



TOWN OF BLACK WOLF

380 E. Black Wolf Ave. Oshkosh, Wisconsin 54902

Town Board Meeting Minutes September 11, 2023

Chairman Frank Frassetto called the regular monthly Town Board meeting to order at approximately 7:00 p.m. The meeting opened with the Pledge of Allegiance.

Members Present: Supervisor I Mike Pollack, Supervisor II Rob Keller. Others Present: Treasurer John McDermott, Zoning Administrator Tom Verstegen, Constable Dan Valdez and Clerk Susan Snyder.

Motion (Pollack/Keller) to approve Town Board Minutes of August 14, 2023. **CARRIED.**

TREASURER REPORT:

Motion (Pollack/Keller) to approve Treasurer Report. **CARRIED.**

The 2024 Budget workshops dates were scheduled for October 7th and 21st at 8:00 a.m., Town Hall.

CLERK'S REPORT:

Motion (Keller/Pollack) to approve the Winnebago County Joint Powers Agreement. **CARRIED.**

PUBLIC PARTICIPATION:

Kathy Griese with GOEDC provided an update on local events, including the Employment Fair, Economic Summit and youth apprentice program.

COUNTY SUPERVISOR'S REPORT:

None

CHAIRMAN'S REPORT:

Chairman Frassetto met with Dave Frank regarding the Building Registration Form and permitting process for new homes. Chairman Frassetto also spoke to a representative from the State who advised they do not offer a permitting process with inspections through the state for projects such as additions, remodels, wrecking, pole sheds, storage sheds, electrical change and jobs of that nature which is why we have the Building Registration Form which is a requirement of the town. The town attorney has advised the town is not liable with use of this form and the form does state that the owner or agent accepts full responsibility for the work completed and the work is in accordance with all the other ordinances of the Town and State Building Code of Wisconsin. The Board is not inclined to make any changes to the Building Registration Form and the process at this time. Moving forward, the town will offer more educational outreach such as the newsletter and the Winnebago County housing authority to ensure residents are aware of this requirement.

No discussion on Rental Properties at this time.

The Board will discuss the City Ambulance Agreement terms at the Budget workshop due to increases taking place through 2025.

Landmark sent correspondence asking the Chairman to share their interest in purchasing the cell tower agreement.

SUPERVISOR I REPORT:

Supervisor I Pollack provided an update on the September Planning and Zoning meeting where there were two motions to approve Town Ordinance Definition revisions; Parties-in-Interest – changing notification from 100 feet to 300 feet and Retention Basin revised to Retention/Detention Basin, keeping the same definition. Chairman Frassetto said these revisions might be premature to make at this time. Tom Verstegen suggested contacting the town attorney to determine whether or not such changes require a Public Hearing. This matter had no action and will be discussed in October.

Supervisor Pollack spoke with Mike Werner who works with Tyler Wagner who said at this time, the roof does not need a complete replacement but it will need repair before winter. The cost will come out of Buildings and grounds as funds remain in the budget. The Clerk will contact Wagner to schedule repairs.

SUPERVISOR II REPORT:

Supervisor II Keller updated the Board on the County Estimate on Lake Road and the willow tree maintenance. The County will trim the trees for \$800. Supervisor I Pollack and Supervisor II Keller suggested the trees be removed as the town doesn't not have a budget to maintain trees in ROW and the trees are in a state of decay and are also a hazard. The Board decided to have the trees on Lake Road trimmed for now and any others that are identified by the County to be a hazard.

The use of SPIRIT funds for preventative maintenance on trees around the township was discussed. Supervisor I Keller will meet with Mike Sabel, Winnebago County Highway Department and do an inventory and marking of the trees in the town that need either trimming or removal. The work can be done over the winter months. An inventory list of trees will be presented at the October meeting.

Fisk Avenue railroad crossing markings were discussed. The County will be removing and replacing bases and will do the marker painting for vehicles to stop. Mike Sable reached out to the railroad for the flagmen which they are required to provide but he has not heard back so the job is on hold.

Supervisor Keller will meet with the County to determine how many jobs are left to complete under the SPIRIT project umbrella and coordinate invoicing with the Clerk.

FIRE DEPARTMENT REPORT:**SANITARY DISTRICT REPORT:**

CONSTABLE REPORT: No Report.

STORMWATER UTILITY DISTRICT REPORT:

APPROVAL OF BILLS: Motion (Keller/Pollack) to approve bills. CARRIED.

ADJOURNMENT- Motion (Frassetto/Pollack) to adjourn until October 9, 2023. CARRIED.

Respectfully Submitted: Susan M. Snyder, Clerk