

**MINUTES
TOWN OF PLOVER BOARD MEETING
DECEMBER 11, 2024**

1. CALL TO ORDER:

Chairman Garbe called the meeting of the Town of Plover Town Board to order at 6:01 PM with the Pledge of Allegiance. Also present were Supervisors Bentley, Firkus, Pingel, and Rossier; Clerk/Treasurer Weller; Superintendent of Highways William Honaker; residents Todd Booth, Mary DeByl, Priscilla Garbe, Danny Pixler, and Simone Vanden Heuvel; James Hopp of Best Excavating & Trucking, LLC, and Michael Rosenow of National Grid Renewables. Amber Miller of National Grid Renewables and Nathan Wolosek of Wolosek Family Enterprises, LLC, participated in the meeting via speaker phone.

2. CORRESPONDENCE AND COMMUNICATIONS:

Chairman Garbe reported on action to respond to the Office of the Commissioner of Railroads request for average daily traffic counts for the Hayes Avenue and Meehan Drive railroad crossings, an upcoming meeting of the Public Service Commission of Wisconsin regarding Vista Sands Solar, Village of Plover future road plans, the submission of documents to receive seventy percent reimbursement from the Town Road Improvement Supplemental Program for the reconstruction of one mile of Meehan Drive, and a vehicle accident which damaged a road sign along Monroe Avenue. Supervisor Rossier mentioned that the Infinity Plus 2, Inc., property on Harding Avenue is for sale.

3. PUBLIC COMMENTS:

There were no public comments.

4. SPECIAL EXCEPTION REQUEST BY SIMONE VANDEN HEUVEL RE: PARCEL 030230726:02.02 LOCATED AT 4720 PIERCE AVENUE – INPUT TO PORTAGE COUNTY BOARD OF ADJUSTMENT:

Town of Plover Plan Commission Chairman and Town Board Supervisor Richard Pingel shared the Plan Commission's November 21 recommendation to approve the special exception request by Simone Vanden Heuvel to construct a shed on Parcel 030230726:02.02 which exceeds the maximum accessory building height of twenty feet in the R1 - Rural Residential Zoning District, subject to a maximum building height of twenty-five feet. Board members and meeting attendees discussed building plans including driveway consideration, property line setbacks, and anticipated building dimensions. Chairman Garbe described the Town of Plover and Portage County approval process.

Supervisor Rossier made the motion to approve the special exception request by Simone Vanden Heuvel to construct a shed on Parcel 030230726:02.02 which exceeds the maximum accessory building height of twenty feet in the R1 - Rural Residential Zoning District, subject to a maximum building height of twenty-five feet. Supervisor Bentley seconded the motion, the question was called, and the motion carried in a roll call vote. Supervisors Bentley, Firkus, Pingel, and Rossier voted for the motion; Chairman Garbe abstained.

5. PLAN COMMISSION REPORT REGARDING RESOLUTION TO RECOMMEND AMENDMENT TO TOWN OF PLOVER COMPREHENSIVE PLAN AND A REZONING OF PARCEL 030220701-04 LOCATED AT 5554 MONROE AVENUE:

Town of Plover Plan Commission Chairman and Town Board Supervisor Richard Pingel shared the Plan Commission's November 21 recommendation to amend the Town of Plover Comprehensive Plan Future Land Use Map, rezone 3.659 acres of Parcel 030220701-04 from A1 - Exclusive Agriculture to A4 - General Agriculture, approve the certified survey map for the lot split of Parcel 030220701-04, and approve the special exception request by Portage Solar, LLC, for a contractor

storage yard on 3.659 acres of Parcel 030220701-04 to be used by Portage Solar, LLC, for operations and maintenance.

Chairman Garbe and Amber Miller of National Grid Renewables noted that the draft certified survey map has been corrected to change the name of Lot 3 to Outlot 1; the adjoining parcel to the south will be brought into conformity with the proposed lot split. National Grid Renewables is currently conducting a stormwater study on Lot 2 as required by the Portage County Planning and Zoning Department. The perimeter of Lot 2 is not square due to going around a septic field area, wells, and an existing farm road while maintaining adequate setbacks. Rezoning to A4 - General Agriculture rather than a commercial designation will avoid a spot zoning issue. Board members agreed to accept the Plan Commission report.

6. SCHEDULING OF PUBLIC HEARING FOR AMENDED TOWN OF PLOVER COMPREHENSIVE PLAN FOR ITEM #5:

Chairman Garbe read aloud and distributed a draft public hearing notice for board member review.

Supervisor Bentley made the motion to schedule the public hearing on the proposed amendment to the Town of Plover Comprehensive Plan and Future Land Use Map for January 15, 2025, at 6:00 PM. Supervisor Firkus seconded the motion, the question was called, and the motion carried unanimously.

Neighboring landowners will be notified of the public hearing.

7. HIGHWAY SUPERINTENDENT REPORT AND AUTHORIZATION FOR PURCHASES:

Superintendent of Highways William Honaker reported on resident complaints about broken WM (Waste Management) garbage and recycling carts, equipment repairs, and address signs. Supervisor Bentley suggested adding weight limit signage to Shady Drive and voiced concerns about a dewatering pipe running across a snowmobile trail. Board members discussed the condition of Kennedy Avenue. Supervisor Rossier commended employees for their cleaning and organization of the shop and town hall and asked that a small hole in the town hall wall be patched and that oil barrels in the shop be labeled.

8. AUTHORIZATION FOR GRADER REPAIR:

Town of Plover Public Works Department employees discovered that the front wheel assist on the grader is not working; replacing a switch did not correct the issue. Superintendent of Highways William Honaker asked for authorization to contact John Fabick Tractor Company to diagnose the problem.

Supervisor Bentley made the motion to authorize Superintendent of Highways William Honaker to contact John Fabick Tractor Company to repair the front wheel assist on the grader, not to exceed \$11,000.00. Supervisor Firkus seconded the motion, the question was called, and the motion carried unanimously.

9. ORDER AND PURCHASE OF HIGHWAY SIGNS:

Board members reviewed and discussed road sign inventory and quotes from vendors.

Supervisor Rossier made the motion to authorize the proposed post and sign purchases from Menards and Rent-A-Flash of Wisconsin, Inc., for a cost of \$1,269.23. Supervisor Bentley seconded the motion, the question was called, and the motion carried. Supervisor Pingel voted against the motion.

10. REVIEW OF EMPLOYMENT APPLICATIONS FOR PART-TIME ROAD CREW POSITION:

Board members reviewed and discussed employment applications from Brent Higgins, Gabriel Roberts, and Jeffery Van Dreel for part-time employment in the Town of Plover Public Works Department, primarily for snow plowing this winter. All three applicants have limited work availability due to their current career obligations and will be interviewed at a town board meeting to be scheduled soon.

11. ROAD CREW SALARIES FOR 2025:

Chairman Garbe shared a chart comparing actual year-to-date Town of Plover Public Works Department employee wages to budgeted amounts and indicated that an approximate two percent increase in hourly pay rates for public works department employees was incorporated into the 2025 budget. Changes to other employee wage rates will be considered at a future town board meeting.

Supervisor Rossier made the motion to increase the hourly pay rates of all public works department employees by approximately two percent, raising the rate of Level 1 public works department employees from \$19.80 per hour to \$20.20 per hour and raising the rates of Level 2 and Level 3 public works department employees from \$25.00 per hour to \$25.50 per hour, effective for the pay period beginning January 5, 2025. Supervisor Pingel seconded the motion, the question was called, and the motion carried unanimously.

12. DISPOSITION OF FCC LICENSE:

The Town of Plover's radio station license through the Federal Communications Commission expires January 5, 2025. The last renewal occurred in February 2015, and the radios have since been taken out of service.

Supervisor Bentley made the motion to allow the radio station license to expire, Supervisor Rossier seconded, and the motion carried unanimously.

13. BUILDING INSPECTOR SEARCH STATUS:

Chairman Garbe attempted to follow up with one of the building inspector candidates but has not heard anything back.

14. PORTAGE COUNTY ALL HAZARDS MITIGATION PLAN UPDATE:

Chairman Garbe finalized his work on the Town of Plover All Hazards Mitigation Plan, and copies were distributed to board members for review.

15. MINUTES OF TOWN BOARD MEETINGS AND ANY OTHER MINUTES TO BE PRESENTED:

Supervisor Pingel made the motion to approve the minutes of the October 16, 2024, town board meeting as presented. Supervisor Bentley seconded the motion, the question was called, and the motion carried unanimously.

16. RECONCILED BANK STATEMENTS AND CASH SUMMARY:

- **RECONCILED BANK STATEMENTS OF OCTOBER 31, 2024, AND NOVEMBER 30, 2024:**
Clerk/Treasurer Weller previously distributed copies of the October Portage County Bank statement and reconciliation to board members. The Portage County Bank NOW checking account reconciled at \$17,678.54 on October 31, 2024. **Supervisor Pingel made the motion to approve the Portage County Bank statement reconciliation as presented, Supervisor Bentley seconded, the question was called, and the motion carried unanimously.**

Clerk/Treasurer Weller previously distributed copies of the October Local Government Investment Pool (LGIP) statement and reconciliation to board members. The LGIP committed and uncommitted accounts reconciled at a total of \$1,079,886.31 on October 31, 2024.

Supervisor Pingel made the motion to approve the LGIP statement reconciliation as presented, Supervisor Firkus seconded, the question was called, and the motion carried unanimously.

Clerk/Treasurer Weller previously distributed copies of the November Local Government Investment Pool (LGIP) statement and reconciliation to board members. The LGIP committed and uncommitted accounts reconciled at a total of \$842,917.83 on November 30, 2024.

Supervisor Pingel made the motion to approve the LGIP statement reconciliation as presented, Supervisor Firkus seconded, the question was called, and the motion carried unanimously.

• **CASH SUMMARY AS OF DECEMBER 11, 2024, AT 5:30 PM:**

COMMITTED FUNDS:		\$ 209,895.00
UNCOMMITTED FUNDS: GENERAL ACCOUNT	\$ 633,022.83	
NOW CHECKING	\$ 28,341.23	
TOTAL UNCOMMITTED FUNDS:		\$ 661,364.06
TOTAL CASH FOR TOWN OF PLOVER:		\$ 871,259.06

Supervisor Pingel made the motion to approve the cash summary as presented, Supervisor Bentley seconded, the question was called, and the motion carried unanimously.

17. BUDGET ADJUSTMENTS:

Clerk/Treasurer Weller reported overages of \$17.50 in Legal Expense relating to the potential closure of the Meehan Drive railroad crossing, \$696.00 in Assessor due to assessment software, \$293.13 in Garbage Pickup/Tipping Fees due to curbside garbage pickup, and \$7,842.25 in Tourism Development - 70% relating to the payment of third quarter room tax to the Plover Area Convention and Visitors Bureau.

Supervisor Bentley made the motion to adjust the overages by transferring \$8,848.88 from Contingency Fund. Supervisor Pingel seconded the motion, the question was called, and the motion carried unanimously.

18. APPROVAL OF VOUCHERS FOR PAYMENT, SIGNING OF VOUCHER LIST, AND AUTHORIZATION OF TRANSFER OF FUNDS:

Supervisor Pingel made the motion to approve the payment of \$47,175.38 to cover Checks 27573 through 27585, Checks 27587 through 27602, and electronic funds transfers EFTSW1024 and EFTETF1024. Check 27586 is being held until the vendor's work can be inspected. Supervisor Rossier seconded the motion, the question was called, and the motion carried unanimously.

Supervisor Bentley requested updates on tourism entity activities.

19. FUTURE MEETING DATES AND AGENDA ITEMS:

Supervisor Rossier recommended implementing building maintenance checklists for the town hall and town shop, and he also shared information from follow-up conversations with employees after their performance evaluations.

A closed session meeting for job applicant interviews is anticipated the week of December 16. The year-end town board meeting is scheduled for December 30 at 6:00 PM. The next regular town board meeting is scheduled for January 15. A future agenda will include employee wage rates for 2025.

20. ADJOURNMENT:

Supervisor Bentley made the motion to adjourn the meeting at 8:49 PM, Supervisor Rossier seconded, the question was called, and the motion carried unanimously.

Respectfully Submitted By:
Patricia Weller, Clerk/Treasurer
Approved: 03/05/25