

JOINT MEETING OF TOWN OF WILLIAMSTOWN AND
VILLAGE OF KEKOSKEE
DODGE COUNTY, WISCONSIN

Workshop Minutes
April 6, 2017

CALL TO ORDER

The joint meeting of the Town of Williamstown and the Village of Kekoskee was called to order by Don Hilgendorf for the Town and Lloyd Lechner for the Village. Quorums of the Town Board and the Village Board were present. Messrs. Hilgendorf and Lechner confirmed open meeting notice to the public. Also present were Town attorney John St. Peter, Town Clerk, Mary Dessereau, Town Treasurer, Cindy Fredrick, Town Planning Consultant, Ken Jaworski, Village Clerk, Bonnie Hoyt, and Village Treasurer, Steve Bachhuber. The meeting was conducted as a workshop without any actions being taken. Various members of the public were in attendance and, from time to time, were allowed to speak to the respective Boards. No third party municipalities or counties appeared.

**DUE DILIGENCE
UPDATE**

Mr. St. Peter confirmed the creation of a Dropbox digital file for the purpose of accumulating Village documents. Clerks Hoyt and Dessereau will deposit documents into Dropbox for review by Town and Village representatives. The parties agreed that a reasonable attempt will be made to identify and file all significant documents, ordinances, and municipal materials by the June 20, 2017 workshop meeting.

**SPECIFIC VILLAGE
ISSUES**

The Boards next reviewed a number of specific issues and documents, including the following:

- Private Cemetery. The private cemetery located within the Village has a maintenance fund with a current balance of approximately \$18,000. Over the years the cemetery has been properly maintained..
- Village Insurance Policies. The Village representatives confirmed that they will keep in force all existing Village insurance policies until the effective date of the dissolution.
- Liquor Licenses. The Village currently has three authorized "Class B" liquor licenses and two of these have been issued.

- **Village Sewer Debt.** The Village representatives summarized the outstanding loans with USDA Rural Development and Wisconsin DNR regarding the Village of Kekoskee sewer system. Mr. St. Peter was authorized to communicate directly with each lender to obtain additional information concerning the status of these loans and the legal impact of the proposed dissolution. The Village also stated that its engineers, MSA, have conducted an I&I study of the existing Village collection system concluding that no significant repairs are needed.
- **Village Real Estate Titles.** Mr. St. Peter requested permission to order letter reports describing all Village real estate together with liens, encumbrances, and easements applicable to the Village real estate. The Boards authorized obtaining these letter reports. During the course of this discussion the Village mentioned the existence of an oral lease with a local farmer, Terry Brummond. The Town Board will likely wish to obtain Phase I site assessments on all Village-owned real estate.
- **Residential Solid Waste.** The Boards discussed the options for solid waste transfer collection. The Village expressed its preference to retain its existing transfer collection arrangement.
- **Ordinance Integration.** One of the issues that the Boards must resolve is the integration of existing Village ordinances with existing Town ordinances. A related issue concerns the creation and integration of comprehensive plans and zoning administration. Messrs. St. Peter and Jaworski will be addressing these issues. Mr. St. Peter stated that it is likely some but not all of the Village ordinances will be integrated with existing Town ordinances. Mr. Jaworski will contact Dodge County representatives to identify nonconforming uses, setback requirements and related zoning administration issues.
- **County TW and Y.** The Village representatives stated that the Village receives shared revenue for approximately 1.53 miles. In addition, the Village has an informal arrangement with Dodge County for road maintenance on TW and Y. Mr. Hilgendorf will contact the Village for additional information. The Village provided a summary of 2017 road maintenance.

NEXT MEETING

The Boards agreed that the next meeting of the Town and the Village will be held on Tuesday, June 20, 2017 at 4:30 p.m. at the Town of Williamstown Town Hall. The respective Clerks will provide open meeting notice.

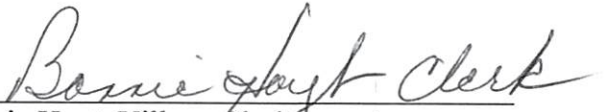
ADJOURNMENT

No other business coming before the Town Board and the Village Board, there were motions made, seconded and approved by both Boards to adjourn the meeting.

Respectfully submitted,



Mary Dessereau, Town Clerk



Bonnie Hoyt, Village Clerk