

**PLANNING COMMISSION MINUTES**  
Mayville City Hall, 15 S. School Street, Mayville, WI  
October 27, 2010

**1.) Call to Order and Roll Call.**

Meeting called to order at 7:00PM

Members Present: Scott Mastalish, Ron Henkel, Merlin Kahlhamer, Jerry Moede  
Bob Smith, Phil Luce

Members Absent: Gary Benter

**2.) Approve Agenda.**

Motion by Smith, second by Mastalish to approve the agenda.

Unanimously Carried

**3.) Approve the Minutes of the September 22, 2010, meeting.**

Motion by Luce, second by Smith to approve the September 22, 2010, minutes.

Unanimously Carried

**4.) Discuss / Possible Action on Proposed Construction of a Concession Stand for Mayville Youth Football.**

Don Neitzel stated that he received a set of plans with hand drawn locations for the proposed sewer and water laterals that are to be installed for the proposed building. There was nothing showing proposed building elevations or site grading. No one associated with this project was present at the Plan Commission Meeting to answer questions.

There was a motion by Henkel, second by Luce, to table this matter until next month's

**5.) Discussion of Verizon Antenna on Water Tower.**

Tom Reece of SAC Wireless was present to present to the Plan Commission, information regarding the cell phone antenna they are proposing to install on the water tower off of Clark Street. The plans for this proposed project were passed out to the Plan Commission.

Ron Henkel asked if any action has to be taken tonight regarding this matter. Don Neitzel explained that Mr. Reece had a \$100 check with him tonight for a Conditional Use Permit, but had not filled out the application for a CUP.

Mr. Henkel asked where the revenue from this lease would go. Ron Wellner of the Mayville Utility Department stated that the lease payment would go to the Utility Commission, as they own the water tower. Mr. Henkel stated that the City owns the property the tower sits on though. Mr. Henkel stated that he felt the City should look into the possibility of receiving a portion of this lease payment.

Phil Luce stated that the Plan Commission can not take action tonight, because the agenda states that this issue will only be discussed tonight.

Bob Smith stated that there have been requests from other cellular service providers to install antennas on City water towers in the past and that the Utility Committee has denied them. Mr. Wellner said that they Utility Committee never denied as requests in the past, it was just the service providers never followed through on their requests.

Mr. Smith asked if the agreement would preclude other service providers from renting tower space. Mr. Wellner stated that he would have to check to be certain, but believed that it would not.

Plan Commission asked that Don Neitzel contact the City Attorney in regards to the City receiving part of the lease payment for the antenna being installed on the water tower. Don stated that he would do this.

**6.) Discussion and Possible Action for Site Plan Review of MEC Outdoor Storage Canopy at 800 Horicon Street.**

A representative of the engineering company MEC hiring to design the proposed canopy was present to provide information and answer any questions. He stated that the proposed canopy was to keep water out of the dumpsters, where they are located today. So the footprint of the actual building is not changing.

Mr. Henkel asked why this is being brought before the Plan Commission. Don Neitzel stated that he wanted the Plan Commission to be aware of what is going on, should any questions or issues arise.

A motion was made by Smith and second by Kahlhamer, to approve the proposed canopy. Motion carried by a unanimous decision.

**7.) Discussion regarding creation of TID No.5, in the City of Mayville (As it relates to 811 North Main, 251-1216-1441-001)  
A.) Call for a Public Hearing regarding TID No. 5**

Jim Mann of Elhers and Associates (City's financial consultant) was on hand to review and discuss the feasibility study for TID No. 5, as it relates to the possible development at the existing DCI Property.

Phil Luce asked if this would be under "mixed use" and Mr. Mann stated that it would be under a "blighted district", which would give the City the additional 7 years. Mr. Luce was worried about the effect the word "blight" would have on the adjacent properties. Mr. Mann said that it would have no effect at all on the value of the properties adjacent to the new TIF No. 5.

Bob Smith explained that with renovating existing buildings, in lieu of building new, there is a need for the additional 7 years that a blighted district can provide. He also stated that the City has been careful with this type of TIF in the past, because rehab/renovation can be risky.

Mr. Mann stated that the feasibility study is only the beginning of this process and said the potential developer really needs to provide more solid information on their proposed development and the type of funding they are seeking, before Ehler and the City can proceed any further. A number of members of the Plan Commission stated that they

agreed that more information will be needed before this could go to a public hearing. The members would want to be able to review the Project Plan, prior to a public hearing being held, but again stated that they are very interested in pursuing this matter and seeing it through.

Mr. Mann stated that both he and Don Neitzel would relay the Plan Commission's feelings back to the potential developer during their next conference call, which is scheduled for every Tuesday at 10:30 a.m... Members of the Plan Commission also stated that they are willing to meet at anytime in order to review the Project Plan, in order to keep this potential development moving forward.

**8.) Discuss / Possible Action on Extra-Territorial Jurisdiction and Intergovernmental Agreement.**

Ron Henkel stated that he was surprised by how well he was able to understand the Gravity Sanitary Sewer Report and how well it was done. Some of the reading on intergovernmental agreements however scared him a little bit, as some of it discussed how individual annexations would no longer be possible as part of some type of agreements.

Bob Smith questioned how it would be possible to enter into a sanitary sewer agreement with some parcels and not others. This could possibly create islands, which really can't happen. Don Neitzel stated from his discussions with the Town of Williamstown, he doesn't believe that they are looking for sanitary sewer agreements for certain parcels as part of this agreement, but rather would like to come to some understanding with the City in regards to future development within the Township (which resides inside the ETJ), as well as future development and annexations from the Township to the City. He didn't believe there was any agenda on behalf of the Township regarding the city providing any sanitary sewer service to parcels in the township without annexation or without city water, as part of this possible agreement.

Mr. Henkel stated that he believes the intention of this would be for a common agreement on land use between the Town and the City. He felt it was important for both sides to layout what it is that they want and expect early in any negotiations.

Mr. Luce said that he felt the Town should already know what the City is expecting, based on past negotiations that have failed.

Mr. Henkel stated that he felt that it would be a good idea to have a board made up of both Town and City members to begin discussing these matters, rather than each party discussing it on their own and then presenting it at the others meeting. Mr. Henkel recommended that Mr. Neitzel talk with the Town President (Don Hilgendorf) regarding the best way to go about meeting with the Town (by committee, etc.).

Mr. Luce state that the Township has to be open to discussing matters with the City, otherwise nothing will get accomplished.

Jim Congdon (resident of the Town of Williamstown) was present, and asked if these meetings would be open to the public. Mr. Henkel stated that they would have to be.

A motion was made by Luce and second by Henkel to have the Don Neitzel meet with the Town of Williamstown President in order to establish the framework for working on

an intergovernmental agreement between the City of Mayville and the Town of Williamstown. Motion carried by a unanimous decision.

**9.) Adjournment.**

Motion made by Mastalish and second by Kahlhamer to adjourn. Motion carried by unanimous decision. Meeting was adjourned by 8:07 p.m.

Minutes prepared by Don Neitzel