



# MINUTES OF MONTHLY MEETING OMRO TOWN BOARD

**DATE:**  
October 21, 2024

**TIME:**  
6:00 p.m.

**LOCATION:**  
Omro Town Hall, 4205 Rivermoor Rd.

## **Regular Meeting Called to Order**

The regular town board meeting was called to order by Chairman Brian Noe at 6:00 p.m.  
The Pledge of Allegiance was said in unison.

## **Attendance**

Chairman Brian Noe, Supervisors Mark Krings and Steve Disterhaft, Clerk Dana Woods, Treasurer Brenda Pluchinsky and Attorney Karen Marone were present

## **Statement of Public Notice**

Notice of this meeting was posted at the following locations: Omro Town Hall, 4205 Rivermoor Road; Garbage & Recycling Drop-Off Center, Wendt Road & County Road FF; and near the Corner of Liberty School Rd & County Road F. Notice was also posted on the Town of Omro website and emailed to the Omro Herald and the Oshkosh Northwestern.

## **Public Comment**

- **Omro School District Superintendent Jay Jones** spoke to present information on the referendum on the upcoming November 5 ballot and answer any questions people might have. One is an operational referendum, and the other is a capital improvement referendum. The district website has a financial impact calculator people can use to see what their individual property tax impact will be. People are also welcome to contact Mr. Jones himself with any questions.
- **Resident Tom Tuschl** commented that he asked the Town Dump Site attendant about the potential of the electronics recycling opportunity there. He was unaware the board was looking into it. Chairman Noe will reach out to Jeff and bring him up to speed on it.

## **Community Policing Discussion with Sheriff's Department Representative**

Deputy Kyle Beck was present and made himself available for any questions. Requested people refrain from burning for a while, if possible. There was a recent marsh fire.

## **Consider Proposals Submitted for Building Inspection Services**

The proposals varied greatly in terms of pricing and structuring the fees. Discussion resulted in the desire to have each firm come in and give a presentation to answer questions. We could choose to simplify things by delegating the commercial and new housing. Meeting will be scheduled for 4 p.m. on November 18 and will take place in closed session using the competitive bargaining implications exception to the Open Meetings Law.

## **Review Current Levels of Insurance Coverage for Town Facilities for Possible Adjustment**

Chairman Noe commented that it's been a while since we evaluated our coverage. The replacement allowances on the policy seem too low for what it would cost to rebuild or replace the town hall and its contents. Consensus was to contact the insurance company and have them present a proposal. Clerk Woods will reach out to Rural to arrange an assessment and we can discuss more when we have information to consider.

### **Considering Hiring Town Hall Cleaning Employee – Dana Kuhlman**

Clerk Woods indicated that we hired someone to clean, as needed, a couple years ago. However, she's become hard to reach and didn't respond to requests last year. Since then, the staff has just been spot cleaning on occasion to keep up. We don't need someone to clean every area every month, but we are in need of a good total cleaning and then some regular maintenance. Woods and Treasurer Pluchinsky both know Dana Kuhlman personally and know her to be responsible. When they heard she was thinking about taking a cleaning job at her own church, they asked if she would be interested in cleaning the town hall once in a while. She came to see the space and is willing to do it for the same amount our previous person was - \$30/hour. Would plan to so a more comprehensive cleaning next week prior to the election, and then tackle small up-keep cleaning on a rotating basis to keep the cost to an average of about \$50/month.

**MOTION** by Supervisor Krings, second by Supervisor Disterhaft to hire Dana Kuhlman for town hall cleaning at a rate of \$30/hour.

Motion carried on 3-0 voice vote.

### **Accept Resignation of Bruce Roskom as Plan Commission Chair**

The town did not receive an official letter, however, in-person conversations with Chairman Noe and Clerk Woods indicate Bruce Roskom's desire to step down after some recent unpleasant conversations with property owners. He indicated he truly enjoyed the work and thinks highly of the Plan Commission members, however, he's grown weary of dealing with property owners who cannot seem to understand their projects are not compliant with town and/or county code. He said he was willing to still be a resource for us.

**MOTION** by Supervisor Krings, second by Supervisor Disterhaft to accept (with regrets) the resignation of Bruce Roskom as Plan Commission Chair.

Motion carried on a 3-0 voice vote.

### **Consider Authorizing Clerk and/or Chairman to Apply for Innovation Planning Grant**

Wisconsin's Innovation Grant is made available to encourage communities to consolidate services, such as EMS and other necessary services, in an effort to save money. Accompanying the Innovation Grant is another funding opportunity called the Innovation Planning Grant. Meant to help level the playing field when it comes to resources available to larger communities when it comes to making grant applications, the PLANNING grant is only available to communities with a population 5,000 or less, and provides up to \$100,000 for staff and/or consultant expenses related to applying for the Innovation Grant itself. Applications are expected to open up November 1, and given the amount of interest, it would be nice to have Town of Omro be ready to submit, if feasible, shortly after. Chairman Noe and Clerk Woods are seeking board's permission to work on the grant application right away when it becomes available.

**MOTION** by Supervisor Krings, second by Supervisor Disterhaft to allow Chairman Noe and/or Clerk Woods to submit the grant application if they have an opportunity to do so.

Motion carried on a 3-0 voice vote.

### **Consider County's Plan to Revise Sections of the Winnebago County Zoning Code (Chapter 23) of the Winnebago County General Code**

This was just sent to us days ago. While most of the changes seems to be clerical formatting, and some may be to align with current statutes, no explanation was provided. Board will have clerk email asking for the item to be laid over to a future month so we can have proper time to gain information and formulate a response. Not ready to submit a Resolution in support or oppose at this time.

### **Appoint Election Inspectors for the Remainder of the 2024-25 Term**

Clerk Woods indicated she followed up with some individuals who expressed interest recently and thought it would be good to add a few names to the roster given how many people will be needed this November. She plans to schedule a training session for this later this week, for those who are appointed, to bring them up to speed. One of the names on the list is Clerk Woods' son who will waive compensation from the town, acknowledging he's interested and willing to serve, but this role would place him under the direct supervision of a family member along the appointed Chief Inspector.

**MOTION** by Supervisor Disterhaft, second by Supervisor Krings to appoint Teresa Vnuk, Tammy Lucht, Alex Woods and Kirk Ruetten as Election Inspectors for the remainder of the 2024-25 term provided they all accept payment. The board sees no conflict with having the clerk's son receive pay for his time that day.

Motion carried on a 3-0 voice vote.

### **Consider Having Town Engineer Review and Update Development-Related Ordinances**

Chairman Noe suggested it would be a good idea to have the town's engineering firm review ordinances to make sure we are covering our bases with regard to stormwater issues and future development. 50:00 minute mark.

**MOTION** by Supervisor Disterhaft, second by Supervisor Krings to have Chairman Noe get a proposal from Strand to do this.

Motion carried on a 3-0 voice vote.

### **Consider Revisions to Town's Election Contingency Plan**

Clerk Woods indicates some changes she felt necessary for the Town's Election Contingency Plan that would be implemented in the event of an emergency on election day affecting the polling place. Changes mainly included language pertaining to Badger Books equipment – which we did not have when the plan was first adopted a couple years ago – and instructions for adhering to an official holding statement.

**MOTION** by Supervisor Krings, second by Supervisor Disterhaft to approve revisions to the Town of Omro Election Contingency Plan.

Motion carried on a 3-0 voice vote.

### **Road Supervisor's Report:**

- Still some culvert and tree trimming to be done. Crew was busy last month but hoping they can get to it before it's too late in the year.

### **Clerk's Report:**

#### **Correspondence:**

- Email from Chris Musha expressing his desire to see the town board continue to oppose the county's decision to rezone the parcel that was the subject of the Ross/Wagner litigation.

#### **Open Records Requests:**

- None this month

**Elections Update:**

- To-date 294 voters have opted for Absentee Ballot by mail. Many are expected to come in and take advantage of In-Person Absentee Voting, which starts tomorrow.
- In-person absentee voting will run October 22 through November 1 during Clerk's office hours and other days/times by special appointment.

**Planning Commission:**

- Did not meet this month.

**Attorney's Report:**

- Reminder that Town Law Conference is this Friday – Plans to attend.

**Supervisors' Report**

- Nothing at this time.

**Chairman's Report:**

- Update on DOT Meetings on HWY 21
  - Have been meetings on this; believe there is another public meeting coming up.
- Update on Sand Hill Farms
  - Got the bulk of paving done and will be doing paving and grading – Issues with tie in at a utility trench. With the nice weather so far, hoping to get it done.
  - There's a number of drainage issues to deal with yet.
  - Engineer is sending information on how to solve problems with the ditch bottoms since they were not installed correctly. We don't want to continue receiving calls from people who cannot mow their ditch. We are giving them until July to get this resolved.
- Discuss Recent Attendance at WTA Unit Meeting and Annual Convention
  - Clerk Woods and Chairman Noe attended. Worthwhile since there were several EMS session and several vendors worth following up with.
- Recycling Grant Application Completion
  - It's completed.
- ARIP Grant Application Completed
  - It's completed and we received a lot of cooperation from Omro Dairy on the application.

**Meeting Minutes**

**MOTION** by Supervisor Krings, second by Supervisor Disterhaft to approve September 23, 2024 minutes as presented.

Motion carried on a 3-0 voice vote.

**Treasurer's Report**

Treasurer Pluchinsky submitted her report reflecting balances of:

- Tax Checking: \$2,776.23
- Private Roads: \$18,215.40
- Parkland Dedication: \$4,742.08
- General Fund: \$123,593.18
- Cans for Park \$9,207.46
- History Book Fund \$150.00

- Contingency Fund CD \$102,130.41
- Private Roads CD \$102,130.41

**MOTION** by Supervisor Krings, second by Supervisor Disterhaft to approve the September 2024 Treasurer's report as presented.

Motion carried on a 3-0 voice vote.

### **Accounts Payable**

**MOTION** by Supervisor Disterhaft, second by Supervisor Krings to approve accounts payable in the amount of \$31,3466.96. To include the Hall Rental refund check.

Motion carried on a 3-0 voice vote.

### **Upcoming Meetings or Workshops**

No requests made.

We host the January WTA Winnebago County Unit Meeting on January 2, 2025.

### **Agenda Items for Next Meeting**

Public Hearing on the Proposed Annual Budget for 2025 will take place at 6 p.m. with Special Meeting of the Electors and regular monthly meeting to follow. That will also be a regular agenda item to approve.

### **Closed Session**

Chairman Noe announced the Town Board may convene into closed session, pursuant to Wis. Stats. Sec. 19.85 (1)(g), to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved, related to Ross/Wagner Litigation.

**MOTION** by Supervisor Disterhaft, second by Supervisor Krings to enter into closed session, as stated by the chairman, at 7:11 p.m.

Motion carried on a 3-0 roll call.

Attorney Michael Roman joined by telephone and updated the board members on the result of the most recent ruling by Judge Gibbs on October 16.

**MOTION** by Supervisor Disterhaft, second by Chairman Noe to reconvene into open session at 9:25 p.m.

Motion carried on a 3-0 roll call vote.

**MOTION** by Supervisor Disterhaft, second by Supervisor Krings to have Attorney Mike Roman/his firm preserve the rights to appeal October 16, 2024 ruling pending investigation and budget proposed by the time of the next monthly meeting.

Motion carried on a 3-0 voice vote.

### **Adjourn**

**MOTION** by Supervisor Krings, second by Supervisor Disterhaft to adjourn the meeting at 9:29 p.m.

Motion carried on a 3-0 roll call vote.

Submitted by Dana Woods, Town Clerk