

MINUTES of the JOINT MEETING of the PLAN COMMISSION and TOWN BOARD

Wednesday, June 5, 2024

St. Joseph Town Hall / Online

CALL TO ORDER by Chair Anton Rang at 6:30 pm

STATEMENT OF PUBLIC NOTICE read by Chair Anton Rang

ROLL CALL: Chair Anton Rang, Carol Loncar, Rick Caruso, Chris Matter, Dave L'allier, Craig Sykora, Justin Kruse; Online: Erik Lorenz

PLEDGE OF ALLEGIANCE recited

ADOPTION OF AGENDA: **MOTION** to adopt the agenda (Loncar/Caruso). **Motion carried.**

APPROVAL OF PRIOR MEETING MINUTES: **MOTION** to approve the Minutes for March 6, 2024 with the change on the actual minutes document to 2024 (Matter/Caruso). **Motion carried.** **MOTION** to approve the May 1, 2024 minutes (Loncar/Kruse). **Motion carried.**

PUBLIC COMMENTS: None

ITEMS FOR DISCUSSION and/or ACTIONS BY COMMISSION

1. CSM — Dan Orf, 845 133rd St., 030-1066-10-010: Doug Zahler presented the CSM for Dan Orf. Discussion followed regarding the easements for the adjacent landowners. **MOTION** to recommend to the Town Board to approve the certified survey map for the minor subdivision for Dan Orf at 845 133rd St. (Matter/Loncar). **Motion carried.**
2. Discontinuation of 133rd St as a Town Road: Doug Zahler discussed the reasons behind the request for discontinuance. Mr. Orf owns the property around it and the road ends on his property. If the Town discontinues the road, ownership goes to Mr. Orf. Discussion followed. Doug Zahler stated it does not need to be improved and it does not currently meet our town road specifications. **MOTION** to recommend to the Town Board that we discontinue 133rd St as a Town road (Loncar/Caruso). Discussion on sending this issue to the Public Works Committee. **Motion carried.**
3. Open plan commission position – alternate 2: Anton Rang discussed the procedure that would be followed for the election method. Joanne Kocik was selected to speak first about her qualifications. Darla Meyers spoke second about her qualifications. Justin Kruse asked both candidates about handling diversity. He also asked both candidates about dealing with disputes or conflicts internally within the Plan Commission. Vote was taken by ballot: Darla Meyers – 3; Joanne Kocik – 4. **MOTION** to recommend to the Board that Joanne Kocik be appointed as Alternate 2 to the Plan Commission (Rang/Loncar). **Motion carried.**
4. Ordinance reviews in progress.
 - Chapter 57, volunteer funds: Carol Loncar discussed the updates to Chapter 57. Discussion followed on including volunteer funds become a part of the audit. **MOTION** to recommend to the Town Board that we approve Chapter 57 Volunteer Funds with the changes proposed (Loncar/Caruso). **Motion carried.** The Clerk will provide this ordinance with the proposed changes to the Fire Chief for review.
 - Chapter 74, activities on town property: This will carry over to next month.

- Chapter 84, outdoor burning: Chris Matter has reviewed this ordinance and will investigate burn barrels more thoroughly. Chris also suggested discussing this ordinance with the Fire Chief.
 - Chapter 98, public entertainment: Carol Loncar discussed proposed changes to this ordinance. Discussion followed. This ordinance will be revised and carry forward to next month.
 - Chapter 104, fireworks: Erik Lorenz is still reviewing this ordinance and it will carry over to the next meeting.
 - Chapter 123, lakes & waterways: Chris Matter is still reviewing this ordinance and it will carry over to the next meeting.
 - Chapter 130, mobile homes & mobile home parks: Anton and Teri will continue reviewing this ordinance. It will carry over to the next meeting.
 - Chapter 162, solid-fuel-fired heating devices: Craig Sykora discussed his review of the ordinance and proposed changes. Discussion followed. This will carry over to the next meeting.
 - Chapter 163, solid waste: Rick Caruso discussed his review of the ordinance and proposed changes. Discussion followed. This will carry over to the next meeting.
 - Chapter 170, zoning: Anton Rang discussed the change that was proposed. Discussed the definition for the specialty beverage tasting room. Discussed the other proposed changes. **MOTION** to forward cha 10 as revised in the drive 2024-06 version and forward that to the Board with the recommendation to approve it with the changes (Rang/Matter). **Motion carried.**
5. Ordinance reviews on hold.
- *Chapter 149, roads, driveways, etc. — waiting on Stantec for cluster mailbox wording. PW please tell us what language you would like to include in the ordinance. Put on next PW meeting.*
 - *Chapter A200, cable television franchise — waiting on attorney.*
 - *Chapter A202, gas franchise — waiting on attorney.*
6. Standing items.
- 6a. Review of budget; updates from county; update on complaints. Nothing new to report at this time.
7. Date of next meeting: July 3, 2024

RECOMMENDATIONS TO TOWN BOARD: CSM-Orf, Dan; Discontinuance of 133rd St.; Joanne Kocik for Alternate 2; Chapter 57 Volunteer Funds; and Chapter 170 Zoning.

ITEMS FOR NEXT AGENDA: Ordinances.

ITEMS FOR TOWN BOARD AGENDA: Same as recommendations.

ADJOURNMENT: **MOTION** to adjourn at 9:03 pm (Caruso/Loncar). **Motion carried.**

Minutes submitted by Teri Kelly.