

December 10, 2019

Town Chair Bryce Black called the regular Town Board meeting to order at 6:34 p.m. at the Frankfort Town Hall on Tuesday, December 10, 2019.

Other Board members present were Richard McDermott, Curt Stine and Josh Manor. Town Clerk Maureen Manore was present. Donna Juleff arrived at 6:55 p.m.

Also present were Jessica Bignell, Rich Bignell and Austin Bignell.

### Minutes

The draft minutes from the November 12, 2019, meeting were read. There was a change to the Cemetery Ordinance Review to add the word "unclaimed" and a name spelling correction under Road Reports. The minutes stood as corrected.

### Financial Report

Treasurer's report for November was read. The ending balance was \$269,636.29.

### Citizens' Concerns

Bryce Black received an email from Lily Arbore suggesting that the Town's budget detail be put on the website.

### Discuss/Vote – Conditional Use Permit Request – Richard/Jessica Bignell

Plan Commission Chair Don Gisch and Vice-Chair Richard McDermott reported on the Conditional Use Permit hearing and Plan Commission meeting held on December 3<sup>rd</sup>. There were 21 people attending, most of whom spoke in favor of the proposed use of having a bar on the property. There was no one who spoke against it but a few people expressed concerns about the potential noise from outdoor events. The Plan Commission voted in favor of recommending the Conditional Use Permit and suggested additional conditions. These conditions were:

- Approved County Health Inspection Verifications
- Building Inspection Approval for Commercial Operations
- An approved Facility for Food Service
- Address all Business Related Complaints Immediately
- Hour of Operation for Outdoor Music Venues to end at 12:00 a.m.
- Signage in Compliance with Zoning Ordinance
- Current Sellers Permit

The Board discussed the hearing information and the additional conditions. Bryce Black stated that even though there has been a small, privately-used dirt bike course on the property, this conditional use permit does not allow moto-cross or any sort of off-road motorized events.

Motion by Curt Stine, seconded by Donna Juleff, that the Board grant the Conditional Use Permit requested by Jessica and Richard Bignell including the Plan Commission conditions. A roll call vote was held, the results as follows: Donna Juleff – yes; Josh Manor – yes; Curt Stine – yes; Richard McDermott – yes; Bryce Black – yes. The motion carried.

### Report on Other Meetings Attended

Bryce Black attended a Wisconsin Towns Association (WTA) unit meeting on December 2<sup>nd</sup>. This was a joint meeting of the Pierce and Pepin County Units which Bryce Black chaired. Representative Warren Petryk was there to talk about legislative updates. WTA lawyer Joe Ruth was also there. Bryce Black asked him if there was any reason not to post a draft budget on the website. Joe Ruth did not see any reason not to but advised towns that the officially adopted budget should keep the categories general to avoid having to vote on budget modifications in the future.

### Road Reports

The Paradise Lane culvert that was too short has been extended and ripped.

Bryce Black submitted a project proposal to Pepin County Highway Commissioner Kris Quandt for submittal to the state for the Multimodal Local Supplement (MLS) grant. The submittal was to replace the bridge on Swede Ramble Road which provides access to the DNR public hunting ground and to logging and agricultural areas. The Commissioner attached an estimate of \$270,000.00 to the project. If we receive the grant, it would cover 90% of the project cost.

Bryce Black received a call from the Commissioner informing him that the Town of Waubeek did not want to use their 2017-18 LRIP grant of \$18,400.00. He offered the Town of Frankfort a chance to use it instead. The Board discussed the grant and using it toward blacktopping the remaining crushed rock section of Bear Pen Road. Quandt estimated this project would cost roughly \$104,000. It was agreed to apply for this 50/50 grant and for the county to complete the work, under the Hot Mix Only part of the grant. This means the Town will need to spend \$37,800 to be eligible for reimbursement of \$18,400. The blacktopping portion of the work will need to go out on bid (through the county).

#### Liquor License Ordinance Draft

The Board examined the draft ordinance to set license fees. It was decided that more information was needed in the section that listed the fees. Curt Stine and Maureen Manore agreed to work together on that section. The Board discussed the procedure for issuing licenses, the classes of licenses and payments.

#### Assessor Contract Renewal

No contract was submitted at this time.

#### Building Inspector Contract Renewal

The contract for Weber Inspections was examined and signed by the Chair.

#### Command Central Hardware Maintenance Agreement

The Board read the agreement and it was signed by the Chair.

#### Durand Ambulance Contract

The Board examined the contract and decided that item 2 needed to be reworded as it seemed to indicate that the Town's payment was \$11.00.

#### Appoint Election Inspectors of 2020-2021

The Clerk requested that the following people be appointed as election inspectors for the next two years: Donna Gates; Suzy Hornbaker; Pat Seipel; Dan Seipel; Carrie Anderson; Michael Albert; Judy Lively; Debra Fisher; Rick Riggins; Dan Barber.

Bryce Black appointed these people and the Board confirmed the appointments

#### Board of Adjustment Appointment

Bryce Black re-appointed Cindy Schultz to serve a three year term on the Board of Adjustment beginning December 31, 2019 and running to December 31, 2022. The Board confirmed the appointment.

#### Set Caucus Date

The caucus date was set for January 14, 2020 to begin at 6:30 p.m. in the Frankfort Town Hall.

#### Pay Bills

The Town bills were reviewed and paid.

The next board meeting was set for January 14, 2020, following the caucus. The tentative Town Board meeting agenda will cover: Town Board Minutes, Financial Report, Citizens' Concerns, Report on Other Meetings Attended, Road Reports, Liquor License Fee Ordinance, Assessor's Contract Durand Ambulance Contract and Pay Bills.

The Chair adjourned the meeting.

Time 8:20 p.m.

Maureen Manore, Clerk