

TOWN OF SPARTA  
TOWN BOARD MEETING

January 9, 2018

The Town of Sparta Board members - Kevin Raymer, Clarence Justin and Jeff Garves met at 6:30 pm, January 9, 2018 at the Sparta Town Hall in closed session to discuss personnel issues. This meeting adjourned at 7:00 PM

The **regular monthly meeting** of the Town of Sparta Town Board was called to order by Chair Kevin Raymer at 7:08 PM, January 9, 2018 at the Sparta Town Hall, 5724 Hamlet Avenue, Sparta. Also attending were Supervisor Clarence Justin, Supervisor Jeff Garves, Treasurer Amy Kiefer and Clerk Lisa Brey. 5 Town Residents attended.

**Minutes of the December 12, 2017** special town board meeting were read along with the minutes from the regular monthly board meeting. Motion to approve by Kevin and seconded by Jeff. Motion passed.

**Personnel Policy:**

The board approved changes to the Town of Sparta employee Personnel Policy. The cap for sick leave hours was increased to 1600 hours. The vacation policy was changed, after 20 years of service, the board will review vacation accrual on a "case by case" basis. The board is still discussing health ins changes.

**During Open Session:**

Phil Mlsna addressed the board, because he wants to haul sand from US Silica to his dairy operation near Leon. He would need to haul the sand on Town of Sparta roads. It was previously agreed, with US Silica, that the only loads of sand that could come out of that facility, onto town roads, has to be donated to the community and not a commercial sale. This is the agreement, because US Silica will not help maintain the road. Kevin will contact US Silica and see if the town can come to an agreement with US Silica for trucks to haul on town roads. This will be put on next months agenda.

Clarence commented that the property at 15149 Cty Hwy B has been cleaned up.

**Correspondence:**

Discussed the request from the Monroe County Treasurer that Town of Sparta needs a Tax Collector Surety Bond or an ordinance covering liability for the town treasurer. Amy will contact the county treasurer and get a sample ordinance and Kevin will contact Rural Ins to get an estimate for a bond. This issue will be discussed further in the future.

The board received a complaint from a resident, that there were vehicles going to the recycling center that do not have a Town of Sparta sticker. The board discussed that the recycling attendants said they have been checking for the stickers and there does not seem to be a problem.

Discussed WTA meetings coming up in February and March. Chairperson and both supervisors will attend the District meeting in March.

**Treasurer's report was reviewed.**

**Bills were examined.**

Bills were reviewed and approved. Kevin moved to submit payments for bills, seconded by Clarence. Motion passed.

Motion made by Jeff and seconded by Clarence to adjourn at 8:20 PM. Motion passed.

Lisa Brey

TOWN OF SPARTA  
TOWN BOARD MEETING

February 13, 2018

The regular monthly meeting of the Town of Sparta Town Board was called to order by Chair Kevin Raymer at 6:30 PM, February 13, 2018 at the Sparta Town Hall, 5724 Hamlet Avenue, Sparta. Attending were Chairperson Kevin Raymer, Supervisor Clarence Justin and Supervisor Jeff Garves. The board went into closed session at 6:31 pm to discuss personnel issues. This meeting adjourned at 7:00 PM. At 7:00 PM chairperson, Kevin Raymer called to order the regular town board meeting. Attending was Supervisor Clarence Justin, Supervisor Jeff Garves, Treasurer Amy Kiefer and Clerk Lisa Brey. 11 Town Residents attended.

**Minutes of the January 9, 2018** regular monthly board meeting were read. Motion to approve by Clarence and second by Jeff. Motion passed.

**Conditional Use Permit for Greg Schauf:**

Greg Schauf was in attendance and he presented his proposal for his Event Barn. The Planning Commission had met and reviewed the proposal on February 6, 2018 and recommended approval. The board cautioned Greg on his liability responsibilities. Kevin made a motion to approve the Conditional Use Permit for the Event Barn for Greg Schauf. It was second by Clarence. Motion carried.

**Planning Commission expiring terms and recommendations to fill:**

The 6 year terms will expire for Planning Commission members, Dean Wegner, Cedric Schnitzler and Robert Wood in April 2018. The Board appreciates their service to the community. Kevin recommended Jack Buswell, Mike Wegner and Matthew Jenkins to fill the 3 vacant positions on the planning commission. All candidates have agreed to be on the committee. The board approved the 3 candidates to start April 2018.

**Treasurer Tax Collection Ordinance:**

Discussion was made about the required Tax Collector Bond vs Tax Collector Ordinance. At this time, the board agreed the Tax Collector Ordinance was the best fit for the Town of Sparta, but the Tax Collector Bond may be needed in the future. The board decided to adopt the Tax Collector Ordinance and still look into the Tax Collector Bond issue. Motion made by Kevin to adopt the Tax Collector Ordinance. Second by Clarence. Motion Carried.

**Raising Town Fees:**

Suggestions were made to raise the bartender fee, rural address sign fee, CUP/Land Division fee and farm building permit fee. After discussion of raising town fees, it was decided to hold off on raising any fees until the board can meet with the Planning Commission to discuss CUP and Land Division fees. All fees will be amended at the same time. This issue will be put on the agenda at a later date.

**Appointed vs Elected Clerk, treasurer:**

Discussion was made of the pros and cons of an appointed clerk, treasurer versus an elected clerk, treasurer. This issue will be brought up at the Annual Town Meeting in April.

**During Open Session:**

Kevin brought up the issue of Phil Mlsna wanting to haul sand from US Silica to his dairy operation. Kevin had talked to someone at US Silica and they came to an agreement for Mlsna to haul 3000 yards

of sand, with trucks, ONLY on town road Iband Ave. This must be done before the road bans go on. If the town allows trucks to haul this sand for Mlsna, US Silica agrees to provide the township with free sand as long as they mine sand out of this quarry. Kevin sent a letter to the City of Sparta Planning Commission to get approval of this proposal at their next meeting February 19, 2018.

Due to many costly repairs needed on the John Deere tractor owned by the township, The Town of Sparta will purchase a 2013 JD 6105R, 2 WD, tractor from Tractor Central. It will have a new Diamond arm mower. The current JD tractor and arm mower will be traded to Tractor Central.

**Correspondence:**

The board discussed a letter received about the changes in bridge weight limits in the township. The letter was for informational purpose only. The changes were already made and new signs were put up.

Also discussed was the request Kevin had made to put up a “No Engine Break” sign on Hwy 27. The request was approved and the patrolmen will put up the sign in the spring.

Discussed WTA meeting coming up in March. Board of Review is the main agenda item. Chairperson and supervisors decided not to attend the District meeting in March.

**Treasurer's report was reviewed.**

**Bills were examined.**

Bills were reviewed and approved. Clarence moved to submit payments for bills, seconded by Jeff. Motion passed.

Motion made by Jeff and seconded by Clarence to adjourn at 9:10 PM. Motion passed.

Lisa Brey

TOWN OF SPARTA  
TOWN BOARD MEETING

March 13, 2018

The regular monthly meeting of the Town of Sparta Town Board was called to order by Chair Kevin Raymer at 6:30 PM, March 13, 2018 at the Sparta Town Hall, 5724 Hamlet Avenue, Sparta. Attending were Chairperson Kevin Raymer, Supervisor Clarence Justin and Supervisor Jeff Garves. The board went into closed session at 6:31 pm to discuss personnel issues. This meeting adjourned at 7:00 PM. At 7:00 PM chairperson, Kevin Raymer called to order the regular town board meeting. Attending was Supervisor Clarence Justin, Supervisor Jeff Garves, Treasurer Amy Kiefer and Clerk Lisa Brey. 11 Town Residents attended.

**Minutes of the February 13, 2018** regular monthly board meeting were read. Motion to approve by Clarence and second by Jeff. Motion passed.

**Representative From Sparta Area Schools discussed upcoming Referendums:**

Julie Ender from the Sparta School district handed out an informational fact sheet. Ms. Ender made a presentation and took questions on the referendums. Presentation ended at 7:30 pm

**Conditional Use Permit for Janelle Behrens-Wood:**

The Planning Commission had met and reviewed the proposal on March 6, 2018 and recommended approval. Kevin made a motion to approve the Conditional Use Permit for the confection kitchen. It was second by Clarence. Motion carried.

**Approval of Application and Borrowing Resolution for Purchase of Tractor and Mower Arm :**

A loan application was made to the Board of Commissioners of Public Lands for the purpose of financing a 2013 John Deere 6105R tractor and Diamond 22' Boom Mower. The 1993 John Deere 6400 will be traded in. The loan is for 2 years and is to be repaid in annual installments, with interest at the rate of 3.5 percent. Chairperson Kevin Raymer presented the preamble and resolution to borrow \$101,498.00 from the Trust Funds of the State of Wisconsin. Motion was made by Chairperson Kevin Raymer and seconded by Jeff Garves to adopt the Resolution to authorize application for funds and also levy upon all taxable Town of Sparta property an annual tax for the purpose of paying interest and principal on the loan as it becomes due. Motion carried unanimously.

**Raising Town Fees:**

At the last town meeting suggestions were made to increase CUP/Land Division fees to cover the actual costs of the Planning Commission and publishing of the planning commission meeting. The Sparta Town Board met with the Sparta Planning Commission on March 6, 2018. After discussion it was decided no fees will be raised at this time.

**Correspondence:**

Blue Sky Recycling sent a letter to the Town of Sparta notifying the township that they will be retiring as of April 1, 2018 and will no longer pick up the aluminum cans. Discussion was made on what the township should do with the aluminum cans. The cans would need to be collected from the recycling center every 2 weeks. Amy will ask who collects the aluminum cans at the school. Will discuss at the next board meeting.

Discussed a letter about the Monroe County Wind Energy System Siting Ordinance. Town of Sparta has no issues with this proposed ordinance.

Clarence will attend the Monroe County Zoning meeting on March 19, 2018 at 6:00 pm for Janelle Behrens-Wood's conditional use permit.

Kevin will attend the Board of Adjustment Hearing for Charles Adams on March 22, 2018 at 9:00 am.

**During Open Session:**

The date was set for the Town of Sparta Annual Meeting for April 17, 2018 at 6:00 pm. With the regular board meeting to follow.

Road tour for the board members was set for Tuesday April 3, 2018.

**Treasurer's report was reviewed.**

Discussed the financial report of income vs expense for the rest of the year to see what could be used for road maintenance. 2018 Budget is tight. Will discuss again after the road tour.

**Bills were examined.**

Bills were reviewed and approved. Clarence moved to submit payments for bills, seconded by Jeff. Motion passed.

Motion made by Clarence and seconded by Kevin to adjourn at 8:30 PM. Motion passed.

Lisa Brey

TOWN OF SPARTA  
TOWN BOARD MEETING

April 17, 2018

The regular monthly meeting of the Town of Sparta Town Board was called to order by Chair Kevin Raymer at 7:10 pm, April 17, 2018 at the Sparta Town Hall, 5724 Hamlet Avenue, Sparta. Attending was Supervisor Clarence Justin, Supervisor Jeff Garves, Treasurer Amy Kiefer and Clerk Lisa Brey. 7 Town Residents attended and 1 contractor for road bids.

**Minutes of the March 13, 2018** regular monthly board meeting were read. Motion to approve by Kevin and second by Clarence. Motion passed.

**Review of Road Bids:**

Bids received for road materials were opened with the following summary.

Accepted Bid: Gerke  $\frac{3}{4}$  inch gravel 7.50 /ton, 1  $\frac{1}{4}$  gravel 7.45 per/ton, 2"-3" breaker at 7.45 / ton delivered to road site or town shop. Rap was bid at 13.50 per ton, 3/8" limestone chips 18.50 per ton.

Rejected Bid: Kraemer material  $\frac{3}{4}$  inch and 1  $\frac{1}{4}$  inch gravel, 3 inch or less Breaker at 8.73 per ton delivered to road site or town shop. Rip Rap was bid at 20.00 per ton. Limestone chips 24.00/ton, granite chips 47.00 /ton delivered.

Accepted Bid: Scott Construction cold mix for patch purposes was bid at 86.30 per ton delivered to town shop. Sealcoat / granite material (3/8inch ) for cover over oil was bid at 23.70 dollars per ton.

Accepted Bid: Scott Construction price per mile 20 feet wide single seal over hard surface 14,740.

Motion made by Kevin to approve 3 of the bids and reject one bid, seconded by Jeff. Motion passed.

**During Open Session:**

The aluminum cans will now be picked up by the Boy Scouts. Leader Kraig Brown is the leader and a Town of Sparta resident. Since the cans need to be consistently picked up at least every other week, they will be donated to the Boy Scouts and the scouts will pick them up on Saturdays as needed. This issue will be discussed again if the township receives a monetary offer to collect the cans.

The date was set for the Town of Sparta Board of Review for May 9, 2018 at 7:00 pm. With the regular board meeting to follow.

**Treasurer's report was reviewed.**

Discussed possibility of having enough income to do some road work. Will discuss again after road tour.

**Bills were examined.**

Bills were reviewed and approved. Kevin moved to submit payments for bills, seconded by Clarence. Motion passed.

Motion made by Clarence and seconded by Kevin to adjourn at 8:00 PM. Motion passed.

Lisa Brey

# **TOWN OF SPARTA**

## **2018 ANNUAL MEETING**

APRIL 17, 2018

The 2018 Annual Meeting of the Town of Sparta, Monroe County, Wisconsin, was called to order at 6:00 pm by Chairman Kevin Raymer. Present were supervisor- Clarence Justin, supervisor- Jeffrey Garves, Treasurer- Amy Kiefer, Clerk- Lisa Brey; plus 6 residents.

The minutes of April 18, 2017 Annual Meeting were read, motion made by Jeff Brey and seconded by Rick Stark to approve. Motion passed.

Treasurer, Amy Kiefer presented the 2017 financial statement. No issues were brought up. Amy reviewed the 2018 Town of Sparta Inventory. Discussion was made on the value of some of the items and some of the 2018 values were adjusted. Motion was made to approve the 2017 financial report by Kevin Raymer, seconded by Pat Jenkins. Motion passed.

Discussion was made on changing the elective office of clerk and treasurer to an appointed position. A handout was provided on the differences between elected vs appointed positions. A vote was taken, by show of hands, to change the positions of clerk and treasurer from elected to appointed. 9 voted yes to change to appointed. No one voted to oppose the change. The change will take effect April 2019. Motion made by Jeff Brey to approve the change, seconded by Pat Jenkins. Motion passed.

Chairman asked if there were any other issues from electors for this 2018 annual meeting. No other issues were brought forward.

Motion made to adjourn at 7:10 pm by Jeff Brey seconded by Jeff Garves.

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**TOWN OF SPARTA  
TOWN BOARD MEETING**

May 8, 2018

The regular monthly meeting of the Town of Sparta Town Board was called to order by Supervisor Jeff Garves at 7:05 pm, May 8, 2018 at the Sparta Town Hall, 5724 Hamlet Avenue, Sparta. Attending was Supervisor Clarence Justin, Supervisor Jeff Garves, Treasurer Amy Kiefer and Clerk Lisa Brey. 11 Town Residents attended. Chairman Kevin Raymer came at 8:00 pm.

**Minutes of the April 17, 2018** regular monthly board meeting were read. Motion to approve by Clarence and second by Jeff. Motion passed.

**Land Division for Anthony Benzing:**

Anthony Benzing requested approval of a Certified Survey Map dividing off 3 - 3.0 acre lots, for single family homes, from a section of 22.6 acres of land owned by Mr Benzing, located south of Gavel Road and east of Cty Hwy B. This CSM was approved by the Planning Commission on May 1, 2018. Motion made by Clarence and seconded by Jeff to approve the CSM. Motion passed.

**Land Division for Travis Brooks:**

Travis Brooks applied for a land division on 4/23/18. At that time he did not have a survey completed. Mr Brooks stated that he would have a copy of the survey for the planning commission meeting on 5/1/18. Mr. Brooks was not present for this board meeting and did not provide a Certified Survey Map to the Planning Commission or the board for this meeting. There was discussion about the road needing to be widened for this land division and a cul de sac put in. Due to the absences of Mr. Brooks and no CSM, this item will be tabled and discussed again at the June meeting.

**Zoning Change for Charles Adams:**

Charles Adams requested that property located at 18076 Igloo Road be rezoned from Ag Residential to Residential. Mr. Adams met with the Planning Commission on 5/1/18. Planning Commission recommended approval. Motion made by Kevin to approve seconded by Clarence. Motion passed.

**Board Start time change to 6:00 pm:**

Supervisor Jeff Garves brought up for discussion changing the monthly board meetings from a start time of 7:00 pm to a start time of 6:00 pm. No comments and no opposition was made. Motion made to approve by Clarence seconded by Jeff. Motion passed to begin board meeting start time at 6:00 pm in June 2018. Was noted that the Planning Commission may also vote, at its next meeting, to have a start time at 6:00 pm.

**During Open Session:**

Clarence and Kevin will attend the WTA Unit Meeting May 17, 2018 at La Grange Town Hall.

Dean Weibel brought up the issue of the bridge on the corner of Icebox and Icon. The bridge is very narrow and there have been people fishing off the bridge. It is a safety concern and the board will look into getting 2 "No Fishing Off Bridge" signs. Patrolmen will contact Monroe County Hwy to see if they have signs the town could purchase.

Clarence brought up an issue of the garbage around the property at 7179 Iband Ave. Discussion was made about sending a letter.

Vian property still has not been cleaned up but they have until end of May to address the issue.

Discussed heavy truck/semis traveling on Iberia – using as a cutoff road. Kevin did talk to someone at Rockland Flooring and requested that they discourage the drivers from using that road. When it was annexed that was part of the agreement that heavy trucks would not travel on town roads. Someone at Rockland flooring will talk to the drivers about it.

When Servers (bartenders) apply for a license thru the township, a background check is required to be done. Recently the clerk found a conviction for one of the applicants for selling to minors. Board will discuss a policy for Server with convictions at the June board meeting.

Jason Drew was sent 2 invoices for the cost of removing the trees from the ditch that came from his property. He has not responded to either request for payment. If payment is not made by May 30, 2018 the chairman will draft a letter telling Mr Drew that it will be added onto his taxes as a special assessment.

**Treasurer's report was reviewed.**

**Bills were examined.**

Bills were reviewed and approved. Kevin moved to submit payments for bills, seconded by Jeff. Motion passed.

Motion made by Clarence and seconded by Jeff to adjourn at 8:30 PM. Motion passed.

Lisa Brey

**TOWN OF SPARTA  
TOWN BOARD MEETING**

June 12, 2018

The regular monthly meeting of the Town of Sparta Town Board was called to order by Chairman Kevin Raymer at 6:00 pm, June 12, 2018 at the Sparta Town Hall, 5724 Hamlet Avenue, Sparta. Attending was Supervisor Jeff Garves, Treasurer Amy Kiefer and Clerk Lisa Brey, Supervisor Clarence Justin was absent. 4 town residents attended along with 3 representatives from Erv's Sparta Fire Protection.

**Minutes of the May 8, 2018** regular monthly board meeting were read. Motion to approve by Kevin and second by Jeff. Motion passed.

**Erv's Sparta Fire Protection District – Long range Planning Committee presentation on vehicle replacement:**

Erv's Sparta Fire District Protection had 3 representatives give a presentation on long range vehicle replacement. They provided a slide show and handouts and took questions. In July 2018 Erv's Long Range Planning Committee will present the plan to the towns/city for approval.

**Resolution to vacate road on Black River Road:**

The Sparta School District is in the process of purchasing a parcel of land from the Steven Herrman Personal Asset Trust upon which a new elementary school will be built. On a review of the title to the parcel, there is a town road on the Herrman property that was part of an 1858 plat. The attorney for Herrman was requesting the the Town of Sparta vacate the road so that the land has a clear title on that parcel. A Resolution To Vacate Road Resolution # 2018-06-01 was presented to the town board. Motion made by Kevin and seconded by Jeff to approve the resolution. Motion passed. The CSM was also signed.

**Approval of Mobile Home and Liquor License:**

The license request for one year were reviewed:

- Cortland Acres license for Mobile home park
- Hideout Enterprises, INC ... locally named The Zone
- Eddies Convenience Store, LLC
- WestSide Wine and Spirits, LLC

Kevin made a motion to approve, seconded by Jeff. Motion passed

**Appointment of Clerk and Treasurer for 2019:**

At the 2018 Annual Meeting it was voted by the electors to make the office of clerk and treasurer an appointed position instead of elected. According to Atty. Carol Nawrocki, WTA Assistant Director - "No ordinance is needed. The board will just need to vote to make the initial appointments (at least 30 but not more than 60 days after the annual meeting) within the timeframe outlined under s. 60.30(1e)e, Wis. Stat. , even though their terms will not start until April 2019."

Kevin made a motion to appoint Lisa Brey as clerk and Amy Kiefer as treasurer for a 2 year term starting in April 2019. Jeff seconded the motion. Motion passed.

**Appoint Alternates for the Board of Review:**

According to town ordinance, 2 town residents shall be alternate members for the Board of Review, to serve in the absence of a town board member or serve if there is a request to remove a member by a property owner. Kevin nominated Cedric Schnitzler and Jeff Brey to serve as members for 2018. Jeff Garves made a motion to approve and Kevin seconded. Motion carried.

**Correspondence:**

There will be a Zoning meeting for Charles Adams on June 18, 2018. No town representative will be present. Kevin will call Alison and discuss that the town board made the approval for the zoning change in May 2018.

**During Open Session:**

The August Board Meeting will be held Tuesday August 7, 2018 due to an election on the second Tuesday of the month, August 14, 2018.

**Treasurer's report was reviewed.****Bills were examined.**

Bills were reviewed and approved. Kevin moved to submit payments for bills, seconded by Jeff. Motion passed.

Motion made by Kevin and seconded by Jeff to adjourn at 7:50 PM. Motion passed.

Lisa Brey

**TOWN OF SPARTA  
TOWN BOARD MEETING**

July 10, 2018

The regular monthly meeting of the Town of Sparta Town Board was called to order by Chairman Kevin Raymer at 6:05 pm, July 10, 2018 at the Sparta Town Hall, 5724 Hamlet Avenue, Sparta. Attending were Supervisor Jeff Garves, Supervisor Clarence Justin, Treasurer Amy Kiefer and Clerk Lisa Brey. 4 town residents attended.

**Minutes of the June 12, 2018** regular monthly board meeting were read. Motion to approve by Clarence and second by Jeff. Motion passed.

**Correspondence:**

Nothing to discuss

**During Open Session:**

The August Board Meeting will be held Tuesday August 7, 2018 due to an election on the second Tuesday of the month, August 14, 2018.

Board determined that no signs can be posted on Town of Sparta Property.

Peter Lukasek, 14938 Gale Road, talked about his concern with the flooding in the area at the corner of Gale Road and Hwy BC. There are houses pumping water out of their basements into ditches. His main concern is that the water may contain sewage or have been compromised in some way. He wants the township to pay to have the septic of 3 properties in that area inspected for violations. (Properties 8222, 8238 and 8256 Hwy BC). He also would like a culvert put in under Hwy BC near these properties so the water could drain into a pit the City of Sparta may put in on the south side of Hwy BC and the corner of Harbor Road- across from these properties. He would like the Town of Sparta to pay and install this culvert. Town board informed Mr Lukasek that this was an issue for Monroe Co Zoning - (Alison) at the county Level. The township will not pay for septic inspections and the culvert would not divert the standing water due to the terrain. Kevin will talk to Alison at Zoning to see if she could check out the problems in this area.

**Treasurer's report was reviewed.**

**Bills were examined.**

Bills were reviewed and approved. Kevin moved to submit payments for bills, seconded by Clarence. Motion passed.

Motion made by Clarence and seconded by Jeff to adjourn at 7:05 PM. Motion passed.

Lisa Bret

**Correspondence:**

none

**During Open Session:**

A town resident voiced concern about the water problems with residents on Gale Road. The resident was concerned that all the neighbors were pumping water from their lands and the water was running onto her land leaving a large amount of standing water. Due to the grade of the land, the water has no where to go and stays in her lawn. She wanted to know if the township could put in a culvert or fix this issue in some way. She questioned who was responsible for letting a subdivision be engineered that way. She voiced concern that she should not be financially responsible to fix the subdivisions runoff problem. The board informed the resident that when her subdivision was built, there was no Town of Sparta Planning Commission and the Planning Commission was formed for reasons such as hers. The board also stated that all the residents in that area are having water issues for the last couple years due to heavy rainfalls. The board stated that they wish they could help the resident out, but there was nothing the Town of Sparta could do, within their jurisdiction, to help that area out.

**Treasurer's report was reviewed.****Bills were examined.**

Bills were reviewed and approved. Kevin moved to submit payments for bills, seconded by Jeff Motion passed.

Motion made by Clarence and seconded by Kevin to adjourn at 7:25 PM. Motion passed.

Lisa Brey  
Clerk

**TOWN OF SPARTA**  
**TOWN BOARD MEETING**

August 7, 2018

The regular monthly meeting of the Town of Sparta Town Board was called to order by Supervisor Clarence Justin at 6:00 pm, August 7, 2018 at the Sparta Town Hall, 5724 Hamlet Avenue, Sparta. Attending were Supervisor Jeff Garves, Treasurer Amy Kiefer and Clerk Lisa Brey. Chairman Kevin Raymer was absent. 4 town residents attended.

**Minutes of the July 10, 2018** regular monthly board meeting were read. Motion to approve by Jeff and second by Clarence. Motion passed.

**Land Division for Roger Lund:**

Roger Lund requested approval of a Certified Survey Map dividing 34 acres into 2 lots. 29 acres will be sold and Mr Lund will keep a 5.0 acre lot. Both will be for single family homes. This CSM was approved by the Planning Commission on August 6, 2018. Motion made by Jeff and seconded by Clarence to approve the CSM. Motion passed.

**Correspondence:**

Town of Sparta received a letter from Monroe County Solid Waste Management asking the township to pay thirty cents per capita to help fund the Special Waste Collections. Not enough information was provided in the letter and Jeff will call Gail Frei and get more information on the fee and it will be brought before the board again in September.

Clarence will attend the WTA Unit meeting at Leon on August 16<sup>th</sup>.

**During Open Session:**

Recycling center was brought up. It was discussed that the hours and number of employees at the center has not changed since the township population was ~ 1800 and the recycling center has become extremely busy. Clarence and Jeff will talk to Wayne and Richard about possibly extending hours or having both attendants work on Saturdays. This may be put on the September agenda if action is needed.

**Treasurer's report was reviewed.**

**Bills were examined.**

Bills were reviewed and approved. Clarence moved to submit payments for bills, seconded by Jeff. Motion passed.

Motion made by Jeff and seconded by Clarence to adjourn at 7:15 PM. Motion passed.

Lisa Brey

Clerk

**TOWN OF SPARTA**  
**TOWN BOARD MEETING**

September 11, 2018

The regular monthly meeting of the Town of Sparta Town Board was called to order by Chairman Kevin Raymer at 6:00 pm, September 11, 2018 at the Sparta Town Hall, 5724 Hamlet Avenue, Sparta. Attending were Supervisor Jeff Garves, Supervisor Clarence Justin, Treasurer Amy Kiefer and Clerk Lisa Brey. 8 town residents attended.

**Minutes of the August 7, 2018** regular monthly board meeting were read. Motion to approve by Clarence and second by Jeff. Motion passed.

**Recycling Center:**

Hours and management of the recycling center was discussed. Wayne Siemianowski from waste management was present. The recycling center has become extremely busy on Saturdays. There are long lines and one attendant cannot keep traffic flowing fast enough for residents. The board approve time for one attendant from 8:00 am to 2:00 pm and time for an additional attendant from 9:00 am to 1:00 am on Saturdays. The board would like the attendants to check vehicle windows to make sure they have a Town of Sparta recycling sticker. The new hours for the second attendant will start Sept 14, 2018.

**Bartender Policy:**

The Board approved a Town of Sparta Server/Bartender License Policy effective September 12, 2018. Background checks will be completed by the clerk for all license. If the applicant has any offense related to alcohol, the clerk will bring the application to the town board for approval/denial.

Motion to approve made by Kevin and seconded By Clarence. Motion passed.

**Special Waste assessment for Monroe County Solid Waste Management:**

Shelly from Monroe County Solid Waste was present and talked about the request they are making for all the municipalities to help fund the Special Waste Collections. Currently the some of the cost come from grants and the remaining cost comes from the Solid Waste budget. Monroe County Solid Waste is requesting a 30 cent per capita, per year, fee from each municipality. Shelly said they would make up some type of agreement that this fee would not increase for the next 5 years. All of the municipalities must agree to the assessment by December 31, 2018 before it can be implemented. Kevin asked Cedric Schnitzler if the County could help fund some of this cost. Cedric will look into this. The issue was tabled for a later date.

**Alternate Election Workers:**

A list of alternates for the elections were presented to the Board. Seven additional names were added to the list. Clarence made a motion to approve the additional election inspectors. Jeff seconded. List was approved



**Correspondence:**

Discussed Bridge Inspection Report. Patrolmen will address the issues.

**During Open Session:**

It was brought up by a resident that when a road is closed or barricaded, there should be a “Road Closed Ahead” sign put at the beginning of the road, not just at the barricaded area. Sometimes there is no where to turn around at the barricaded area and there needs to be better traffic precaution. Kevin said he and the patrolmen have already discussed getting more “Road Closed” and “Road Closed Ahead” signs.

**Treasurer's report was reviewed.****Bills were examined.**

Bills were reviewed and approved. Kevin moved to submit payments for bills, seconded by Jeff Motion passed.

Motion made by Clarence and seconded by Jeff to adjourn at 7:25 PM. Motion passed.

Lisa Brey

Clerk

**TOWN OF SPARTA**  
**TOWN BOARD MEETING**

October 9, 2018

The regular monthly meeting of the Town of Sparta Town Board was called to order by Chairman Kevin Raymer at 6:00 pm, October 9, 2018 at the Sparta Town Hall, 5724 Hamlet Avenue, Sparta. Attending were Supervisor Jeff Garves, Supervisor Clarence Justin, Treasurer Amy Kiefer and Clerk Lisa Brey. 9 town residents attended.

**Minutes of the September 11, 2018** regular monthly board meeting were read. Motion to approve by Clarence and second by Jeff. Motion passed.

**Conditional Use Permit for Dustin Pierce for a Gold and Silver Exchange off Hwy 16:**

Mr Pierce was present for the meeting and said since the Planning Commission meeting on October 2, 2018, he had talked to Alison at Monroe County Zoning and Sparta City Administrator, Todd Fahning, and the business he wants to start up is in the extraterritorial area and that he has received a permit from the city and no longer needs any action from the Sparta Town Board. PC chairman, Dean Weibel said at the Planning Commission meeting on October 2, 2018 they had questioned Mr Pierce about the ownership of the land, driveway access to the business off Hwy 16 due to DOT regulations and that the CUP would not be transferable. No action was taken since the CUP request is not in the Town of Sparta's jurisdiction.

**Conditional Use Permit for Lauren Eby for Greenhouse sales at 4110 Hamilton Ave:**

The Planning Commission had met and reviewed the proposal on October 2, 2018 and recommended approval. Kevin made a motion to approve the Conditional Use Permit for the greenhouse sale. It was second by Clarence. Motion carried.

**Big Creek Cemetery Issue:**

Rebecca, from the Shafer family, had contacted the town hall about a broken family headstone at the Big Creek Cemetery. She thought maybe it had been hit by the lawn mower or vandalized. The town patrolmen said the stone had been broken since last spring. The patrolman and Clarence went to the cemetery and looked at the headstone. The headstone looked like it had been broken for sometime due to weathering. Clarence and Cemetery Committee member, Sue explained to Rebecca that it appeared to be broken due to weather related damage. The Shafer family was ok with that explanation. No other action was taken on this issue.

**Kevin Raymer called for the meeting of electors on November 13, 2018 at 6:00 pm to have the 2019 Proposed Budget Hearing and Special Town Meeting to adopt 2018 Tax Levy.**

**Correspondence:**

none

**During Open Session:**

Brian Hanson, from Hanson Scrap Metal of Onalaska, was present and offered to take the aluminum cans from the township and split the profits 50/50. Kevin said since the township has already agreed to let the Boy Scouts have the cans, the township would stay with that agreement for now. Mr Hanson's business would also pick up large appliances, TVs, microwaves, computers, refrigerators etc if there could be an area designated for residents to drop these items off. There would be no charge, except \$20 for TVs and \$ 15 for anything that contained freon. Mr. Hanson said he would pick up the items “as needed” and would not let the appliances “pile up”. The Town Board will look at Mr Hanon's website and discuss the issue. No other action was taken.

Dean Weibel, the Planning Commission chairman, said the Sparta City Administrator, Todd Fahning, would like to meet with the Sparta Town Board to discuss extraterritorial issues. Kevin will contact the city about setting up a meeting.

There will be a Big Creek Cemetery cremation burial on October 20<sup>th</sup>. Patrolman, Matt Jenkins, will dig the grave on Friday October 19<sup>th</sup> and then close it up on Monday October 22<sup>nd</sup>.

**Treasurer's report was reviewed.**

**Bills were examined.**

Bills were reviewed and approved. Kevin moved to submit payments for bills, seconded by Jeff Motion passed.

Motion made by Clarence and seconded by Jeff to adjourn at 7:25 PM. Motion passed.

Lisa Brey

Clerk

**TOWN OF SPARTA  
TOWN BOARD MEETING**

November 13, 2018

The regular monthly meeting of the Town of Sparta Town Board was called to order by Chairman Kevin Raymer at 6:35 pm, November 13, 2018 at the Sparta Town Hall, 5724 Hamlet Avenue, Sparta. Attending were Supervisor Jeff Garves, Supervisor Clarence Justin, Treasurer Amy Kiefer and Clerk Lisa Brey. 13 town residents attended.

**Minutes of the October 9, 2018** regular monthly board meeting were read. Motion to approve by Kevin and second by Clarence. Motion passed.

**Adoption of the 2019 Budget:**

Kevin reviewed the 2019 Budget. Jeff Antony asked if \$1400 would be enough for Cemetery expense. It was stated that was the total expense for the cemetery for 2017. With no further discussion on the budget for 2019, motion was made by Kevin and seconded by Clarence to Adopt the 2019 Budget. Motion Carried.

**Land Division for Hollis Freeman:**

Mr Freeman requests the division of 10.0 acres off a 40.0 acres parcel on Garland Ave. The Planning Commission had met and reviewed the land division on November 5, 2018 and recommended approval. Kevin made a motion to approve the Land Division. It was second by Clarence. Motion carried.

**Land Division for Kessler Family Trust :**

The Kessler Family Trust requests to divide a 23.73 acre parcel into 2 lots. One would be 11.12 acres and one would be 12.61 acres. The Planning Commission had met and reviewed the land division on November 5, 2018 and recommended approval. Kevin made a motion to approve the Land Division. It was second by Jeff. Motion carried.

**Land Division for Matt Olson:**

Mr Olson has requested a land division of a 1.5 acres lot and a 13.7 acre lot. No one was present at the Planning Commission Meeting and the members were concerned about road access. The Planning Commission had postponed their decision on the division. The town clerk had contacted Mr Olson and he will be present at the Planning Commission Meeting on December 4<sup>th</sup>. No other action was taken on this issue.

**Reappointment/appointment of members to the Joint Extraterritorial Zoning Committee:**

The Joint Extraterritorial Zoning Committee consists of six (6) members, three (3) members from the City of Sparta and three (3) members from the Town of Sparta. The three town members shall be appointed by the Town Board for three (3) year terms and shall be residents of the Town and persons of recognized experience and qualifications. Kevin made a motion to appoint Michael Guy, Robert Wood and Jeff Antony to the ET Committee. Jeff Antony was present and accepted the nomination. Robert Wood had let the clerk know by email that he would accept a nomination. Kevin made a motion to approve these 3 members. Jeff seconded. Motion carried.

**Monroe County Solid Waste fee for Special Waste Collection:**

Monroe County Solid Waste is requesting all the municipalities help fund the Special Waste Collections which is twice a year. Currently the cost comes from some grants and the remaining cost comes from the Solid Waste budget. Monroe County Solid Waste is requesting a 30 cent per capita, per year, fee from each municipality. A letter dated 10/19/18 said this fee would not change for 5 years. All of the municipalities must agree to the assessment by December 31, 2018 before it can be implemented. The board discussed the fee and benefit of the Special Waste Collection. The fee would cost the Town of Sparta \$962.40 per year. Kevin made a motions to approve the fee and Jeff seconded. Motion Carried.

**Correspondence:**

none

**During Open Session:**

A town resident voiced concern about the water problems with residents on Gale Road. The resident was concerned that all the neighbors were pumping water from their lands and the water was running onto her land leaving a large amount of standing water. Due to the grade of the land, the water has no where to go and stays in her lawn. She wanted to know if the township could put in a culvert or fix this issue in some way. She questioned who was responsible for letting a subdivision be engineered that way. She voiced concern that she should not be financially responsible to fix the subdivisions runoff problem. The board informed the resident that when her subdivision was built, there was no Town of Sparta Planning Commission and the Planning Commission was formed for reasons such as hers. The board also stated that all the residents in that area are having water issues for the last couple years due to heavy rainfalls. The board stated that they wish they could help the resident out, but there was nothing the Town of Sparta could do, within their jurisdiction, to help that area out.

**Treasurer's report was reviewed.****Bills were examined.**

Bills were reviewed and approved. Kevin moved to submit payments for bills, seconded by Jeff Motion passed.

Motion made by Clarence and seconded by Kevin to adjourn at 7:25 PM. Motion passed.

Lisa Brey  
Clerk

**TOWN OF SPARTA  
TOWN BOARD MEETING**

December 11, 2018

The regular monthly meeting of the Town of Sparta Town Board was called to order by Chairman Kevin Raymer at 6:00 pm, December 11, 2018 at the Sparta Town Hall, 5724 Hamlet Avenue, Sparta. Attending were Supervisor Jeff Garves, Supervisor Clarence Justin, Treasurer Amy Kiefer and Clerk Lisa Brey. 11 town residents attended.

**Minutes of the November 13, 2018** regular monthly board meeting were read. Motion to approve by Kevin and second by Clarence. Motion passed.

**Land Division for Matt Olson:**

Matt Olson has requested a land division of two 1.5 acres lot and one 13.43 acre lot on Iceman Road. Olson had met with the Planning Commission on December 4<sup>th</sup>. The Planning Commission recommended approval. There was a discussion how to access the back lot. It was decided that there needs to be an easement of 66' with a cul-de-sac at the end for access to the back lot. Kevin made a motion to approve the land division with the condition that the easement be added. It was second by Jeff. Motion carried. The chair and clerk did not sign the presented Certified Survey Map. Mr Olson will bring in a changed CSM with the easement added and the chairman and clerk will sign it.

**Land Division for Linda and James Hubert :**

Linda and James Hubert requested a land division of parcel #040-00253-0000 into a 3.5 acre lot and a 17.12 acre lot at 7824 Cty Hwy BC. Their daughter will be taking over the parcel with the buildings. The remaining parcel is to stay in pasture. The Planning Commission had met and reviewed the land division on December 4<sup>th</sup> and recommended approval. Kevin made a motion to approve the land division. It was second by Clarence. Motion carried.

**Date set for employee evaluations:**

The board will meet Monday December 17, 2018 at 8:00 am to do employee evaluations.

**Correspondence:**

A letter from the Monroe County Planning and Zoning Department was reviewed for proposed zoning ordinance amendments. They invited a representative from our township to attend the meeting. Clarence will attend the meeting on December 17, 2018 at 6:00 pm. A brief discussion was made. No action taken.

**During Open Session:**

Scott Rich lives on Hallmark Ave and was present at the meeting. He had a complaint about the neighbor's dogs running at large. There are 3 dogs owned by the same person that run on Mr, Rich's property and run the public roads. One of the dogs is aggressive and can be a problem if someone is walking on the public road. Mr. Rich has called the dog's owner several times and discussed the issue with him, but no action is ever taken on the owner's part. Discussion was made on the dog township ordinance and the county dog policy. Kevin will call the dog owner and discuss the problem of his dogs running at large and also call Alison at Monroe County Zoning to make her aware of the issue. Mr. Rich will let the town board know if this does not solve the problem.

**During Open Session (cont):**

Kevin presented 2 quotes for a new town truck. The cost of a new truck was previously added into the 2019 budget. The current truck is a 2006 Ford that is having many mechanical issues. The first quote was from Sleepy Hollow, in Viroqua, for a 2018 Dodge Ram 5500 1.5 ton, gas, truck with dump and v plow and included undercoating, for approximately \$53,050. The second quote was from Piske Motors, in West Salem, for a 2018 Ram 5500 Tradesman with dump box and plow for approximately \$56,010. The 2006 Ford will be traded in. The town would apply for a loan for the truck from the Board of Commissioners of Public Lands for approximately \$53,050. A resolution to borrow the funds will be presented at the January board meeting. Kevin made a motion to approve purchase of the 2018 Dodge Ram from Sleepy Hollow for \$53,050 and apply for the BCPL loan. Seconded by Clarence. Motion carried.

**Treasurer's report was reviewed.****Bills were examined.**

Bills were reviewed and approved. Kevin moved to submit payments for bills, seconded by Jeff Motion passed.

Motion made by Clarence and seconded by Jeff to adjourn at 7:25 PM. Motion passed.

Lisa Brey  
Clerk