

**TOWN OF CEDARBURG
MEETING OF THE BOARD OF SUPERVISORS
October 3, 2018**

Present:

David Salvaggio, Chairman
Wayne Pipkorn, Supervisor, Seat 1
Bill Wattson, Supervisor, Seat 2
Thomas Esser, Supervisor Seat 4

Tim Rhode, Administrator
Charles Pretty, Treasurer
Eric Ryer, Assistant Administrator/Clerk
Brad Hoeft, Town Attorney

Excused:

Gary Wickert, Supervisor Seat 3

1. CALL TO ORDER/ROLL CALL/PLEDGE OF ALLEGIANCE

Chairman Salvaggio called the regular meeting to order at 7:00 pm. The meeting began with the pledge of allegiance.

2. ANNOUNCEMENTS:

Administrator Rhode noted progress has been slowed on the Korb Sports Complex due to the wet weather. Staff will be meeting with the construction manager to get an updated schedule. Staff is also working on the 2019 draft budget and will be scheduling a Finance Committee for late October. Lastly, the Town has received a \$100,000 anonymous donation for the Sports Complex, marking the third major donation.

3. HEARING OF THE PEOPLE:

None.

4. COMMUNICATIONS AND REQUESTS FOR HOLDING TANK AGREEMENTS AND OPERATOR LICENSES:

a. None*

5. CONSENT AGENDA: *The Consent Agenda contains routine items and will be enacted by one motion without separate discussion unless someone requests an item to be removed for separate consideration and vote.*

a. **Accepting August 15, 2018 Plan Commission Meeting Minutes**

b. **Approving September 5, 2018 Town Board Meeting Minutes**

Supervisor Pipkorn made a motion to approve the consent agenda. Supervisor Wattson seconded, and the motion passed unanimously.

6. TREASURER'S REPORT

a. **Motion Accepting the September 2018 Treasurer's Report***

Treasurer Pretty presented the report to the Board. Supervisor Pipkorn made a motion to accept the Treasurer's Report for September 2018. Supervisor Esser seconded, and the motion passed unanimously.

7. PRESENTATION OF BILLS/PURCHASE ORDER/PAYROLL/AWARDS

a. **Presentation of Bills/Purchase Orders/Payroll/Awards for September 1, 2018 to September 30, 2018 (Check #'s 32781-32832, V1929-V1957 and manual checks/wire transfer as shown)***

Following brief discussion, Supervisor Esser made a motion to accept all bills as presented for review. Supervisor Wattson seconded, and the motion passed unanimously.

8. REPORTS TO BE RECEIVED/FILED (Non-action items)

a. Possible report regarding local nuisance/law enforcement issues (Administrator Tim Rhode)*

Administrator Rhode noted Constable Fitting is investigating a dog at-large issue and a property dispute between two neighbors.

b. Report on recreation program revenues and expenditures (Assistant Administrator/Clerk Eric Ryer)*

Asst. Administrator/Clerk Ryer stated the balance stood at just over \$17,000.

9. PUBLIC HEARINGS

a. Public hearing to take comment on Ordinance 2018-3, “An Ordinance to amend Chapter 320: Zoning, relating to regulations regarding permitted accessory structures in residential districts”

Staff has been fielding questions regarding accessory structure height. The main issue is with single-story homes as they are currently allowed 15’ in height, regardless of height of the home or pitch of the roof. Residents wishing to construct the building to match the pitch of the roof often times puts them over the 15’ limitation for ranch homes. The Plan Commission directed staff to further research this issue. At their September meeting, the Commission recommended approval of an ordinance making changes to allowable height for accessory structures in certain residential districts. There was no comment from the public. Supervisor Pipkorn moved to close the public hearing. Supervisor Esser seconded, and the motion passed unanimously.

b. Public hearing on a massage establishment license for InTouch Therapeutic Massage, LLC (Applicant: Brooke Matenaer)

This application is a massage license establishment renewal for InTouch Therapeutic Massage located at 5009 Columbia Road for October 2018-October 2019. No complaints have been received regarding the InTouch Therapeutic massage license since issued in 2017. There was no comment from the public. Supervisor Pipkorn moved to close the public hearing. Supervisor Wattson seconded, and the motion passed unanimously.

10. OLD BUSINESS

a. None

11. NEW BUSINESS

a. Discussion and possible motion on Ordinance 2018-3, “An Ordinance to amend Chapter 320: Zoning, relating to regulations regarding permitted accessory structures in residential districts”*

This item continues from item #9a. Chairman Salvaggio noted the proposed ordinance updates the Town code to bring it more in line with current architecture. Following discussion, Supervisor Wattson moved the Board approve Ordinance 2018-3, “An Ordinance to amend Chapter 320: Zoning, relating to regulations regarding permitted accessory structures in residential districts.” Supervisor Pipkorn seconded, and the motion passed unanimously.

b. Discussion and possible motion on a massage establishment license for InTouch Therapeutic Massage, LLC (Applicant: Brooke Matenaer)*

This item continues from item #9b. Staff noted no complaints have been received regarding the establishment. Following discussion, Supervisor Pipkorn made a motion the Board approve a massage establishment license for InTouch Therapeutic Massage, LLC. Supervisor Esser seconded, and the motion passed unanimously.

c. Discussion and possible motion setting Trick-or-Treat date and time for 2018*

The Town of Cedarburg has historically set the date and time for Trick-or-Treat to the same date and time as the City of Cedarburg to simplify this tradition for community residents. This year, the City of Cedarburg will be holding Trick-or-Treat on Saturday, October 27th, from 5pm-8pm. Supervisor Esser moved the Board set Trick-or-Treat for Saturday, October 27th from 5-8pm. Supervisor Pipkorn seconded, and the motion passed unanimously.

12. ADJOURNMENT

At 7:12 pm, Supervisor Esser moved and Supervisor Pipkorn seconded a motion to adjourn. The motion was unanimously approved.

Respectfully Submitted,

Eric Ryer
Assistant Administrator/Clerk