

Regular Board Meeting
Tuesday, May 11, 2021
Townsend Town Hall
6:00 p.m.

Chairperson Carla Van Camp called the meeting to order at 6:04pm

Roll call: Chairperson Carla VanCamp, Supervisor Linda Adamczyk, Supervisor Joe Heyrman, Treasurer Beth Hartman, Clerk Linda Ziegler. 15 citizens

Verification of proper agenda notice: Ziegler posted the agenda on May 4, 2021 at Townsend Post Office, Townsend Town Hall, Laona State Bank, Townsend branch, and www.townsendwisconsin.org.

VanCamp made additions to the agenda including the Conditional Use Permit for Northeast Asphalt, Inc and Adamczyk added the Townsend Festival to the permit approval. Adamczyk made the motion to approve the agenda with corrections, 2nd by Heyrman– M/A

Correction to the April Minutes to change the date from April 6 to April 12. Motion made by Adamczyk to accept the minutes of April 12, 2021, 2nd by Heyrman– M/A

Treasure’s report – Hartman gave a P&L budget performance report. Motion by Heyrman to approve the report and pay all the bills, 2nd by Adamczyk– M/A

Ambulance Report - report on file

Fire Department report – 2 reports on file. Chief Herlache said they will have the 2022 cash raffle and are making plans for the 4th of July celebration party

Community Advisory Committee – VanCamp has a call into the builder/architect to discuss the plan for the town hall

Lakes Country Library – per Jim Adamczyk, the Library has their annual meeting and the elected officers remained the same. The library has dropped their book quarantine and as of June 1st, past due fines will be implemented. An auditor has been hired and the next meeting is May 28, 2021

Comprehensive Planning Committee: Chairperson Tim McGuire state that the Towns’ Planning Commission has completed their review of the 2008 20-year plan. Most the the changes were grammatical corrections. Changes to the maps were made and the County had updated some of the language. Resolution 01-2021, A Resolution to Approve an Amendment to the Town of Townsend 20-year Comprehensive Plan, was adopted on May 4, 2021 by a vote of 6 ayes, 0 noes, 0 absent. The resolution has been posted.

Permits/Licenses – Applications for Temporary Class “B”/” Class B” retailers License were presented from Pickerel Chain Lake Association for July 24 at Oughton Park and the Townsend Festival Committee for Little League and Jack n Jill for May and June. Adamczyk made the motion to approve both picnic licenses, 2nd by Heyrman – M/A

Public Comment: Monica Zeller wants to continue the discussion regarding regulations on Airbnb/VRBO's within the Town of Townsend from last month's meeting. VanCamp has started checking. Townsend does not have a hotel/motel tax, the tax would go to a tourist account through Oconto County. Zeller says the town should be proactive and have control on the licensing. Treasurer Hartman, who is also the Clerk at Riverview, said they implemented a tax this year. The state started this in 2018. Hartman said this is difficult to administer. 70% of the fee would go to tourism and 30% goes to the town. Hartman said that these businesses do need to have state permits to operate. Any nuisance and/or disturbances would be covered under a current ordinance and the sheriff should be contacted to resolve. VanCamp will continue to check with WTA and OCEDC for guidance and will report in June

Business:

- 1) Conditional Use Application owner Northeast Asphalt, Inc Parcel #042-151507232;042-151507333;042-222207122, 18200 Valley View Road.
NEA is requesting renewal of its 2016 Conditional Use Permit for the Life of the site with no proposed changes. Planning Commission chairperson Tim McGuire stated that the proposal agrees with the Town vision statement as found in the Town Comprehensive Plan. The proposal agrees with the Town Goals, Objectives & Development Strategies as found in the Town Comprehensive Plan and the Town Planning Commission recommends approval of this application.
Adamczyk made the motion to review the Conditional Use Application, 2nd by Heyrman – M/A
- 2) Ordinance 05-2021, An Ordinance to Adopt an Amendment and Update to the Town of Townsend 20-year Comprehensive Plan. The Townsend Town Board approved this ordinance Ayes 3, Noes 0, Absent 0.
- 3) Hotchkiss Easement. Grandfather Hotchkiss had deeded 40 ft of frontage on the Reservoir Pond to the the Town as a public easement many years ago (Meadow Parkway). Dennis Hotchkiss wants that land back for his private use. Per the state statues, if the town surrenders an easement, the land reverts to the DNR. VanCamp sent a letter to Hotchkiss explaining this and denying his request.
- 4) Open Book/BOR – the Board met with the Assessor at 5:30pm and set the open Book for June 9, 2021, 10am – noon. The Board of Review will be held Thursday, June 17, 2021 beginning at 3:30pm
- 5) BOR Alternate – the Board appointed Beth Hartman as the Alternate for the Board of Review via and ordinance to be posted.
- 6) Oconto County Economic Development Request for \$500.00. Adamczyk made the motion to deny the request, 2nd by Heyrman – M/A

- 7) Little League Donation – Heyrman made the motion to disburse \$100.00 to the Little League, 2nd by Adamczyk – M/A. Check will be distributed to Andrew Arnold, Little League coordinator.
- 8) Festival Donation – Adamczyk made the motion to disburse \$450.00 to the Festival Committee for insurance, 2nd by Heyrman – M/A

Correspondence:

National Clerks Week was May 3 – 7th. VanCamp thanked Ziegler for her clerk service. This week is National Police Officers week. Make sure to thank our officers. VanCamp reported that the Pickerel Lake netting turned up over 1500 bullheads so far.

Announcements:

Amoterra May 14-16, Townsend Town Hall
Pickerel Lake Meeting May 29 @ 9am

Heyrman motioned to adjourn at 6:50pm 2nd by Adamczyk – M/A

*Minutes approved June 8, 2021
Linda Ziegler, Clerk*