

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

Wednesday, August 7, 2024

St. Joseph Town Hall / Online

Agenda may be taken in random order.

CALL TO ORDER by Chair Anton Rang at 6:31pm

STATEMENT OF PUBLIC NOTICE read by Chair Anton Rang

ROLL CALL: Chris Matter, Erik Lorenz, Carol Loncar, Dave Lallier, Rick Caruso, Joanne Kocik;

Online: Chair Anton Rang, Justin Kruse. Not present: Craig Sykora

PLEDGE OF ALLEGIANCE recited

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

APPROVAL OF PRIOR MEETING MINUTES: **MOTION** to approve the July Meeting Minutes (Loncar/Caruso). **Motion carried.**

PUBLIC COMMENTS: None

ITEMS FOR DISCUSSION and/or ACTIONS BY COMMISSION

1. CSM — 410 Highland View, 030-2099-10-000: Ty Dodge was present to discuss the CSM. Discussed the letter received from the County and the email received from a resident. Jerry Helmberger, 418 Highland View, stated he does not have any issue with the development and supports the project. **MOTION** to recommend to the Town Board for approval for the address 410 Highland View, Town of St. Joseph, as provided on the pre-application request for Derek Bratager and Zac Hartman with the condition that a conservation easement will be developed to be added to Lot 3 primarily in the areas to the west and south on that lot designating the existing wetlands and very wooded areas that if we look at our future land use shows the natural corridor, along those lines (Matter/Loncar). **Motion carried.** Ty Dodge provided a basic sketch of the proposed conservation area, which was agreed upon.
2. Ordinance reviews in progress.
 - Chapter 68, assemblies: Carol Loncar discussed the revised ordinance. Discussed the event cleanup section and the timing for the cleanup and 7 days was agreed upon. The time frame of 48 hours for fencing, portable toilets, etc. to be removed was agreed upon. This will be brought back to the next meeting. The PC will also review the Special Event Application.
 - Chapter 74, activities on town property: Rick Caruso discussed the revised ordinance. Will review the severability language. This will be reviewed at the next meeting.
 - Chapter 84, outdoor burning: Chris Matter discussed the revised ordinance. Discussed the definition of “rubbish” which is incorporated into the revisions. **MOTION** to recommend to the Town Board approval of the revised ordinance Chapter 84 outdoor burning as submitted on August 7, 2024 (Matter/Loncar). **Motion carried.**
 - Chapter 98, public entertainment: Carol Loncar discussed the revisions made and the need for the correct severability clause to be added. **MOTION** to approve the Chapter 98 Public Entertainment and submit it to the Board for approval (Loncar/Caruso). **Motion carried.**
 - Chapter 104, fireworks (severability clause added): Erik Lorenz discussed the revisions made and the need for the correct severability clause to be added. **MOTION** to the Board to approve Chapter 104 Fireworks with the severability clause added. (Lorenz/Loncar). **Motion carried.**
 - Chapter 123, lakes & waterways: Chris Matter discussed the revisions made to this ordinance. Chris will look into the proximity questions raised. This will carry forward to the next meeting.
 - Chapter 130, mobile homes & mobile home parks: This will carry forward to the next meeting.

- Chapter 163, solid waste: Rick Caruso discussed the revisions made to this ordinance: fees and adding the severability clause. **MOTION** to forward the amended Chapter 163 Solid Waste to the full Board for consideration (Caruso/Loncar). **Motion carried.**
2. New proposed ordinance to review.
 - Chapter 50, elections: Discussed the proposed new Ordinance regarding Election Conduct. Discussed the definitions of the language in 50-1.A. This language mirrors the language in the State Statute 947.01 regarding disorderly conduct. **MOTION** to recommend to the Town Board that Chapter 50-Election Conduct be adopted as a new ordinance for the Town of St. Joseph (Rang/Loncar). **Motion carried.**
 3. Ordinance reviews on hold.
 - *Chapter 149, roads, driveways, etc. — waiting on public works & Stantec for recommendations.*
 - *Chapter A200, cable television franchise — waiting on attorney.*
 - *Chapter A202, gas franchise — waiting on attorney.*
 4. Standing items.
 - 4a. Review of budget; updates from county; update on complaints: Nothing new to discuss at this time.
 5. Date of next meeting: September 4, 2024

RECOMMENDATIONS TO TOWN BOARD: 84, 98, 104, 163, new 50

ITEMS FOR NEXT AGENDA: 68, 74, 123, and 130

ITEMS FOR TOWN BOARD AGENDA

ADJOURNMENT: **MOTION** to adjourn at 7:56 pm (Loncar/Kruse). **Motion carried.**

Minutes submitted by Teri Kelly.