

Minutes to be approved June 10, 2024.....

**Town of Rockland May 13, 2024 Board Meeting
Rockland Town Hall @ 7:00 P.M.**

Chairperson Rosalie Geiger called the meeting to order at 7:00 pm. Additional officials present were Mike Havlinek, Tim Thor, Paula Winkel, Dan Benter, and Road Superintendent, Keith Brandes. Laura Henze was present as the recording clerk. There were two citizens present and two visitors, Mike Burnside from Scott Construction and Renee Swenson from Cedar Corp. Motion made by Mike Havlinek and second by Tim Thor to approve the secretary's report as posted and printed. Motion carried. Motion made by Tim Thor to accept the Treasurer's Report as read. Second by Mike Havlinek. Motion carried. **The agenda was followed as printed and posted.**

Public Input: Nothing to report.

Reports and Communications: Paula Winkel provided updates to the Board including Amy Kocian, current Manitowoc County Treasurer, has resigned in order to take another County Finance position. The Town received \$2125.00 from the auction sale of two used ditch mowers which will be put toward the purchase of new ditch cutting equipment. Monies received this month include \$7351.51 from Personal Property Aid and \$4108.33 from the Recycling Grant. The annual recycling report was submitted and a review of the Recycling Center's expenses/income was suggested as a topic for June. New Recycling Center signage was proposed and will be ordered. The Department of Transportation advised that additional Hwy 10 construction work will be underway soon. Delmore Consulting completed inventory of the Town's 6-20ft culverts. Estimates were provided to the Board for cybersecurity and back-ups of the Town's computer system as well as the cost for a new desktop computer. The Board wants an annual maintenance contract with IT Dept. to progress and a new computer will be put into the 2025 budget.

Licenses and Permits: Building/razing permits as listed on agenda. Clarification regarding liquor and wine license applications was reviewed given new forms tied to Wis. Act 73. Liquor license applications will be reviewed in June.

Authorizing Resolution to Commit Match Funds and Certification of Match Funds Secured: A resolution was signed by the Town of Rockland Board as Collins State Bank has committed a loan in the amount of \$212,289.00 for the Rockland Sanitary District #1 Chemical Feed Installation for Phosphorus Reduction, if needed. This is identified as Resolution 05-13-2024d. Motion made by Tim Thor and second by Mike Havlinek. Motion approved. Rosalie Geiger signed the Community Development Block Grant application that Cedar Corp. will be submitting on May 15th.

Road Improvement Plan - Including opening sealed bids: Rosalie Geiger opened one sealed bid from Scott Construction. Mike Burnside reviewed the bid of \$136,250.00 for asphaltic chip seal surfacing for pavement maintenance and preservation of portions of 9 township roads. A \$3000.00 discount was provided if all projects were to be completed. Motion was made by Mike Havlinek to accept the bid (9 roads at \$133,250.00), Tim Thor second, and the motion carried. Work to begin approximately the end of June.

Open Book and Board of Review - Meeting to Adjourn to Later Date - Tuesday, June 4th at 7:00p.m. Per statute, the Town of Rockland will briefly meet and then adjourn in order to give more time for assessments in this revaluation year. Open book is anticipated to be October 1st from 9 a.m. to 5 p.m.

Short Term Vacation Rental Ordinance: Mike Havlinek made a motion to adopt The Town of Rockland Short-Term Rental Licensing Ordinance 05-13-24a. Tim Thor second the motion. Motion carried. Property owners interested in

using a township property for short term rental purposes will need to comply with the state, county, and township requirements. The state of Wisconsin requires a Rooming House License, Manitowoc County requires a Conditional Use Permit and the Town of Rockland will require a property owner to fill out a Short Term Rental Permit Application at a cost of \$35 providing the aforementioned information to the township.

Neighborhood Watch Memorial Day Flag Request: Neighborhood Watch Program has asked if the Town would put up flags in Collins for Memorial Day. Keith Brandes has agreed to assist if available.

Ordinance for Selecting Alternates for Board of Review: Dennis Rusch agreed to serve as alternate #1 on the Town Board of Review in the event a standing board member of the Review is removed or unable to serve for any reason. William Dallman agreed to serve as alternate #2. Motion made by Tim Thor and second by Mike Havlinek to adopt Ordinance 05-13-2024b to Appoint Alternate Members to the Board of Review. Motion carried.

Ordinance for Income Confidentiality for Board of Review: Motion by Tim Thor. Second by Mike Havlinek. Motion carried to adopt this ordinance, identified as 05-13-2024c, relating to the confidentiality of information about income and expenses requested by the assessor in property assessment matters in the Town of Rockland.

No Official Newspaper Resolution: Motion by Tim Thor and second by Mike Havlinek to adopt the policy that the Town of Rockland does not have an official newspaper. Motion approved. Resolution identified as 05-13-2024e.

Temporary Records Project: Board discussed going forward with using a voluntary or paid (minimum wage) person to assist with organization and cleaning up of Town of Rockland's ordinance and resolution historical records. This is identified as a possible fall/winter project for individual(s) wanting a community service or resume building project.

Culvert Plans - Open sealed bids and ARPA funds: Rosie Geiger opened a bid from Ross Excavating for replacing two culverts (Milwaukee St. and Neumeyer Ln) at cost of \$16,600 for installation and paving. Keith Brandes would purchase the Core and Main culverts and an end cap at a cost of \$2721.40. Total cost for project is \$19321.40. There is currently \$9322.10 in ARPA funds yet available which would be matched by Manitowoc County ARPA funds to offset costs. Mike Havlinek made a motion to move forward with two culverts and use of ARPA funds. Tim Thor second, motion carried.

Road Superintendent Report on Roads/Culverts/Signs and ditch Mower Recommendation: Keith Brandes will check ditches that possibly need to be cleaned out. Property owners who have stones/gravel on lawns will not receive Town of Rockland assistance for removal. Estimates discussed for replacement of ditch mower with prices ranging from \$18,500 to \$28,000. The Samaz brand (cost about \$18,500) will be demo tested by Keith Brandes. Motion made by Tim Thor and second by Mike Havlinek to make purchase after a satisfactory test drive. Motion carried.

Constable Report: Dan Benter shared he worked with the Manitowoc County Sheriff's Department who will handle landowner complaints, responded to two calls on Long Lake and removed a fallen tree from the road.

Vouchers Approved: Motion made by Tim Thor and second by Mike Havlinek. Motion carried to approve payments of vouchers #210609 to #21962 and EEFT's in the amount of \$34,767.12.

Topics for June 10, 2024 Board Meeting: Recycling Center expenses and income and liquor/operator licenses.

Meeting Adjourned: Mike made a motion to adjourn, second by Tim, motion carried. Meeting adjourned at 8:45p.m.

Respectfully Submitted, Laura Henze, Recording Clerk, Town of Rockland, Manitowoc County