

**TOWN OF SPARTA  
TOWN BOARD MEETING**

January 14, 2020

The regular monthly meeting of the Town of Sparta Town Board was called to order by Chairman Kevin Raymer at 6:00 pm, January 14, 2020 at the Sparta Town Hall, 5724 Hamlet Avenue, Sparta. Attending were Supervisor Jeff Garves, Supervisor Clarence Justin, Treasurer Amy Kiefer and Clerk Lisa Brey. 15 town residents attended.

**Minutes of the December 10, 2019 regular** town board meeting were read. Motion to approve by Clarence and seconded by Jeff. Motion passed.

**Approval of resolution for Adopting the Monroe County Multi-Hazards Mitigation Plan 2019-2023**

The Board reviewed the plan booklet. Discussion was made on benefits of adopting the plan. Kevin made a motion to adopt the Monroe County Multi-Hazards Mitigation Plan 2019-2023. Clarence seconded. Motion passed. Resolution was signed by all 3 board members and the clerk. The booklet is available at the clerk's office for any resident to review.

**Discussed ordinance to allow ATV/UTVs access to town roads**

During open session at the December 2019 board meeting, residents asked the board to reconsider the current Town of Sparta ATV/UTV policy that prohibits the use of ATV/UTVs on town roads. Since that meeting, the Board has reviewed written guidance from Wisconsin Towns Association and read ordinances from adjoining townships on this issue. Many town residents that were present were strongly in favor of a revised policy and stated that other townships that have allowed ATV/UTVs access to town roads have had no safety issues and very few violations. Questions were raised about access on state highways. The biggest draw back for the Board is the cost of the signage and posts for allowing or prohibiting the use of AVT/UTV for each road coming into the township. Town residents brought up the idea of having local clubs help with the costs. Chairman Kevin Raymer asked if there was any opposition to changing this ordinance. No residents opposed. The Board will collect more information on this issue and revisit it at another monthly board meeting.

**Correspondence:**

**During Open Session:**

Resident, Corey Revels, gave the board a letter he received from the Sparta School District. There is an issue with busing at the end of Fairway Road. The bus service refuses to go back to the end of Fairway Road and pick up students that live there. The road is too narrow and there is not sufficient area at the end for a large bus to turn around safely. Kevin said the problem is that the road is only a 3 rod road, one side has a steep bank going upward the other side has a ditch with a 15' drop. It would take hundreds of loads of fill to widen the road and if the town started to dig into the road, the water level is very high in that area and springs would pop up and cause multiple problems trying to fix the road. Fixing this issue would be very costly to the township. Discussion was made if the bus service could send a small bus for pickup down that road. The end of Fairway Road is schedule to get seal coated next year. The Board will contact the owner of the land at the end of Fairway to discuss making a bigger turn around before seal coating starts.

Bill June is still concerned about his drainage problem on Iband Ave. He has discussed this issue with the Board at the June, August and October 2019 meetings. Kevin will talk to someone to see there would be any cost sharing to create a water diversion system in that area.

The February monthly board meeting will be a week early.  
The meeting will be February 4, 2020 at 6:00 pm.

Employee evaluations will be Saturday January 25, 2020 starting at 12:00 pm.

**Treasurer's report was reviewed.**

**Bills were examined.**

Bills were reviewed and approved. Kevin moved to submit bills for payment, with exception of the US Cellular bill. Seconded by Clarence. Motion passed.

Motion made by Kevin and seconded by Jeff to adjourn at 7:15 PM. Motion passed.

Lisa Brey  
Clerk

**TOWN OF SPARTA  
TOWN BOARD MEETING**

February 4, 2020

The regular monthly meeting of the Town of Sparta Town Board was called to order by Chairman Kevin Raymer at 6:00 pm, February 4, 2020 at the Sparta Town Hall, 5724 Hamlet Avenue, Sparta. Attending were Supervisor Jeff Garves, Supervisor Clarence Justin, Treasurer Amy Kiefer and Clerk Lisa Brey. 14 town residents attended.

**Minutes of the January 14, 2020 regular** town board meeting were read. Motion to approve by Clarence and seconded by Jeff. Motion passed.

**Appoint member to Planning Commission:**

Planning Commission members, Gene Treu and Elizabeth Gleiss terms expire March 2020. Both members are willing to serve another term. Kevin made a motion to reappoint Gene and Betsy to the Planning Commission. Clarence seconded the appointment. Motion carried.

**Conditional Use Permit for Urias and Susie Borntreger for a Bent and Dent Grocery at 5135 Iberia Ave:**

The Borntregers met with the Planning Commission on February 3, 2020. They are requesting a Conditional Use Permit for a Bent and Dent Grocery at 5135 Iberia Ave. This will be a transfer of ownership of the Bent and Dent Grocery on 17909 Icarus Road. The grocery will be operating out of a new building, to be built this Spring, on the Borntreger farm. The Planning Commission recommended approval. Traffic and driveways were discussed. Kevin made a motion to approve the Conditional Use Permit with the condition that the Borntregers put a new driveway in for the store and that the CUP be put in both Susie and Urias' names. Clarence seconded. CUP was approved

**Correspondence:**

The Board discussed a letter the town had received from the Sparta Area School District regarding a handout the Township had available the first day of tax collection. The handout had misinformation on it about the school's share of the taxes. The handout was corrected after December 28, 2019. A correction will be put on the Town website and correction letters will be sent to anyone who paid taxes on December 28, 2019.

**During Open Session:**

Roxie Anderson, Monroe County Land Use Planner, presented information about the DNR Municipal Flood Control Grant program. The County hopes to apply for and administer grant funding on behalf of the Town of Sparta. They would like the town to authorized the submittal of a grant application. There would be no cost to the town. A resolution and a memorandum of understanding would need to be entered into. This will be put on the March agenda for discussion and/or approval.

**During Open Session: (cont)**

Thomas Feldkamp said he had received a letter from Zoning that he has too many vehicles stored on his property. They need to be licensed or he needs to get a Conditional Use Permit for a salvage yard. Mr Feldkamp questioned the cost and requirements to get a salvage yard. The Board suggested talking to Alison at zoning to get specifics on salvage yard requirements for the county.

ATV/UTVs possible ordinance allowing access to town roads was discussed. The boards biggest issue with this is the cost of the signage. This will be put on the agenda for March.

Resident, Andrew Kaftan was present and brought up discussion of ownership of the land for the sidewalk issue for the school on W. Division Street. There maybe a possible flaw in the annexation map. The Board decided to table this issue and bring it up at a properly published meeting for review.

**Treasurer's report was not available due to the meeting being so early in the month.**

**Bills were examined.**

Bills were reviewed and approved. Kevin moved to submit bills for payment, with exception of the BCPL loan for road construction. Seconded by Jeff. Motion passed.

Motion made by Kevin and seconded by Clarence to adjourn at 7:30 PM. Motion passed.

Lisa Brey  
Clerk

**TOWN OF SPARTA  
TOWN BOARD MEETING**

March 10, 2020

The regular monthly meeting of the Town of Sparta Town Board was called to order by Chairman Kevin Raymer at 6:00 pm, March 10, 2020 at the Sparta Town Hall, 5724 Hamlet Avenue, Sparta. Attending were Supervisor Jeff Garves, Supervisor Clarence Justin, Treasurer Amy Kiefer and Clerk Lisa Brey. 13 town residents attended.

Chairman Kevin Raymer made a motion to go into closed session to discuss personnel issues.

At 6:35 p.m. chairman Kevin Raymer made a motion to go back into open session.

**Minutes of the February 4, 2020 regular** town board meeting were read. Motion to approve by Clarence and seconded by Jeff. Motion passed.

**Resolution for DNR Municipal Flood Grant:**

The County hopes to apply for and administer grant funding on behalf of the Town of Sparta. They would like the town to authorized the submittal of a grant application. There would be no cost to the town. The Board voted 3 in favor of adopting the resolution. All 3 board members signed the resolution.

**Ordinance 7.11 Off-Highway Vehicle Regulation – allowing ATV/UTV road use:**

The board reviewed a draft amended ordinance that would allow ATV/UTVs road access in the township. County supervisor, Cedric Schnitzler, was present and said the County will start discussing the issue of opening all county roads to UTV/ATVs at the March 20, 2020 meeting. The Town Board members will attend this meeting. The township will still have to have a resolution to open the township roads. The biggest factor is still the cost of signs. An ATV club may have signs they would donate. The issue will be tabled for now until the signage cost can be resolved.

**Land Division for Dan Elliott at 5111 Hamilton Ave:**

Dan Elliott requests approval for a land division on Hamilton Ave. The CSM would divide 2.32 acres off from a 20.02 acre lot. Mr. Elliott met with the Planning Commission on March 3, 2020 and the PC recommends approval of the land division, with the condition that the Elliott's find out if his driveway is grandfathered in for the proper easement. Mr. Elliott was present at this meeting and said the surveyor is currently working on adding an easement. Kevin made a motion to approve the land division, with the condition that there is an easement added, making the driveway at least 66' in width. The motion was seconded by Jeff. Motion carried

**Correspondence:**

Reviewed a letter from Monroe County Planning & Zoning Depart on potential changes to Ch 47 of the County Zoning Code and the meeting for a CUP for Urias Borntreger. Clarence will attend the meeting on March 16, 2020 to represent Town of Sparta.

**During Open Session:**

Resident, Joela Flaten, voiced concern about the culvert on Gavel Ave. Water is eroding the rock and soil around the culvert and under the road. She provided pictures and suggested the township put in rip-rap around the culvert. The chairman will review the area with the town patrolman.

Bill June brought up the article in the paper about the city proposal for the water flowage for Icecap. The board will try to address the issue.

Town of Sparta Annual Meeting will be Tuesday, April 21, 2020 @ 6:00 p.m.

Town Board will do a Road Tour on April 2, 2020.

**Treasurer's report was reviewed and discussed.**

**Bills were examined.**

Bills were reviewed and approved. Clarence moved to submit bills for payment. Seconded by Jeff. Motion passed.

Motion made by Kevin and seconded by Clarence to adjourn at 8:00 PM. Motion passed.

Lisa Brey  
Clerk

**TOWN OF SPARTA  
TOWN BOARD MEETING**

April 21, 2020

The regular monthly meeting of the Town of Sparta Town Board was called to order by Chairman Kevin Raymer at 6:00 pm, April 21, 2020 at the Sparta Town Hall, 5724 Hamlet Avenue, Sparta. Attending were Supervisor Jeff Garves, Supervisor Clarence Justin, Treasurer Amy Kiefer and Clerk Lisa Brey. 1 town resident attended.

**Minutes of the March 10, 2020 regular** town board meeting were read. Motion to approve by Clarence and seconded by Jeff. Motion passed.

**Postponement of Annual Meeting:**

Under the 2019 WI Act 185 the Town of Sparta chairman can postponed the Annual Meeting to a date “that is not during the period on the first day of the public health emergency declared on March 12, 2020 by executive order 72, and ending 60 days after the termination of that order”. The new Annual Meeting date will be Tuesday, June 9, 2020 @ 6:00 p.m.

**Approval of a new agreement with the Sparta Area Ambulance Service:**

The Town of Sparta Board reviewed a new agreement for \$5.00 per Capita, based on population. Kevin made a motion to approve the new Sparta Area Ambulance Service Agreement, Clarence seconded. Motion approved.

**Correspondence:**

**During Open Session:**

Kevin discussed the water flowage problem on Iband Ave with Bill June. The matter is out of the hands of the Town Board.

Town Board approved 2 additional election inspectors for the 2020-2021 term.

Clerk suggested the Town needs to come up with a new election plan. The Township received 581 absentee ballot requests, up from 64 requests in February 2020. It is anticipated, that the November 2020 Election could have twice the absentee requests. To process the requests as required by the Wisconsin Election Commission, additional staffing is needed. This will be discussed again before ballots need to go out June 25<sup>th</sup> for the August Election.

Town Board set May 6, 2020 @ 9:00 am for the annual Road Tour.

**Treasurer's report was reviewed and discussed.**

**Bills were examined.**

Bills were reviewed and approved. Kevin moved to submit bills for payment. Seconded by Jeff. Motion passed.

**Review of Road Bids:**

Accepted all rock bids from Gerke- except granite chips.

Accepted granite chips bid from Scott.

Accepted asphalt bids from Scott.

Motion made by Kevin and seconded by Clarence to adjourn at 7:30 PM. Motion passed.

Lisa Brey  
Clerk

**TOWN OF SPARTA  
TOWN BOARD MEETING**

May 12, 2020

The regular monthly meeting of the Town of Sparta Town Board was called to order by Chairman Kevin Raymer at 6:00 pm, May 12, 2020 at the Sparta Town Hall, 5724 Hamlet Avenue, Sparta. Attending were Supervisor Jeff Garves, Supervisor Clarence Justin, Treasurer Amy Kiefer and Clerk Lisa Brey. 4 town residents attended.

**Minutes of the April 21, 2020 regular** town board meeting were read. Motion to approve by Clarence and seconded by Jeff. Motion passed.

**Set Date for Board of Review:**

Kevin made a motion to publish a notice that The Town of Sparta Board of Review will adjourn until a later date pursuant to Sec 70.47(3) (aL)2 of Wisconsin Statutes, due to the fact that the assessment roll is not complete at this time. Once confirmation from Holloway Appraisal Service has been received that the assessment roll is complete a new date will be set. Jeff seconded. Motion carried.

**Approval of Application and Borrowing Resolution from BCPL for reassessment:**

A loan application was made to the Board of Commissioners of Public Lands (BCPL) for \$55,000 for the purpose of financing the reassessment for 2020. The loan would be for 2 years and is to be repaid in annual installments, with interest at the rate of 2.5 percent. Chairman Kevin Raymer presented the preamble and resolution to borrow \$55,000.00 from the Trust Funds of the State of Wisconsin. Motion was made by Kevin and seconded by Clarence to adopt the Resolution to authorize application for funds and also levy upon all taxable Town of Sparta property an annual tax for the purpose of paying interest and principal on the loan as it becomes due. All 3 members voting aye. Motion carried.

**Correspondence:**

**During Open Session:**

ATV issue was discussed. The township is waiting for the County Board to meet to see if they will establish a county wide ATV policy.

**Treasurer's report was reviewed and discussed.**

**Bills were examined.**

Bills were reviewed and approved. Kevin moved to submit bills for payment. Seconded by Clarence. Motion passed.

Motion made by Kevin and seconded by Jeff to adjourn at 7:25 PM. Motion passed.

Lisa Brey  
Clerk



**TOWN OF SPARTA  
TOWN BOARD MEETING**

June 9, 2020

The regular monthly meeting of the Town of Sparta Town Board was called to order by Chairman Kevin Raymer at 6:35 pm, June 9, 2020 at the Sparta Town Hall, 5724 Hamlet Avenue, Sparta. Attending were Supervisor Jeff Garves, Supervisor Clarence Justin, Treasurer Amy Kiefer and Clerk Lisa Brey. 4 town residents attended.

**Minutes of the May 12, 2020** regular monthly board meeting were read. Motion to approve by Jeff and second by Clarence. Motion passed.

**Approval of Mobile Home and Liquor License:**

The license request for one year July 1, 2020 - June 30, 2021 were reviewed:

Cortland Acres license for Mobile home park (see open session discussion below)

Hideout Enterprises, INC ... locally named The Zone

Eddies Convenience Store, LLC

WestSide Wine and Spirits, LLC

Kevin made a motion to approve, seconded by Clarence. Motion passed

Town Board approved an additional election inspector for the 2020-2021 term. Motion made by Kevin seconded by Jeff. Motion passed.

**Correspondence:**

Reviewed proposed fee increase Monroe Co Zoning Ch 47. Motion made by Kevin to approve the fee increase. Seconded by Clarence. Motion passed.

**During Open Session:**

**Treasurer's report was reviewed and discussed.**

**Bills were examined.**

Bills were reviewed and approved. Kevin moved to submit payments for bills, seconded by Jeff. Motion passed.

Motion made by Kevin and seconded by Jeff to adjourn at 7:20 PM. Motion passed.

Lisa Brey  
Clerk

# **TOWN OF SPARTA**

## **2020 ANNUAL MEETING**

June 9, 2020

The 2020 Annual Meeting of the Town of Sparta, Monroe County, Wisconsin, was called to order on June 6, 2020 at 6:00 pm by Chairman Kevin Raymer. Present were supervisor- Clarence Justin, supervisor- Jeffrey Garves, Treasurer- Amy Kiefer, Clerk- Lisa Brey; plus 4 residents.

The minutes of April 16, 2019 Annual Meeting were read, motion made by Don Mullet and seconded by Bill June to approve. Motion passed.

Treasurer, Amy Kiefer presented the 2019 financial statement. After discussion and clarifications, motion was made to approve the 2019 financial report as given by the Treasurer. Motion made by Bill June, seconded by Don Mullet. Motion passed.

2019 Inventory was reviewed. New Simplicity lawn mower will be added and no adjustments made to values.

Chairman asked if there were issues from electors for Open Session. No issues were brought forward.

Motion made to adjourn at 6:35 pm by Karen Don Mullet seconded by Bill June.

Lisa Brey Clerk

**TOWN OF SPARTA  
TOWN BOARD MEETING**

July 14, 2020

The regular monthly meeting of the Town of Sparta Town Board was called to order by Chairman Kevin Raymer at 6:00 pm, July 14, 2020 at the Sparta Town Hall, 5724 Hamlet Avenue, Sparta. Attending were Supervisor Jeff Garves, Supervisor Clarence Justin, Treasurer Amy Kiefer and Clerk Lisa Brey. 5 town residents attended.

**Minutes of the June 9, 2020** regular monthly board meeting were read. Motion to approve by Jeff and second by Clarence. Motion passed.

**Land Division for Ephram Gelfman on Fantail Ave:**

Ephram Gelfman requested approval of a Certified Survey Map for a land division at 5700 Fantail Ave. The request was to divide his lot to build a new house for himself and someday sell the other lot. The Planning commission reviewed this request on July 7, 2020 and recommended approval. Kevin made a motion to approve the land division. The motion was seconded by Clarence. Motion carried

**Land Division for Steve Hanson on Hammond Ave:**

Steve Hanson requested approval of a Certified Survey Map for a land division at 7123 Hammond Ave. The Planning commission reviewed this request on July 7, 2020 and recommended approval. Kevin made a motion to approve the land division. The motion was seconded by Jeff. Motion carried

**Land Division for Richard Eddy on Festival Ave:**

Richard Eddy requested approval of a Certified Survey Map for a land division at 9074 Festival Ave. The Planning commission reviewed this request on July 7, 2020 and recommended approval upon a shed having proper setback. The board discussed the shed and setbacks. Kevin made a motion to approve the land division, contingent that the shed be put on skids and made portable so there would not be an issue of setback in the future. The motion was seconded by Clarence. Motion carried

**Purchase of New Election Machine:**

All municipalities in Monroe CO will need new election machines. The current machines will be obsolete after 12-31-22 and will no longer be supported by Command Central. The recommended new election machine is ICE (Imagecast Evolution) Tabulator. Command Central will give 2 year financing with zero interest (half 2021 and half 2022). Discounted Price \$7550. Kevin made a motion to purchase the new machine. Clarence seconded. Motion carried.

**Change August monthly Board meeting date:**

Due to the August 11<sup>th</sup> Primary Election, the August monthly board meeting was changed to Tuesday August 18, 2020 at 6:00 pm

**Correspondence:**

**During Open Session:**

**Treasurer's report was reviewed and discussed.**

**Bills were examined.**

Bills were reviewed and approved. Kevin moved to submit payments for bills, seconded by Clarence. Motion passed.

Motion made by Kevin and seconded by Jeff to adjourn at 7:15 PM. Motion passed.

Lisa Brey  
Clerk

**TOWN OF SPARTA  
TOWN BOARD MEETING**

August 18, 2020

The regular monthly meeting of the Town of Sparta Town Board was called to order by Chairman Kevin Raymer at 6:00 pm, August 18, 2020 at the Sparta Town Hall, 5724 Hamlet Avenue, Sparta. Attending were Supervisor Jeff Garves, Supervisor Clarence Justin, Treasurer Amy Kiefer and Clerk Lisa Brey. 10 town residents attended.

**Minutes of the July 14, 2020** regular monthly board meeting were read. Motion to approve by Clarence and second by Jeff. Motion passed.

**Discussion on brush disposal:**

The Township has no place for residents to take brush. The Board discussed having one day a week available for bringing brush to the recycling center. The patrolmen would be on hand, with the chipper, only one day a week. It was discussed that Tuesdays 10-12 would be the best time available for patrolmen. There would be a trial period for the month of September. A size limit on limbs needs to be determined, signs posted and information added to the town website. It has to be made very clear, that there is no dumping of brush. This is only available on Tuesdays 10-12 when patrolmen are present.

**Correspondence:**

**Letter from John Radocha:**

Mr Radocha sent a letter to the board concerning a land division he has requested. The board will not respond to the letter. Mr. Radocha has approached the board before on this issue and he has been made aware of the land division ordinances for the Town of Sparta.

**Election Machine MOU:**

Chairman will sign memorandum of understanding for the purchase of an election machine thru the county clerk. If all is paid in 2020, it may be reimbursable thru a grant.

**During Open Session:**

A resident was concerned about the speed limit on Idell Ave may need to be reduced. Clarence said the current speed for that road is 25 mph and there are 2 speed limit signs on that road. Board suggested contacting local law enforcement and have them patrol the road.

Several residents voice concerns about the end of Fairway Road not getting completed. One resident wanted access to his field road restored. One resident wanted to know if any base was going to be laid down before seal coating. Also, large rocks and large clumps of dirt have rolled down the bank from the road into, or near, his creek and he would like that cleaned up.

An elderly resident stated that he had a health care nurse come daily. During the road construction the road was closed and the nurse could not get to him that day. There was not a "Road Closed" sign posted at the end of the road. He said he was never notified of the closure and asked if he could be notified in the future if the road was closed. He also stated his mailbox needs to be fixed from the construction. All residents wanted to know a date for sealcoating for the end of Fairway. Board said will be seal coated next year.

**Treasurer's report was reviewed and discussed.**

**Bills were examined.**

Bills were reviewed and approved. Kevin moved to submit payments for bills, seconded by Clarence. Motion passed.

Motion made by Kevin and seconded by Jeff to adjourn at 7:35 PM. Motion passed.

Lisa Brey  
Clerk

**TOWN OF SPARTA  
TOWN BOARD MEETING**

September 8, 2020

The regular monthly meeting of the Town of Sparta Town Board was called to order by Chairman Kevin Raymer at 6:00 pm, Sept 8, 2020 at the Sparta Town Hall, 5724 Hamlet Avenue, Sparta. Attending were Supervisor Jeff Garves, Supervisor Clarence Justin, and Clerk Lisa Brey Treasurer Amy Kiefer was absent. \_ town residents attended.

**Minutes of the August 18, 2020** regular monthly board meeting were read. Kevin decided to wait for the brush disposal plan until April 2021, so it can be properly noticed with an insert in the tax bill. Motion to approve by Clarence and second by Jeff. Motion passed.

**Land Division for Gary Boldon at 1505 S Water St:**

Gary Boldon was present and requested approval of a Certified Survey Map for a land division at 1505 S Water St. The request was to divide his current lot into 2 parcels and then transfer one lot to the adjacent land owner. The Planning commission reviewed this request on September 1, 2020 and recommended approval as long as the lots were labeled "Lot 1 and Outlot 1". Kevin made a motion to approve the land division. The motion was seconded by Clarence. Motion carried

**Land Division for Anthony Benzing for subdivision on Gavel Ave:**

The board discussed Anthony Benzing's request for approval of a land division into a subdivision on Gavel Ave. The Planning commission reviewed this request on September 1, 2020 and took no action until the land owner gets more information from the surveyor. The Board took no further action.

**Town of Sparta and Monroe County ATV/UTV policies:**

The Sparta Town Board is ready to change the Town ordinance to allow AVT/UTV use in the township, but is waiting for clubs to volunteer to help purchase the 43+ signs needed for proper signage in the township. Kevin will call Monroe Co the highway commissioner to coordinate route posting, when the signs are purchased, and find out if signs can be placed on existing road sign posts.

**Correspondence:**

**During Open Session:**

Dates were set for Open Book: Monday October 19, 2020 at 4:00pm-8:00pm and for Board of Review: Tuesday October 27, 2020 at 8:00 am – 10:00 am.

**Treasurer's report was reviewed and discussed.**

**Bills were examined.**

Bills were reviewed and approved. Kevin moved to submit payments for bills, seconded by Clarence. Motion passed.

Motion made by Kevin and seconded by Jeff to adjourn at 7:00 PM. Motion passed.

Lisa Brey  
Clerk

**TOWN OF SPARTA  
TOWN BOARD MEETING**

October 13, 2020

The regular monthly meeting of the Town of Sparta Town Board was called to order by Supervisor Clarence Justin at 6:00 pm, October 13, 2020 at the Sparta Town Hall, 5724 Hamlet Avenue, Sparta. Attending was Supervisor Jeff Garves, Supervisor Clarence Justin, Treasurer Amy Kiefer, Clerk Lisa Brey was absent and Chairman Kevin Raymer came at 6:30 pm. 16 town residents attended.

**Minutes of the September 8, 2020** regular monthly board meeting were read. Motion to approve by Clarence and second by Jeff. Motion passed.

**Amend ordinance 7.11 Off Highway Vehicles Regulated to include AVT/UTV Road:**

The amendment was read and discussion was made. It was agreed by the residents that 35 mph was a good speed limit. It was also discussed that there would be no time limit for operation and the Amendment will be corrected and limited hours of operation will be taken out. Clarence will pick up the signs and posts from the Sauk Ridge Runners ATV Club. It was suggested that the patrolmen put up the signs so they knew where they are and will not knock them over when mowing/plowing. It was decided that the patrolmen will assist volunteers to put up the signs. They could put up a few per day. Board discussed concern about under age 16 yr olds operating AVTs on town roads. Clarence made a motion to approve the Amened Ordinance 7.11 Off Highway Vehicles Regulated to allow ATV/UTV Road Access. Jeff seconded. Ordinance will be posted for 30 days, once the Town Board makes the changes and signs it.

**Clarence made a call for the meeting of electors on November 10, 2020 at 6:00 pm to have the 2021 Proposed Budget Hearing and Special Town Meeting to adopt 2020 Tax Levy.** Seconded by Jeff.

At date was set for the Town Board to go over the budget. The Board will meet on Tuesday, October 20, 2020 at 8:00 am.

Bob Madrig from Holloway Appraisal was present. He needs more time to finish the revaluation and will have to move the revaluation to next year due to COVID and staff. A time was set for Open Book and Board of Review. Open Book will be Wednesday November 11, 2020 at 4-6 pm. Board of Review will be November 18, 2020 at 4-6 pm.

**Correspondence:**

**During Open Session:**

**Treasurer's report was reviewed and discussed.**

**Bills were examined.**

Bills were reviewed and approved. Kevin moved to submit payments for bills, seconded by Clarence. Motion passed.

Motion made by Kevin and seconded by Clarence to adjourn at 7:30 PM. Motion passed.

Notes from Treasurer Amy Kiefer  
Lisa Brey  
Clerk

**TOWN OF SPARTA  
TOWN BOARD MEETING**

November 10, 2020

The regular monthly meeting of the Town of Sparta Town Board was called to order by Chairman Kevin Raymer at 6:20 pm, November 10, 2020 at the Sparta Town Hall, 5724 Hamlet Avenue, Sparta. Attending were Supervisor Jeff Garves, Supervisor Clarence Justin, Treasurer Amy Kiefer and Clerk Lisa Brey. 5 town residents attended.

**Minutes of the October 13, 2020** regular monthly board meeting were read. Motion to approve by Kevin and second by Clarence. Motion passed.

**Adoption of the 2021 Budget:**

Kevin reviewed the 2021 Budget.

With no further discussion on the budget for 2021, motion was made by Kevin and seconded by Jeff to adopt the 2021 Budget. Motion Carried.

**Anthony Benzing requested a land division on Gavel Ave:**

Anthony Benzing met with the Planning Commission on 11-4-2020 he had his land resurveyed, since the last PC meeting, to meet town specifications for a land division on Gavel Ave. He has met his limit for number of lots sold in the last 3 years. The Planning Commission had recommended approval by the Town Board. Kevin reminded Mr Benzing that he has met his limit for number of lots to be sold. Kevin made a motion to approve the land division. Seconded by Clarence. Motion carried.

**Steve Horstman requesting a Conditional Use Permit for a mobile home at 4718 Cty Hwy BC:**

The Planning Commission heard from Steve and Janet Horstman on 11-4-2020 about a request for a CUP for bringing in a trailer home. The trailer home is 16' x 80'. The CUP will be in Steve and Janet Horstman's name only and will not be transferable. The home is going in the same place as an old trailer was that was removed 2 years ago. Water and septic are still on the site. The Planning Commission recommended approval. The Town Board reminded Steve that he needed a Certified Survey Maps and will need to meet with the Planning Commission for a land division to sell his house. Motion made to approval made by Kevin. Seconded by Clarence. Motion carried

**Correspondence:**

**During Open Session:**

Two alternate Board of Review members were needed for the BOR on November 18, 2020. Lisa Nominated Amy Keifer. Kevin nominated Pat Jenkins. Both accepted the position as an alternate Board of Review member.

Clerk reminded Town Board members that a public notice has to be posted the 3<sup>rd</sup> Tuesday in November about the local Spring Election. Members need to let the clerk know if they wish to run again or will file for noncandidacy.

Patrolmen Log Books were reviewed.

**Treasurer's report was reviewed and discussed.**

**Bills were examined.**

Bills were reviewed and approved. Kevin moved to submit payments for bills, seconded by Jeff Motion passed.

Motion made by Kevin and seconded by Jeff to adjourn at 7:00 PM. Motion passed.

Lisa Brey Clerk

**TOWN OF SPARTA  
TOWN BOARD MEETING**

December 8, 2020

The regular monthly meeting of the Town of Sparta Town Board was called to order by Chairman Kevin Raymer at 6:00 pm, December 8, 2020 at the Sparta Town Hall, 5724 Hamlet Avenue, Sparta. Attending were Supervisor Jeff Garves, Supervisor Clarence Justin, Treasurer Amy Kiefer and Clerk Lisa Brey. 8 town residents attended.

**Minutes of the November 10, 2020** regular monthly board meeting were read. Motion to approve by Clarence and second by Jeff. Motion passed.

**Dan Arndt requested a land division on Galaxy Ave:**

Dan Arndt met with the Planning Commission on 12-1-2020 he had his land resurveyed to meet town specifications for a land division on Galaxy Ave. The Planning Commission had recommended approval by the Town Board. Kevin made a motion to approve the land division. Seconded by Clarence. Motion carried.

**Steve Horstman requesting a land division at 4674 Cty Hwy BC:**

The Planning Commission heard from Steve Horstman on 12-1-2020. He was requesting a land division at 4674 Cty Hwy BC. The CSM divides out 3 lots. The survey met all township specifications. Motion made to approval made by Kevin. Seconded by Jeff. Motion carried

**Roxie Anderson was to discuss Town of Sparta Property Acquisition and Structure Removal**

The township received an email from Roxie that the Memorandum of Understanding was not ready. This item will put on January agenda.

**Appoint a new member to Planning Commission**

Betsy Gleiss Kaftan resigned her position as a member of the Planning Commission. Kevin nominated Bill June to replace Betsy. Bill was present and accepted the nomination. This term will expire March 2023. Motion made by Kevin to accept Bill as a member of the Planning Commission. Seconded by Clarence. Motion carried

**Correspondence:**

Clarence will attend the Monroe Co Zoning hearing on Dec. 21, 2020 to represent the Town of Sparta for the Conditional Use Permit for Steve Horstman.

**During Open Session:**

Date was set for employee evaluations. The Board will do employee evaluation on Tuesday, December 29, 2020.

Patrolmen Log Books were reviewed.

**Treasurer's report was reviewed and discussed.**

**Bills were examined.**

Bills were reviewed and approved. Kevin moved to submit payments for bills, seconded by Jeff Motion passed.

Motion made by Kevin and seconded by Jeff to adjourn at 7:00 PM. Motion passed.

Lisa Brey Clerk