2024	1227	Lakeshore Technical College	2023 Tax Collect 2024 Feb Settlement	-43,192.44
02/13/2024	1228	Oostburg School District	2023 Tax Collect 2024 Feb Settlement	-5,440.59
				-937,705.44
				-943,084.96

7. **PUBLIC INPUT**: No comments were heard.

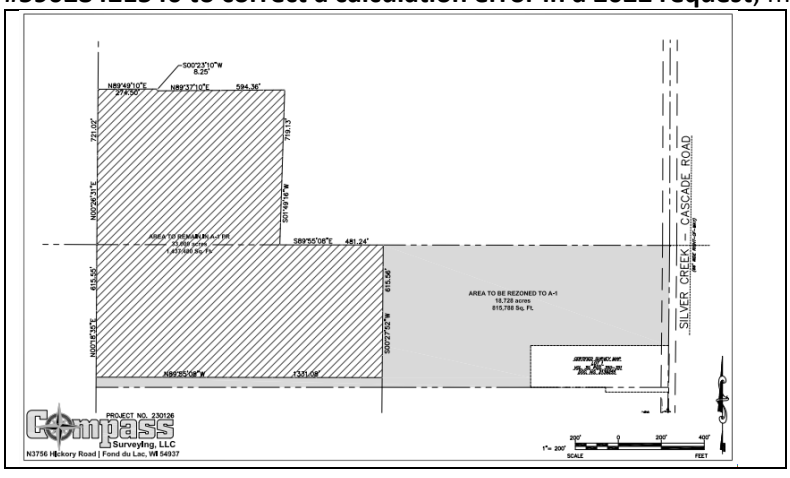
8. **BUILDING INSPECTOR REPORT**: Building Inspector Walt Groteluesch en spoke of a final occupancy permit issued and the few zoning questions he received. **Motion by Mitchell, seconded by Horne, all voting in favor of approving the permits as presented,** motion carries.

01-24-01	Phil Jacoby	N346 CTH CC	Electrical
02-24-02	Chris Mudlaff	W5142 CTH K	Electrical
03-24-01	Joel Helminger	N1646 CTH I	Plumbing

9. **NEW BUSINESS:**
   a. Land Division and Rezone of 2.744 acres from Parcel #59028421530 to be rezoned from A-1 to A-2, and 1.256 acres from Parcel #59028421561 to be rezoned from A-1 to A-2, and to create a new 4-acre lot by CSM: **Motion by Klein, seconded by Horne, all voting in favor of approving the Land Division and Rezone of 2.744 acres from Parcel #59028421530 to be rezoned from A-1 to A-2, and 1.256 acres from Parcel #59028421561 to be rezoned from A-1 to A-2, and to create a new 4-acre lot by CSM,** motion carries.



   b. Rezone of 17 acres of A-1-PR to A-1 of Parcel #59028421522 and 0.78 acres of A-1-PR to A-1 of Parcel #59028421540 to correct a calculation error in a 2022 request: **Motion by Mitchell, seconded by Klein, all voting in favor to approve the rezone of 17 acres of A-1-PR to A-1 of Parcel #59028421522 and 0.78 acres of A-1-PR to A-1 of Parcel #59028421540 to correct a calculation error in a 2022 request**, motion carries.



   c. Application for Public Right-of-Way Occupancy as submitted by Charter Communications for replacement of existing pedestal with larger pedestal to accommodate power supply expansion: **Motion by Klein, seconded by Fahney, all**

voting in favor of approving the R.O.W. permit application as received from Charter Communications, motion carries.

d. Resolution #2024-01: A Resolution Establishing a Fee Schedule: **Motion by Horne, seconded by Mitchell, all voting in favor of approving Resolution #2024-01, A Resolution Establishing a Fee Schedule,** motion carries.

Resolution #2024-01
Municipality Code 59028
State of Wisconsin
Town of Sherman
Sheboygan County

RESOLUTION ESTABLISHING A FEE SCHEDULE

WHEREAS, the Town of Sherman, Sheboygan County, State of Wisconsin has determined that it is prudent that fees be reviewed annually for cost effectiveness; and,

WHEREAS, the Town of Sherman desires to not reference to specific dollar amounts within the Town Ordinances and instead, will provide an annual Resolution setting fees for passage; and,

NOW THEREFORE BE IT RESOLVED by its passage, the Town Board of the Town of Sherman does hereby approve and incorporate herein, the following fee schedule, to be effective upon its passage and postings commencing March 5, 2024.

Adopted this 5 day of March, 2024 by the Town/Village Board of Sherman, Sheboygan County

William Goehring, Town Chair
Kris Klein, Town Supervisor
Patricia Horne, Town Supervisor
James Fahney, Town Supervisor
Howard Mitchell, Town Supervisor

Attest: Rhonda J. Klatt, Town Clerk

Date of postings: 3/06/24 - 4/06/24 Website & Town Hall RK

	Description	Fee	Revision Date
BEVERAGE			
	Class "A" Fermented Malt Beverage Retailer's License	$75	
	Class "B" Fermented Malt Beverage License	$75	
	Temporary Class "B" Fermented Malt Beverage License (Picnic)	$10	
	"Class A" Intoxicating Liquor Retailer's License	$150	
	"Class B" Intoxicating Liquor License	$250	
	Operator's License (New or renewal)	$15	
	Provisional License (valid for 60 days)	$10	
	Cigarette License	$20	
	Publication Fee	$15	Jan-2019
DOG LICENSES			
	Dog License (spayed or neutered)	$6	
	Dog License (not spayed or neutered)	$13	
	Kennel License (up to 12 dogs)	$55	
	Additional dogs over 12 count	$5 per dog	
	Late Fee (after March 31st)	$10	
ADMINISTRATIVE			
	Records Request: Actual cost of transcription and reproduction	25¢ per page	
	Records Request: Actual cost of photography and photographic processing	$1 per page	
	Records Request: Actual cost of locating a record if the cost is more than $50	$15 per hour	
	Records Request: Actual cost of shipping and mailing of any copy or photograph	actual	
	Copies	25¢ per page	
	Fax	25¢ per page	
	NSF Checks	$35 plus bank fees	
	Special Assessment Letter	$10	
	Special Assessment Letter RUSH (within 24 hours)	$20	
	Special Meeting of the Plan Commission	$175	
	Special Meeting of the Town Board	$200	
COMPENSATIONS, PER DEIMS, ETC.			
	Chief Election Inspectors	$12 per hour	Jan-2015
	Election Inspectors	$11 per hour	Jan-2015
	Plan Commission Members	$12 per meeting	
	Plan Commission Secretary	$12 per meeting, plus $200 annually	
	Plan Commission Chair	$12 per meeting, plus $100 annually	
	Board of Appeals Members	$15 per meeting	
	Board of Appeals Secretary	$15 per meeting, plus $100 annually	
	Board of Review Clerk	$50	Mar-2015
	Dog license late fees received annually		
	Town retains	50%	
	Clerk receives	50%	
ZONING & LAND USE			
	Conditional Use Permit Application	$175	
	Variance Application	$175	
	District Boundary or Zoning Code Text Change	$175	
	Land Division & Rezone Petition	$175	
	Violations of Open Outdoor Burning Ordinance	$200	Aug-2022
✓	Violations of provisions of Zoning Ordinance, each offense (General Penalty)	Not less than $100; no more than $1,000	
BUILDING, CONSTRUCTION			
	Building Permits		
	New Residence (Incl. Attached Garage)	16¢ per Sq. Ft.	Nov-2017
	Residential Additions ($20 minimum)	16¢ per Sq. Ft.	
	Residential Remodeling *(Incl. Plan Review)*	12¢ per Sq. Ft.	Nov-2017
	Residential Garages *($20 minimum)*	16¢ per Sq. Ft.	
	Plan Review	3¢ per Sq. Ft.	
	State Permit Seal	State Fee plus $10	
	Occupancy Permit *(House & Attached Garage)*	2¢ per Sq. Ft.	
	Final Inspection Fee	2¢ per Sq. Ft.	March-2024
	Minimum Single Permit	$30	
	Re-Inspection Fee	$25	Nov-2017
	Decks & Porches *($20 minimum)*	10¢ per Sq. Ft.	Nov-2017
	Storage Shed *(Ag or Non-Ag Use)* 1-600 Sq. Ft.	5¢ per Sq. Ft.	Nov-2017
	Storage Shed *(Ag or Non-Ag Use)* 601 - 3,000 Sq. Ft.	4¢ per Sq. Ft.	
	Storage Shed *(Ag or Non-Ag Use)* ≤ 3,001 Sq. Ft.	3¢ per Sq. Ft.	
	Storage Shed Requires a Zoning Permit		
	Swimming Pools (Above Ground)	$20	
	Swimming Pools (In ground)	$45	
	Swimming Pools Require a Zoning Permit		
	Swimming Pools Require an Electrical Permit		
	Erosion Control Permit	$25	
	Erosion Control Inspection Charge	$50	
	Special Inspections	$75	
	Zoning Permit	$25	Nov-2021
	Culvert/Driveway Permit	$50	Nov-2021
	Razing	$10	
	If work is commenced before permit is issued	Fees Doubled	
	Electrical Permits *(Only state licensed electricians may obtain permit and perform work)*		
	Minimum Single Permit	$30	Dec-2021
	Electrical Service	$30	
	Temporary Electrical Service	$30	
	Electrical Sq. Footage House and Garage	3¢ per Sq. Ft.	
	Automatic Central Heating and Cooling Devices	$5 each device	
	Air Conditioners (3 tons or smaller in size)	$5 each device	
	Air Conditioners (Over 3 tons in size)	$2 per ton	
	Solar Energy Systems (small- and mid-scale)	$120	Dec-2021
	Swimming Pool Wiring (In Ground)	$35	
	Swimming Pool Wiring (Above Ground)	$20	
	Base Charge for Permits	$30	Nov-2017
	Re-inspections	$25 each	
	If work is commenced before permit is issued	Fees Doubled	
	H.V.A.C. Permits		
	Heating, Including Duct Work	2¢ per Sq. Ft. of living area	
	Air Conditioning, Including Duct Work	2¢ per Sq. Ft. of living area	
	Base Charge for Permits	$30	Nov-2017
	Heating, Radiant Heating Unit	$15 per unit	
	All H.V.A.C. permits require an Electrical Permit		
	If work is commenced before permit is issued	Fees Doubled	
	Plumbing Permits *(Only state licensed plumbers may obtain permit and perform work)*		
	Water Closets	$6 each	
	Bath Tubs	$6 each	
	Wash Basins	$6 each	
	Kitchen Sinks	$6 each	
	Laundry Tubs	$6 each	
	Floor Drains	$6 each	
	Urinals	$6 each	
	Shower Stalls	$6 each	
	Bubblers	$6 each	
	Bar Waste	$6 each	
	Hose Bibbs	$6 each	
	Dishwasher	$6 each	
	Water Heaters	$6 each	
	Sump Pumps	$6 each	
	Water Softeners	$6 each	
	Sanitary Pump	$6 each	
	Water Purifiers	$6 each	
	Plan Review Fee	$15	
	Inside Sewer (First 100 feet)	$40	
	Outside Sewer (First 100 feet)	$40	
	Re-Inspections	$25	
	Base Charge for Permits	$30	Nov-2017
	If work is commenced before permit is issued	Fees Doubled	
OTHER BUILDING, CONSTRUCTION APPLICATION FEES			
	Sign Permit Application Fees	$50	Mar-2003
	Small Wind Energy System Application Fee (Total estimated project cost of $5,000 or less)	$200	Jan-2015
	Small Wind Energy System Application Fee (Total estimated project cost $5,001 - $25,000)	$500	Jan-2015
	Small Wind Energy System Application Fee (Total estimated project cost greater than $25,000)	$1,000	Jan-2015
✓	Small Wind Energy System Ordinance Violation (each offense)	Not less than $200; no more than $500	
	Large Wind Energy System Application Fee	$15,000	Mar-2013
✓	Large Wind Energy System Ordinance Violation (each offense)	Not less than $200; no more than $500	Mar-2013

e. Final draft of updated Building Permit form: **Motion by Mitchell, seconded by Horne, all voting in favor of approving the final draft of the updated building permit form,** motion carries.

Town of Sherman, Sheboygan County Building Permit Application

Download form, complete sections in BLUE sign and mail or fax application & supporting documents to Building Inspector Walt Grotelueschen, P.O. Box 296, Newburg, WI 53060. FAX: 262/675-0909. Once Inspector approves, he will contact you with amount due. Make checks payable to "Town of Sherman". Questions? Call Inspector Grotelueschen at 262/675-0909. When leaving a message, please be sure to leave name & #.

DATE	Permit #	UDC Permit #
Owner's Name		Phone
Street Address	City	Zip
Project Address		
Contractor's Name	Contractor's Address, City, St, Zip	
Contractor's License/Certification #	Contractor's Phone #	
Project Cost	Sq. Ft. HOUSE	Sq. Ft. GARAGE

New Residence (Incl. Attached Garage)	Sq Feet	16¢ per Sq. Ft.	=
Residential Additions ($20 minimum)	Sq Feet	16¢ per Sq. Ft.	=
Residential Remodeling *(Incl. Plan Review)*	Sq Feet	12¢ per Sq. Ft.	=
Residential Garages *($20 minimum)*	Sq Feet	16¢ per Sq. Ft.	=
Plan Review	Sq Feet	3¢ per Sq. Ft.	=
State Permit Seal		State Fee plus $10	=
Occupancy Permit *(House & Attached Garage)*	Sq Feet	2¢ per Sq. Ft.	=
Final Inspection Fee	Sq Feet	2¢ per Sq. Ft.	=
Minimum Single Permit		$30	=
Re-Inspection Fee		$25	=
Decks & Porches *($20 minimum)*	Sq Feet	10¢ per Sq. Ft.	=
Storage Shed *(Ag or Non-Ag Use)* 1-600 Sq. Ft.	Sq Feet	5¢ per Sq. Ft.	=
Storage Shed *(Ag or Non-Ag Use)* 601 - 3,000 Sq. Ft.	Sq Feet	4¢ per Sq. Ft.	=
Storage Shed *(Ag or Non-Ag Use)* ≤ 3,001 Sq. Ft.	Sq Feet	3¢ per Sq. Ft.	=
Storage Shed Requires a Zoning Permit		$25	=
Swimming Pools (Above Ground)		$20	=
Swimming Pools (In ground)		$45	=
Swimming Pools Require a Zoning Permit		$25	=
Swimming Pools Require an Electrical Permit			
Erosion Control Permit		$25	=
Erosion Control Inspection Charge		$50	=
Special Inspections		$75	=
Zoning Permit		$25	=
Culvert/Driveway Permit		$50	=
Razing		$10	=
To receive a copy of your issued permit, you must submit a SASE when applying.		TOTAL FEE	$

NOTE: In determining costs, all construction shall be included with the exception of the HVAC, Plumbing and Electrical
NOTE: If any of the work is commenced before a building permit is obtained, all of the above fees shall be doubled.
NOTE: All calculations for square foot area is outside dimensions.
NOTE: The undersigned have read this statement and are fully aware of the implications, and will abide by all codes relating to this project.
NOTE: Agricultural buildings being used for farm use require zoning permit only.

Conditions:_____

Signature of Applicant:_____ Date:_____

f. ATV/UTV report; Authorization to ATV Club to relocate signs to existing sign posts: **Motion by Mitchell, seconded by Horne, all voting in favor of authorizing the ATV Club to relocate signs to existing sign posts with the exception of stop and stop-ahead signs,** motion carries.

g. Broadband report: Nothing to report at this time.

h. Borrowing to complete multiple road projects: Discussion was held on the idea of borrowing to complete multiple projects. While it is not required, Chair Goehring would like to ask the Electors. He furthered mentioned he would like to apply the LGIP and ARPA funds directly to the Bates Road project. Consensus of the Board is to create a flyer/hand-out for the Electors to pick up on Election Day (April 2, 2024) to explain the project funding options and invite all to the annual meeting on April 17, 2024.

i. Next regular meeting date: Wednesday, April 3, 2024

10. **TOWN CHAIRMAN REPORT:** Chair Goehring spoke of the WTA district meeting he attended in Manitowoc last Saturday. He also noted that the May 2024 monthly meeting may have to be changed due to his absence on the regular night.

11. **REPORTS OF OVERSIGHT SUPERVISORS:**

a. Transfer Station: Supervisor Mitchell noted that Peter DeGroff, JD Trucking, is looking at doing some landfilling on the property, as well as other betterment.
b. Roads: Supervisor Klein mentioned the Country Meadows Subdivision is looking at finishing off their roads (Stonefield and Prairie View) to turn over to the Town this summer. **Motion by Mitchell, seconded by Horne, most voting in favor of approving the chip-sealing estimates from Sheboygan County Highway Department as presented,** motion carries with Klein abstaining. Lynn Road, $16,827.11; Torke Road, $25,168.03; Indian Mound Road, $24,201.38; and Stoney Birch Road, $7,178.02, for a total of $73,374.54 using budgeted dollars of $75,000.
c. Plan Commission: Nothing to report at this time.
d. Park Board: Nothing to report at this time.

12. **MISCELLANEOUS BUSINESS:**
    a. Clerk's Communications:
        i. The 2023 financial audit has been scheduled for Thursday, March 14th.
        ii. The Badger Book Open House has been scheduled for Tuesday, March 26, 2024 from 5 pm to 7 pm.

13. **ADJOURN**: **Motion by Fahney, seconded by Klein, all voting in favor to adjourn.** Motion carried. Time: 8:10 pm