

MINUTES OF THE TOWN OF WASHINGTON MONTHLY TOWN BOARD MEETING
November 16, 2023

Members Present: Jane Mueller, James Rolbiecki, Robert Solberg, Karen Tomesh, Jeffrey White

Staff Present: Janelle Henning, Jackie Vold

Members/Staff Absent: None

A quorum being present, Chrm. Solberg called to order the monthly Town Board meeting of the Washington Town Board at 5:30 p.m., on Thursday, October 19, 2023, at the Town Municipal Building, 5750 Old Town Hall Road.

Pledge of Allegiance

Minutes:

Supv. Tomesh moved TO APPROVE THE MINUTES FOR THE OCTOBER 19, 2023 TOWN BOARD MEETING. The motion was seconded by Supv. White.

Aye 5 Nye 0

Public Hearing & Board Consideration from TTH LLC and Jeremy Skaw, Agent; for Conditional Use Permits to Convert Two Single-Family Dwellings into Two 2-Family Dwellings at 3413 Alf Avenue and 3415 Alf Avenue:

Ben Bublitz, Land Use Manager with Eau Claire County Planning & Development introduced both applications together as the request is the same for both addresses by the same owner. There are duplex to the west and multi-family to the north and single-family throughout the rest of the neighborhood. The request is to have one unit on the top level and a second unit on the bottom level of each home.

Staff is recommending approval for both requests with conditions outlined in their report.

Board members asked several questions. Suggested that the driveway apron be widened, a new driveway permit be applied for and no on-street parking allowed.

The applicant, Shaun Tutor, 1020 Eddy Lane stated they would widen the driveways and pave them to the road. The building inspector approved the fire separation for the units. The upstairs unit is 3 bedroom and 1 bath; and the lower unit is 2 bedrooms and 1 ½ baths. The garage would be divided with separate access for both units.

Chrm. Solberg opened the public hearing.

Mike Peterson, 3315 Alf Court spoke in favor of the request but would like the parking addressed.

Linda Anderson, 3511 Alf Avenue spoke in opposition of duplexes.

Tom Bauer, 3412 Lamont Court spoke in opposition of duplexes.

The Town office received a letter from Donald & Jacqueline Meyers, 3517 Alf Avenue in opposition to the request. Also, a phone call from Randi & Amy Heimstead, 3408 Lamont Court in opposition to the request.

Jeremy Skaw with Real Land Surveying stated that the additional parking request would be something the applicant would be willing to do.

Admin. Henning asked that the pad be a minimum of 32' wide to accommodate four vehicles across and suggests that the Board look at no parking on this road at a future meeting.

Chrm. Solberg closed the public hearing.

Additional screening was suggested.

Chrm. Solberg moved TO APPROVE THE REQUEST FROM TTH LLC AND JEREMY SKAW, AGENT; FOR A CONDITIONAL USE PERMIT TO CONVERT A SINGLE-FAMILY DWELLING INTO A 2-FAMILY DWELLINGS AT 3413 ALF AVENUE WITH THE FOLLOWING CONDITIONS: WIDEN DRIVEWAY PAD, NEW DRIVEWAY PERMIT REQUIRED, SCREENING, AND BUILDING INSPECTOR MUST GRANT PERMIT FOR TWO DWELLING UNITS. The motion was seconded by Supv. Tomesh and AMENDED THE SCREENING IS ON THE SOUTH PROPERTY LINE AT A MINIMUM. Supv. Mueller seconded the amendment to the motion.

Aye 4 Nye 1

Chrm. Solberg moved TO APPROVE THE REQUEST FROM TTH LLC AND JEREMY SKAW, AGENT; FOR A CONDITIONAL USE PERMIT TO CONVERT A SINGLE-FAMILY DWELLING INTO A 2-FAMILY DWELLINGS AT 3415 ALF AVENUE WITH THE FOLLOWING CONDITIONS: WIDEN DRIVEWAY PAD, NEW DRIVEWAY PERMIT REQUIRED, SCREENING ON THE SOUTH PROPERTY LINE AT A MINIMUM, AND BUILDING INSPECTOR MUST GRANT PERMIT FOR TWO DWELLING UNITS. The motion was seconded by Supv. Mueller.

Aye 4 Nye 1

Adopt 2024 Budget Summary:

Supv. Tomesh moved TO ADOPT THE 2024 BUDGET SUMMARY. The motion was seconded by Supv. White.

Aye 5 Nye 0

Citizen's Input and Action Thereon:

None

October 2023 Financial Statement was reviewed.

Checks

Supv. Tomesh moved TO APPROVE CHECKS 030789 THROUGH EP1123-2 FOR \$53,162.41. The motion was seconded by Chrm. Solberg.

Aye 5 Nye 0

Licenses:

Supv. White moved TO APPROVE THE BARTENDER LICENSES FOR EVALYNN ANN BIEDLER, ALLISON C. GUMZ, NATALIE ANNE HORGEN, LILY A. CASTILLO, AND MEGAN A. JANICKI. The motion was seconded by Supv. Rolbiecki.

Aye 5 Nye 0

Five Year Agreement for Assessment Services with Appraisal Services:

Admin. Henning indicated that the contract includes a reevaluation year and recommends approval.

Supv. Tomesh move TO APPROVE THE FIVE YEAR AGREEMENT FOR ASSESSMENT SERVICES WITH APPRAISAL SERVICES. The motion was seconded by Chrm. Solberg.

Administrator's Report:

1 letter sent for bus parked on road at 403 Tartan Place; issue is resolved.

1 letter sent for 'fence'/encroachment at 3402 Alf Avenue; issue is resolved.

Reviewed the S. Hastings Way project that was completed jointly with the City of Eau Claire and partially funded by State funds. Due to a subgrade issue and increased construction costs, the project cost increased significantly over original estimates. After discussing Town and City specific items, the Town's portion will be \$140,181.12; approximately \$22,000 over our original estimate.

The Town is also in contract with the City and State for a 2025 project on E. Hamilton Avenue with low original estimates. After updating the cost estimate and negotiating City and Town items, the anticipated design and construction cost for the Town portion is anticipated to be between \$70,000 to \$110,000 and is reflected in the amended Exhibit 1 of the agreement. The Board consensus was to proceed with the project.

Hot water heater is leaking and needs to be replaced. Three bids received ranging from \$14,000 to \$18,000. A budget amended will be presented at the next meeting to expense out of the building reserve fund.

Tax bills will be generated the first week in December.

Attended the WTA meeting on October 30th with Chrm. Solberg and Supv. White.

Haven Church broke ground and plans to begin construction in the spring.

Winter operation and safety training was held on November 7th and CPR training will be held on November 28th with all staff.

Road crew is making winter preparations.

Chairman's Report:

Update on the Fire Board staff and lack of funding for new trucks. Looking at what can be refurbished instead of replacing.

Supervisor's Report:

Supv. White attended the WTA meeting on October 30th.

Supv. Mueller made comments regarding broadband connections.

Supv. Rolbiecki made comments regarding broadband connections and the status of the report regarding a village.

Future Zoning Requests:

None

Discuss/Consider Convening in Closed Session for Purposes of Conferring with Legal Counsel About Strategy Regarding Current or Likely Litigation Pursuant to Wis. Stats 19.85(1)(g).

Supv. Mueller moved TO GO INTO CLOSED SESSION TO CONFER WITH LEGAL COUNSEL. The motion was seconded by Supv. White.

Roll Call Vote: Supv. Rolbiecki – Aye
Supv. Tomesh – Aye
Chrm. Solberg – Aye
Supv. Mueller – Aye
Supv. White – Aye

Motion to Reconvene to Open Session for the Purpose of Discussion and Possible Consideration on the Matter Entertained in Closed Session.

Chrm. Solberg moved TO GO INTO OPEN SESSION. The motion was seconded by Supv. White.

Roll Call Vote: Supv. White – Aye
Supv. Mueller – Aye
Chrm. Solberg – Aye
Supv. Tomesh – Aye
Supv. Rolbiecki – Aye

Items for Next Meeting’s Agenda:

None

Adjournment:

Supv. Tomesh moved TO ADJOURN. The meeting adjourned at 7:20 p.m.

THE NEXT MEETING WILL BE ON DECEMBER 21, 2023
AT 5:00 P.M. AT THE TOWN MUNICIPAL BUILDING,
5750 OLD TOWN HALL ROAD, EAU CLAIRE

Jackie Vold
Deputy Clerk/Administrative Assistant

Attendance: Mike Peterson, Dori Pulse, Keith Stearns, Jeremy Skaw, Ben Bublitz, Tom Bauer, Dorothy Krall, Linda Anderson, Kyle Tuto, Shaun Tutor, Chuck Kothbauer