

TOWN OF SHERMAN  
MONTHLY BOARD MEETING  
June 16, 2022

Chairman Chase Potter called the June 16, 2022 Monthly Board Meeting to order at 6:30 p.m. and stated that the meeting had been properly noticed and published.

Those present were Chairman Chase Potter, Board Members, Amanda Klosterman, Lynn Smith, Kelley Krause, Clerk/Treasurer Ashley Score, and Patrolman Terry Ford. Supervisor Paul Heifner was absent. Refer to sign in sheet for others present.

Chairman Potter asked if there were any additions or corrections to the minutes from the May 19, 2022 monthly meeting. Amanda made the motion to approve the May meeting minutes with addition as noted, 2<sup>nd</sup> by Kelley, motion passed.

Public input – None.

Ashley provided the Clerk/Treasurers report of correspondence including: Department of Natural Resources new responsible recycling unit compliance letter confirming the Town is meeting effective program criteria. Ashley shared the County PIN report and receipting delinquent solid waste and recycling payments. Ashley shared the Quickbooks accounting software should be updated and Quickbooks now only offers subscription based software that renews annually. Discussion on desktop download or cloud based service. Motion by Kelley to approve an annual desktop software download renewal for \$250-\$350, 2<sup>nd</sup> by Amanda. Motion passed. Ashley shared that check number 8128 to Rural mutual insurance for \$7,325.00 was already paid in May, so the updated amount for approval is \$17,508.93. Motion to approve payments for approval report as corrected made by Amanda, 2<sup>nd</sup> by Kelley. Motion passed.

CSMs- Motion to approve Robin and Allen Foster CSM as recommended by the plan commission made by Amanda, 2<sup>nd</sup> by Lynn. Motion passed.

Building permits- There were none.

Driveway permits- There were none.

Utility permits-There were none.

Chase moved to agenda items consideration of Liquor license renewals. Chase stated that he had a personal interest in this agenda item and will be recusing himself from discussion and voting. Amanda will be acting chairperson. Amanda recapped the history of the Barn at Copper Creek liquor license application, requirements under Wis. Stat. 125.51(4)(v) for an “above quota Class B” full service restaurant license, and current operating procedures for Barn at Copper Creek. Mitchell Potter send an update of the activities at the Barn at Copper Creek to all board

members. Mitchell also provided a brief recap at the board meeting, stating that the current operations are consistent with the operations that reported to the board when the liquor license was first granted. Mitchell explained that they continue to operate public food service activities every other week throughout the 2022 season (may to October). The Wisconsin Statutes section 125.51(1) states: “municipal authority to issue. “...every municipal governing body may grant and issue “Class A” and “Class B” licenses to retail sales of intoxicating liquor for premises within the municipality to persons entitled to a license under this chapter, as the issue municipal governing body deems proper...”. The one Reserve license allowed by statute was already taken, the Barn applied for an “above quota” license under WI statute 125.51(4)(v) that states “if a municipality has granted or issued a license for any of the following: (1) a full-service restaurant that has interior, permanent seating capacity of 300 or more persons.” The WI legislature specifically allow for certain exceptions) opera house, theatre, hotels with sleeping rooms more than 50). The board discussion each of these conditions: interior seating of 300 persons, the seating is permanent, it is full service (waiter-waitress come to tables to take orders and pay the bills, has printed menu with multiple items for purchase.) Lynn made the motion to approve The Barn at Copper Creek Above Quota Class B liquor license renewal application as presented, 2<sup>nd</sup> by Kelley. Roll call vote as follows: Lynn-yes, Kelley-yes, Amanda-yes. Motion passed with three in favor, 1 absent, and 1 recused. Amanda moved on to consideration of the Reserve Class B liquor license renewal application from Cottage Winery and Vineyard. Amanda stated that the Cottage Winery and Vineyard application was missing some information including the price of the license applied for, agent information, and the application was not notarized. In addition, the premises description was in correct and needs to be corrected through formal process. Amanda looked through previous years applications and licenses issued and inquired what year a tent was removed and pavilion was added, inquired about the addition of bathrooms and the septic requirements for large gatherings, and requested Cottage Winery get a formal letter from Sinz plumbing indicating the septic holding capacity. Kelley made the motion to deny the Cottage Winery and Vineyard Reserve Class B liquor license renewal application as presented, that Cottage Winery and Vineyard re-fill out the application correcting errors, provide current premise description, and provide the Town Board with a formal letter from plumber stating the septic capacity on site, 2<sup>nd</sup> by Lynn. Roll Call vote as follows: Lynn-yes, Kelley-yes, Amanda-yes. Motion passed with three in favor, 1 absent, and 1 recused.

Short recess from 7:50pm-8:00pm.

Amanda moved on to consideration of operator’s license applications. Amanda shared the three applications up for approval were Chase Potter, Mitchell Potter, and Teresa Jorgensen. Motion to approve Chase and Mitchell Potter’s operator’s license application renewals as presented made by Amanda, 2<sup>nd</sup> by Kelley. Motion passed. Amanda stated that Teresa Jorgensen’s application included serve safe training was completed online, but did not indicate the specific

website and made the motion to deny Teresa Jorgensen's operator's license application pending correction, 2<sup>nd</sup> by Lynn. Motion passed.

Chase Potter joined the meeting as chairperson at 8:47pm.

Terry provided an update on roadwork including: fire inspection and need for new batteries in lights or update to LED lights, work in crack filling on Gulbro Road, repairs on the mower, cleaning out culverts, and ditch mowing prep. DB Builder's will be starting Schutts Road and Lynn requested the Town send Wayne Lorenz a thank you card for the ditch mowing and tree trimming on corner by 330th St. and 950th Ave.

Sherrri provided an update on the cemetery sexton tasks completed, including: one funeral, one lot purchase, new file cabinets, and goal to start a draft cemetery rules, regulations, and fees document.

Chase moved to agenda item summer road work and discussion on 840<sup>th</sup> Ave. Chase stated that Talmage's are planning on building a home on the dead-end road, 840<sup>th</sup> Ave. and have requested some maintenance be done to make the road passable by construction equipment. Terry and Lynn will take a look to see what needs to be done.

Chase shared an update on Plan Commission noting that Sarah Paquette has not officially resigned, but will be moving. Updates were made to have Luke Wilsey be the Vice-Chair and Tobias Robinson the secretary.

Lynn provided an update on Boyceville Fire and Ambulance noting Boyceville Fire has had 26 fire calls, and the Village of Boyceville representative Luke Montgomery asked Fire Chief Corey Green if he has terminated anyone, and Corey stated he would not answer the question in an open meeting. Boyceville Ambulance has had 126 calls with 17 transports, and two \$500 scholarships have been issued for EMS training. Lynn also shared that it was important to note that the Ambulance Chief, Wayne Dow has been doing the job for \$18,000/year, and the previous two captains wanted \$27,500/year. So the Chief job is getting done for \$9,500 less per year.

Chase moved to agenda item provide opinion on town health insurance survey. The Board answered the WTA health insurance survey questions, and Ashley will submit the survey.

July monthly meeting is scheduled for Thursday, July 14, 2022 at 6:30pm, August monthly meeting is scheduled for Thursday, August 18, 2022 at 6:30pm. September monthly meeting was scheduled for Wednesday, September 21st, 2022 at 6:30pm.

Other Business for Discussion Only- Kelley requested the Board consider an ordinance establishing vendor requirements and standards.

Chase recused himself due to personal interest at 9:18pm from agenda item Provide opinion on special exception application for PID 1703222913362200001, and Amanda stepped in as acting Chair. Kelley made the motion to approve and send the draft letter Amanda provided addressed to the Dunn County Board, Dunn County PRandD, and Dunn County Board of Adjustment and have it be signed by Board members present regarding the Barn and Copper Creek's liquor license. The Board read through the Barn at Copper Creek Board of Adjustment narrative section by section to consider the special exception request for Agricultural entertainment. Amanda made the motion to approve the BOA proposal provided by the Barn at Copper Creek stating support of the narrative, 2<sup>nd</sup> by Lynn. Motion passed.

Motion to adjourn the June monthly meeting made by Lynn, 2<sup>nd</sup> by Chase. Motion passed.

Meeting adjourned at 9:35 pm. Submitted by: Ashley Score, Clerk/Treasurer, Town of Sherman