

**Town of Somers  
7511 12th Street  
Somers, WI 53171**

**Town Work Session Meeting  
Agenda  
Tuesday, September 5, 2023  
5:15 p.m.**

<b>Town Board Work Session Meeting:</b>	
<b>Item #</b>	
1	Call to Order
2	Citizen Comments
3	Administrator's Report
4	Chair & Supervisor Reports
5	Review tentative agenda for Town Board meeting on September 12, 2023
6	Adjourn

I hereby certify that, as the designee of the chief elected official of the Town of Somers, I posted this notice of the September 5, 2023, Work Session Meeting & Agenda in 3 public places & Somers website.

Dated this 1st day of September 2023.

Brandi Baker, Clerk-Treasurer

Requests from persons with disabilities who need assistance to participate in this meeting should be made to the Clerk's Office at 262-859-2822 with as much notice as possible. **Notice is hereby given that members of the Town Board may participate telephonically. Notice is hereby given that members of the Village Board may be in attendance for the sole purpose of gathering information. A quorum may be present. However, no Board action will be taken.**



**VILLAGE OF SOMERS  
VILLAGE BOARD  
WORK SESSION ITEM MEMORANDUM**

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**WORK SESSION:** September 5<sup>th</sup>, 2023

**TO:** Village President Stoner and Village Trustees

**FROM:** Jason J. Peters, Administrator

**AGENDA ITEM:** #2 Administrator's Report

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Below please find a bulleted summary of major issues that Administration has worked since our August 1<sup>st</sup> Work Session:

REMINDER VILLAGE/TOWN HALL WILL BE CLOSED MONDAY, SEPTEMBER 4<sup>th</sup> IN OBSERVANCE OF LABOR DAY

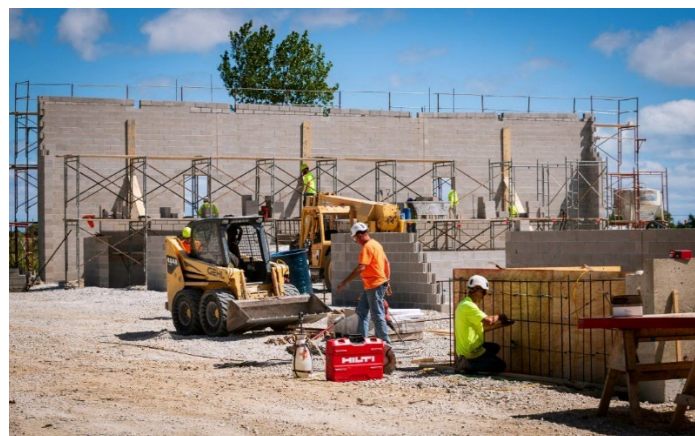
Development

- There was no Plan Commission meeting held in August.
- As of the time of this Report there are no matters scheduled for the September 11<sup>th</sup> Plan Commission. If this changes, the meeting will be posted.
- The Village has been informed that due to the cost of the building the proposed Home Inspired II project just east of the Village/Town Hall will not be moving forward.
- On August 7<sup>th</sup>, Administration, Planning & Zoning, Trustee Nelson, and President Stoner met with a developer that was interested feedback in using a portion of their property as solar farm.
- On August 9<sup>th</sup>, Administration and President Stoner met with a commercial real estate broker regarding the need for smaller warehouse buildings in area. We discussed the fact that the Village gets inquiries from smaller businesses whose needs are not big enough for the larger warehouses in the area. The meeting also allowed the Village to give an update on what development is taking place and show them opportunities for new development.

- On August 11<sup>th</sup>, Administration and President Stoner met with Nicole Ryf. Ms. Ryf is the newly appointed President of KABA. This meeting provided an opportunity for us to get know each other and for Ms. Ryf to learn about the Village.
- On August 15<sup>th</sup>, Administration and President held our monthly update call with Tawani regarding the Archive Center and Mission94. Mission94 is progressing nicely and nothing major to report.
- Over the past month, Staff and Attorney Davison have continued to work with developer on the development agreement for the Compressed Natural Gas site on CTH KR. Administration and President Stoner have also had several meetings with the DOT in regards to the TIA and access for the site.
- Over the week of August 28<sup>th</sup>, Administration, President Stoner, Public Works and Building Inspector Seymour have been working with DNR in regards to a runoff issue on the construction site at CTH L and STH 31. Staff was made aware of the issue through a resident. It was immediately inspected and the DNR was informed. Dewatering was shut down by the Building Inspector and a meeting was held with the contractor and the DNR on August 31<sup>st</sup>. On September 1<sup>st</sup>, clean up of the sediment had begun by the contractor. Follow-up meetings have also been established.



- On August 31<sup>st</sup>, the bid opening for the public infrastructure that is needed to connect the new Bobcat Plus to sewer and water was held. This is similar to what the Village has done for Becknell and Flint 94.



## Administration

- Staff has been meeting daily to work on the budget. The majority of Staff's time has been dedicated to this process over the past month. With the work that went into the budget last year, this year's budget has been a somewhat smoother process. Some items of note thus far are that our health insurance premiums have gone up by ten percent and our garbage contract will go up by 4.34 percent.
- On August 2<sup>nd</sup>, Superintendent Kreye and President Stoner with the Kenosha County Highway department to help solve a potential drainage issue on CTH A.
- On August 3<sup>rd</sup>, the Village attended another local officials' meeting with the DOT. The purpose of the meeting was to introduce the proposed resurfacing of Sheridan Road. President Stoner, Administrator Peters, Chief Andersen and Public Works Superintendent Kreye were in attendance. Representative from Kenosha County, Racine County, Kenosha County Sheriffs, City of Kenosha, and City of Kenosha Police were also in attendance. The DOT held the public informational meeting on August 16<sup>th</sup> at the Northside Library. Administrator Peters, Trustee Nelson, and President Stoner were in attendance.
- On August 4<sup>th</sup>, Administration and President Stoner met with Executive Director Giordano for an update on Phase II of both the Nuemiller Woods and Gitzlaff Park projects.
- On August 8<sup>th</sup>, Administration, President Stoner, Chief Anderson, Sergeant Pittsley and Kenosha County Parks Director Collins met at Petrifying Springs Park to discuss better coordination for special events held at the park. The main focus of the meeting was to discuss ways to ensure ingress and egress are available to emergency personnel.
- On August 8<sup>th</sup>, Administration met with Judge Kupfer and Representative's from the Sheriff's Department to address the municipal court bond schedule.
- Administration has continued to work on the Request for Proposals for the updates to the Village/Town Auditorium. Once completed this will be sent out and published on our website.
- Assistant to the Administrator/Communication Specialist Poirier has nearly completed the Request for Proposal document to hire a planner for the Gitzlaff Park master plan. Once completed this will be sent out and published on our website.
- Over the past month, Staff has done complete review of any keys that are needed in the Village/Town. Each key has now been labeled, documented and a new lock box has been installed. While this may sound like a small matter, it was a very large task.



- During the week of August 28<sup>th</sup>, Administration and Clerk/Treasurer Baker interviewed six candidates for the recently available Clerk I position. An offer will be extended to the candidate that was chosen pending a background check.
- On August 29<sup>th</sup>, the refund checks were mailed to residents on Sheridan Road whose laterals could not be lined as apart of the CWLP project. In the next check run, you will notice a number of \$
- 1,000 checks to residents.
- On August 28<sup>th</sup>, our new public works employee, Tyler Remus, started with the Village/Town. This crew position was open due to the retirement of Superintendent Smith and the promotion of Superintendent Kreye and Foreman Sullivan.
- On August 30<sup>th</sup> our closing for the 2023A Borrowing was successfully completed.
- In our 2023 CIP budget, monies were set aside to update the software that runs the Village/Town Hall's HVAC systems. Our new software is now installed.
- The flashing speed limit signs that were included in our 2023 CIP budget have now been installed on 47<sup>th</sup> Avenue and 100<sup>th</sup> Avenue just south of Highway E.



- The Annual League of Municipalities Conference will be held in Green Bay on October 18<sup>th</sup> through the 20<sup>th</sup>. Registration deadline is October 10<sup>th</sup>. It has been a few years since anyone from the Village has attended. If any Board members would like to attend, please contact Administrator Peters or Clerk Baker.
- A ribbon cutting ceremony will be held on September 6<sup>th</sup> for the new CTH A and CTH Y round-about. The ceremony begins at 10 a.m.

- This month Clerk Baker, Accounting Manager Ealy, and Account Kelly participated in full day training on the WRS. A few of the topics covered included; employer responsibilities, WRS eligibility rules and determination, and different reporting requirements.
- Finally, a reminder that our annual budget work session will be held on Saturday September 23<sup>rd</sup>. We will begin at 8 am.

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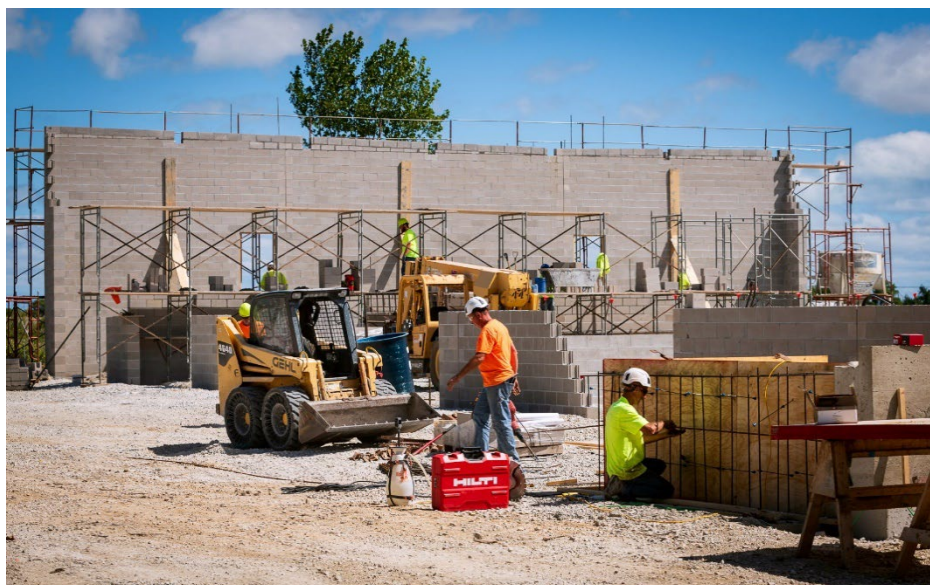
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**Town Board Meeting  
Tentative Agenda  
Tuesday, September 12 2023  
5:15 pm**

<b>Town Board Meeting:</b>	
<b>Item #</b>	
1	Call to order
2	Pledge of Allegiance
3	Consent and Approval of Minutes of Town Board meetings on August 8, 2023
4	Correspondence: Rezoning at 4151 45 <sup>th</sup> St
5	Citizens Comments
6	Supervisor Comments
7	Approval of Operator Licenses: None
8	Adjourn

I hereby certify that as the designee of the chief elected official of the Town of Somers I posted this notice of the September 12, 2023 Town Board Meeting & Tentative Agenda in 3 public places.

Dated this 1<sup>st</sup> day of September 2023.

Brandi Baker, Clerk-Treasurer

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