

Minutes to be approved April 8, 2024.....

Town of Rockland March 11, 2024 Board Meeting

Rockland Town Hall @ 7:00 P.M.

Chairperson, Rosalie Geiger called the meeting to order at 7:00 p.m. Additional officials present were Mike Havlinek, Tim Thor, Paula Winkel, Keith Brandes and Dan Benter. There were 8 citizens present and 4 visitors. Motion made by Tim Thor and second by Mike Havlinek to approve the secretary's report as posted and printed. Motion carried. Motion made by Mike Havlinek to accept the Treasurer's Report as read. Second by Tim Thor. Motion carried.

**The agenda was followed as printed and posted.**

**Public Input:** The annual meeting date differs from what was in the Town newsletter. The date selected is Tuesday, April 16<sup>th</sup> at 7:00 p.m. and this will be posted around Town and on the web-site.

**Reports and Communications:** Mike Havlinek asked the Clerk to complete the Census report due in June. Paula Winkel shared communication from the County including dates for the District Meeting, County Board of Adjustment, and county wide Fire/EMS discussion. Also shared was that WTA is hosting a Road School, open WAPA meetings with WI DOT are scheduled, a revaluation notice for the Town was shared and will be posted on website and in town, the annual loan payment being made this week and the phragmites contract will be available for review at April's meeting. The Board confirmed a new home building permit is required for new seasonal cottages built in Peterman's park.

**Licenses & Permits:** As listed on the agenda.

**Personal Property Tax Elimination Plan:** Westshore Retreat on Long Lake is affected by the shared revenue bill, 2023 Act 12. Most items that had been classified as personal property will be exempt from taxation. Mobile/manufactured homes will be reclassified as real property. Scott Tennesen (Town of Rockland Assessor) shared an update from County Real Property Lister clarifying options for situations like this. It was agreed that the Assessor will provide owner of Westshore Retreats a list of assessed value for impacted properties and the Town can provide the tax rate for Westshore to calculate a charge for each impacted property owner. This charge will be reimbursement for the new real property taxes Westshore will owe.

**Sanitary District Grant/Loan Plan:** Lynn McIntire, Planning and Grants Team Lead, with Cedar Corporation shared that the Rockland Sanitary District (RSD) is non-complaint per DNR of phosphorous levels. The RSD has evaluated options and narrowed it down to needing a chemical addition. The cost for this plan is in the neighborhood of \$540,000 (may vary based on final bids). Cedar Corporation was hired to do the engineering and identify funding options. RSD completed an income survey that found it qualifies for a Community Development Block Grant. The Town of Rockland wants to support the RSD in these efforts so will help file the grant on RSD behalf (due mid-May). The grant would cover 2/3 of the cost of the project and 1/3 would need to be covered by RSD. Notifications will be put in local newspapers about an

upcoming citizen hearing on April 8<sup>th</sup> and will work with the town on necessary resolutions and application requirements. Cedar Corp. and RSD are working together on other contingency funding plans.

**Annual Town Audit 2023 Results:** Amber Drewskie from Clifton Larson Allen (Town's Financial auditor) presented draft results of the 2023 financial results. Report will be finalized by end of March. Town remains in good standing with cash reserve levels. One follow up is to ensure extra principal payments made on loan debt are fully going towards principal and suggestions were to plan for longer term capital needs and use more budget amendments for larger adjustments throughout the year.

**Annual Town Meeting:** April 16, 2024 at 7:00 p.m. at the Town Hall. Just a reminder all are welcome.

**ARPA Funds and County Deadline:** Need to identify projects to the County by July 1<sup>st</sup>, 2024. Town has balance of \$9,322.10 that can be used for ARPA compatible projects. Keith Brandes will obtain estimates for two culverts that Town could consider replacing and using ARPA dollars.

**LRIP:** Not an option to use for upgrading the parking lot. Agreed not to pursue at this time.

**Presidential Primary and Spring Election: April 2, 2024:** A reminder of this election occurring at Town Hall.

**Short Term Vacation Rentals:** Mike Havlinek provided a draft copy of a Short Term Rental Ordinance to Board members. Board agreed to set annual renewal of licenses by April 1<sup>st</sup>, license cost of \$35/year, and will set a fee if a license is not obtained. Mike will revise the draft with inputs and this will be reviewed for possible adoption at the May meeting.

**Small Bridge/Culvert Inventory Plan:** Tim Thor made motion and Mike Havlinek second to use Delmore Consulting to complete the inventory of 6-20' culverts. Motion passed. The agreement with Delmore Consulting was signed by Chair, Rosie Geiger.

**Communication with Road Superintendent; Road/Culvert Status:** Keith Brandes reported a complaint of drivers not stopping at a Hilltop Rd stop sign. Flags have been added to help highlight the sign. Truck 41's alternator was replaced. The shop battery charger is not functioning and it was agreed to replace it. Board supported selling two ditch mowers and related spare parts at an April auction. Keith has one estimate for a ditch mower and is awaiting another. Supply of recycling bags is getting low and will be reordered.

**Constable Report:** Dan Benter responded to three dog complaints and one of carpeting thrown in the ditch on Collins Marsh Road. The carpet was taken to the Recycling Center.

**Vouchers Approved:** Motion made by Tim Thor and second by Mike Havlinek. Motion carried to approve payments of vouchers #21848 to #21877 and EFT's in the amount of \$834,097.09.

**Topics for April 8, 2024:** Resolutions tied to the Sanitary District Grant, Board of Review related ordinances, and phragmites contract. There will be a citizen hearing for the Sanitary District Project on this date also.

**Adjournment:** Motion made by Mike Havlinek and second by Tim Thor to adjourn the meeting at 9:29 p.m. Motion carried. Meeting adjourned.

Respectively Submitted,

Paula Winkel, Clerk/Treasurer, Town of Rockland, Manitowoc County