

**TOWN OF OSCEOLA
TOWN BOARD OF SUPERVISORS
REGULAR BOARD MEETING
Monday, November 1, 2021 – 6:30 P.M.
Town Hall - 516 East Avenue North, Dresser WI
Agenda Can Change Up to 24 Hours Prior to Meeting**

MEETING AGENDA

1. Call Meeting to Order
2. Verification of Meeting Posting
3. Pledge of Allegiance
4. Roll Call
5. Presentation and Approval of Bills
6. Acceptance of Proposed Agenda
7. Approval of Minutes of Previous Meetings: 10/4/21, 10/7/21, 10/12/21, 10/14/21, 10/19/21, 10/25/21 1-13
8. Public Comment
9. Public Works Report
10. Treasurer's Report 14-20
11. Clerk's Report
12. Old Business
 - a) Consider Appointment of Town Supervisor
 - b) Consider Dwight Lake Boat Landing Improvements
13. New Business
 - a) Consider RFP Responses for 2021 Financial Audit 21-24
 - b) Consider LRIP Grant 25-26
 - c) Consider Updates to Public Works' Job Descriptions 27-36
 - d) Consider Letter to County for Properties in Violation of the Town's Public Nuisance Ordinance (No. 18-01-01) 37
 - e) Consider Ordinance 21-11-01 and New Overweight / Oversize Permit 38-67
 - f) Consider Resolution 21-11-01 to Establish a Savings Account for Public Works Capital Equipment 68
 - g) Consider Approval of Town of Osceola Dog License Fees 69-86
 - h) Consider Clarification on Approvals Regarding Standard vs. Exception Driveway Approvals 87-89
 - i) Consider Clerk Seeking Notary Application 90
 - j) Consider Amendment to Physical Phones in Town Hall Office 91-92
 - k) Consider Public Works Part-time Employees
 - l) Consider Wages for Part-time Employees
 - m) Consider Driveway Permit Exception Application 93-97
 - n) Consider Two Subdivision Requests 98-105
 - o) Consider dates for Public Hearing, Special Town Meeting, and Special Town Board Meeting
14. Chairman's Report 106-111
15. Supervisor's Report
 - a) Jon Cronick: Supervisor and Plan Commission Update, including 10/26/21 minutes 112-113
 - b) Jo Everson
 - c) Neil Gustafson
16. Request for Future Meeting Agenda Items
 - a) Consider Appointments of All Election Inspector Positions
 - b) Consider Lakeland Broadband Grant Re-Application
 - c) Consider Fee Changes
 - d) Consider Cemetery Application
17. Next Town Board Meeting – December 6, 2021
18. Next Plan Commission Meeting – November 30, 2021
19. Community Meetings Board Members Attend –
 - a) Osceola Area Ambulance Service Board: Wed., Nov. 3, 6pm, OAAS Hall
 - b) Polk County Local Road Improvement Program Committee Meetings: Wed., Nov. 10, Polk County Highway, Balsam Lake (2:00 Municipalities); Mon., Nov. 15, 1:00 townships
20. Adjournment

Please note that, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact the Clerk's office at (715)755-3060.

AFFIDAVIT OF POSTING: I hereby certify that this notice has been posted at the Dresser Post Office, the Town Hall, the First Community National Bank, and the Town Web Site.

/s/ Denise Skjerven, Clerk

Accounts

Transfer

▶ DEPOSIT ACCOUNTS	\$141.40
▼ INVESTMENT ACCOUNTS	\$151,128.27
Business 12 Month Certificate *3192	
Balance.....	\$151,128.27
Matures on.....	08/06/2022



Get Notified About Account Activity In Seconds
USE REAL-TIME ALERTS!

My Approvals

All requests ▼

You have no approval requests

Routing Number:
291880411

Member Service Hours:
M-F 8:30 a.m. - 7:00 p.m.
Sat. 8:30 a.m. - 2:00 p.m.
Phone: 1-800-341-9911

<	October 2021						>
Su	Mo	Tu	We	Th	Fr	Sa	
26	27	28	29	30	1	2	
3	4	5	6	7	8	9	
10	11	12	13	14	15	16	
17	18	19	20	21	22	23	
24	25	26	27	28	29	30	
31	1	2	3	4	5	6	

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You Could Save Big!

as of 10/28/21

Alerts

15

Stay Alert

Know about changes to your finances and online security. Choose when and what alerts you get by email or text message.

Accounts

<u>GENERAL FUND</u> XXX1087	Available balance \$33,363.70	<u>Recent</u> ▼
<u>GENERAL MONEY MARKET ACCOUNT</u> XXX7408	Available balance \$360,812.51	<u>Recent</u> ▼
<u>TAX RECEIPT ACCOUNT</u> XXX7416	Available balance \$52,028.89	<u>Recent</u> ▼
<u>DRESSER TRAPROCK ASSURANCE</u> XXXX1165	Available balance \$15,045.10	<u>Recent</u> ▼
<u>cd 58320</u> X8320		<u>Recent</u> ▼

Payments & transfers

Internal

From	To	Amount	Date
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There are no issued transfers.

Pay or transfer

From account *

GENERAL FUND XXX1087

Available balance: \$33,363.70

TOWN OF OSCEOLA

Check Detail

October 5 - 28, 2021
Account

Date	Name	Account	Original Amount
10/28/2021	AFLAC	MidWest One Checking Account	44.85
10/28/2021	Insurance		-44.85
TOTAL			44.85
10/28/2021	Charter Communications	MidWest One Checking Account	134.98
10/14/2021	Telephone/Internet		-134.98
TOTAL			134.98
10/28/2021	E. O. Johnson Co.	MidWest One Checking Account	111.11
10/28/2021	Office Supplies		-111.11
TOTAL			111.00
10/28/2021	Easy IT Guys	MidWest One Checking Account	41.25
10/05/2021	Website & Computer Expenses		-41.25
TOTAL			41.25
10/28/2021	MidWest One Bank	MidWest One Checking Account	911.43
10/25/2021	Equipment Repairs & Maintenance		-911.43
TOTAL			911.43
10/28/2021	Ring Central	MidWest One Checking Account	1,151.89
10/21/2021	Telephone/Internet		-1,151.89
10/22/2021	Telephone/Internet		926.75
TOTAL			225.14
10/28/2021	Verizon	MidWest One Checking Account	89.69
			-86.69
			1,151.89

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TOWN OF OSCEOLA

Check Detail

October 5 - 28, 2021
Account

Date	Name	Original Amount
10/05/2021	PW Cell Phone	86.69
TOTAL		86.69
10/28/2021	We Energies	-9.57
10/06/2021	Gas Utilities	9.57
TOTAL		9.57
10/28/2021	WI Dept of Justice	-7.00
10/28/2021	Other/Background Checks	7.00
TOTAL		7.00
10/28/2021	Xcel Energy	-164.06
10/28/2021	Electric Utilities	164.06
TOTAL		164.06
10/11/2021	MidwestOne Bank	-2,069.56
	2100 · Payroll Liabilities	590.00
	2100 · Payroll Liabilities	599.57
	2100 · Payroll Liabilities	599.57
	2100 · Payroll Liabilities	140.21
	2100 · Payroll Liabilities	140.21
TOTAL		2,069.56
10/28/2021	Wisconsin Retirement System	-629.64
	2100 · Payroll Liabilities	314.82
	2100 · Payroll Liabilities	314.82
TOTAL		629.64



TOWN OF OSCEOLA

Check Detail

October 5 - 28, 2021
Account

Date	Name	Account	Original Amount
10/28/2021	Wisconsin Dept of Revenue	MidWest One Checking Account	337.69
		2100 - Payroll Liabilities	-337.69
TOTAL			337.69
10/15/2021	Bulman, Justin S	MidWest One Checking Account	37.82
		Part-Time PW Wages	40.95
TOTAL			37.82
10/15/2021	Carlson, Janice	MidWest One Checking Account	777.39
		Treasurer Wages	984.40
TOTAL			777.39
10/15/2021	Johnson, Tony A	MidWest One Checking Account	1,635.55
		Supervisor PW Wages	78.00
		Supervisor PW Wages	1,753.70
		Supervisor PW Wages	384.62
TOTAL			1,635.55
10/15/2021	Skjerven, Denise K	MidWest One Checking Account	706.63
		Clerk Wages	921.40
TOTAL			706.63
10/26/2021	ABT Mailcom	MidWest One Checking Account	1,050.00
10/26/2021		Postage	-1,050.00
TOTAL			1,050.00

TOWN OF OSCEOLA

Check Detail

October 5 - 28, 2021
Account

Date	Name	Account	Original Amount
10/26/2021	Brothers Country Mart LLC	MidWest One Checking Account	138.14
10/26/2021		Fuel	138.14
TOTAL			138.14
10/26/2021	Dehmer, Dean	MidWest One Checking Account	52.00
10/26/2021		Gopher Bounty Expenses	52.00
TOTAL			52.00
10/26/2021	Dresser Food & Liquor Inc.	MidWest One Checking Account	217.66
10/26/2021		Fuel	127.61
10/26/2021		Fuel	90.05
TOTAL			217.66
10/26/2021	Dresser Water & Sewer Utilities	MidWest One Checking Account	69.97
10/26/2021		Water & Sewer Utilities	69.97
TOTAL			69.97
10/26/2021	Hoverman, Jim	MidWest One Checking Account	60.00
10/26/2021		Gopher Bounty Expenses	60.00
TOTAL			60.00
10/26/2021	Jones, Jolene	MidWest One Checking Account	575.00
10/26/2021		Website & Computer Expenses	575.00
TOTAL			575.00
10/26/2021	Mattison Contractors Inc	MidWest One Checking Account	40,243.63
TOTAL			40,243.63

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TOWN OF OSCEOLA

Check Detail

October 5 - 28, 2021
Account

Date	Name	Account	Original Amount
10/26/2021		Highway Construction	40,243.63
			40,243.63
TOTAL			
10/26/2021	Polk County Clerk	MidWest One Checking Account	-38.00
TOTAL			38.00
10/26/2021		Dog License to County	38.00
			38.00
TOTAL			
10/26/2021	Polk County Highway Dept.	MidWest One Checking Account	-448.00
TOTAL			448.00
10/26/2021		Equipment Repairs & Maintenance	448.00
			448.00
TOTAL			
10/26/2021	Quill Corporation	MidWest One Checking Account	-266.84
TOTAL			266.84
10/26/2021		Office Supplies	3.49
		Office Supplies	123.72
		Office Supplies	25.98
		Office Supplies	34.99
		Office Supplies	78.66
			266.84
TOTAL			
10/26/2021	West WI Inspection Agency	MidWest One Checking Account	-4,062.32
TOTAL			4,062.32
10/26/2021		Building Inspection Expense	4,062.32
			4,062.32
TOTAL			
10/26/2021	Wisc Elections Commission	MidWest One Checking Account	-15.00
TOTAL			15.00
10/26/2021		Supplies	15.00
			15.00
TOTAL		Total	56,096.67

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Create
Opportunities

October 22, 2021

Proposal to provide professional
auditing services to the:

Town of Osceola, Wisconsin

Prepared by:

Brock Geyen, CPA, Principal

brock.geyen@CLAconnect.com

Direct 715-852-1108

[CLAconnect.com](https://www.claconnect.com)

WEALTH ADVISORY | OUTSOURCING | AUDIT, TAX, AND CONSULTING

Investment advisory services are offered through CliftonLarsonAllen Wealth Advisors, LLC, an SEC-registered investment advisor. CLA is an independent member of Nexia International, a leading, global network of independent accounting and consulting firms. See [nexia.com/member-firm-disclaimer](https://www.nexia.com/member-firm-disclaimer)





CliftonLarsonAllen LLP
2424 Monetary Blvd
Suite 205
Hudson, WI 54016

phone 715-377-7600 fax 715-377-7615
CLAconnect.com

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October 25, 2021

Ms. Jan Carlson Treasurer
Town of Osceola
516 East Avenue N
Osceola, WI 54009

Dear Ms. Carlson:

Thank you for inviting us to propose our services to the Town of Osceola ("the Town"). We gladly welcome the opportunity to share our approach to continue helping the Town meet its financial goals. This abbreviated proposal responds to your request for professional auditing services for the fiscal year ending December 31, 2021. We would be happy to provide you with an expanded proposal at your request.

We understand the Town's need for compliance services, but we have also considered your broader objectives. From our view, compliance services can be either regulatory routines or powerful tools to improve operations, reduce waste, and tighten controls. Our work together will provide the Town with insights on future opportunities. Our approach to serving you is always shaped by this greater goal.

CliftonLarsonAllen LLP (CLA) is a top 10 professional services firm with an exceptional level of knowledge, insight, and industry experience. You can depend on CLA for several advantages:

- **Specialized industry practices.** Our professionals are immersed in your field. Those selected to serve the Town are not just accounting practitioners; they have significant exposure, training, and knowledge of the governmental industry.
- **Credibility, reputation, and resources of a top 10 firm** without sacrificing the small-firm touch. The governmental industry is vital to our country, and at CLA we have renewed and deepened our commitment to the Town at a level most other firms reserve for the largest corporations.
- **Professionals personally and deeply invested in your success.** CLA has established itself as a place where the best and brightest come to build the careers they want. Our people provide advice by applying their entire depth of experience—as well as their full potential—to their work with clients.

Sincerely,

CliftonLarsonAllen LLP

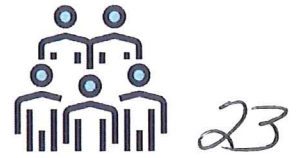
Brock Geyen, CPA, Principal
2424 Monetary Blvd., Suite 205
Hudson, Wisconsin 54016
715-852-1108
brock.geyen@CLAconnect.com



Create Opportunities

Firm background

With more than 60 years of quality service and experience, as one of the nation's top 10 accounting firms, CLA exists to create opportunities for our clients, our people, and our communities through industry-focused wealth advisory, outsourcing, audit, tax, and consulting services. We currently have more than 7,400 professionals, including 900+ principals in more than 120 locations across the United States.



Industry focus

The state and local government industry is a dynamic, unique area of accounting, and require constant attention and monitoring. Our knowledge of your industry is crucial to offering practical strategies. As a firm with more than 60 years of experience, we possess a comprehensive understanding of your challenges and are able to respond promptly and effectively to help meet them. We are leaders in serving a large number of similar local governments. Today we provide professional services to nearly 4,100 state and local government clients nationwide, including more than 575 served by our Wisconsin offices.

Licensing

CLA is licensed as a certified public accounting firm in the states it chooses to practice, including the State of Wisconsin. All principals and directors providing auditing services are licensed CPAs in their respective states of practice.

Independence affirmation

CLA and all members of the engagement team are independent of the Town of Osceola as defined by generally accepted auditing standards. We are committed to maintaining an independent attitude and appearance throughout the full term of the engagement.

References

We work with over 170 different governmental entities within Northwestern Wisconsin. Those of particular applicability to the Town of Osceola include the Town of Clayton, Polk County and the Village of Dresser.

How CLA can meet your needs

Although CLA is a large firm with a wide array of resources from which the Town can benefit, you will be served by a client service team dedicated to building a relationship with the Town. You will work with people who care about the Town. Your client service team is comprised of professionals who have extensive experience serving the governmental industry. The Town is encouraged to call on any of the members of the client service team to assist with any issue that arises at any time - before, during or after services are rendered. The Town's client service team will be dedicated to helping you get where you want to go in the short and long-term.

Professional fees

At CLA, our fees are based on the timely delivery of the services provided, the experience of personnel assigned to the engagement, and our commitment to meeting your deadlines. We estimate our not-to-exceed professional fees to be as follows:

Professional Services	Fiscal Year 2021
Financial Audit	\$3,300
Compilation of Regulatory Form CT	\$1,500
Technology and Client Support Fee (5%)*	\$240
Total	\$5,040

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**Like most firms, we are investing heavily in technology to enhance the client experience, protect our data environment, and deliver quality services. We believe our clients deserve clarity around fees, and we will continue to be transparent with our fee structure.*

TOWN OF OSCEOLA

Polk County, Wisconsin

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Position Description

Position Title: Public Works Supervisor

Dates Revised: Feb 6, 2015; November 1, 2021
Dates Approved: February 6, 2015; November 1, 2021

Objective: To perform daily functions to maintain the Town facilities, roads, right of ways, parks, lake accesses, equipment and highway signs.

Reports to: Town Chair or Town Board Public Works Committee

Supervises: Part-time Public Works Employees

Job Classification: Non-exempt, hourly

Working Hours: Normal workday would be Monday through Friday, 7:30 a.m. – 4:00 p.m. Response to non-typical situation or emergencies may be required at any hour of the day (24/7) and is considered “on-call” on an as needed basis. Arrangements may be made to have someone cover for you.

Position Duties:

1. Maintain and service Town equipment on regular basis keeping written logs of all service activity.
2. Keep vehicle parking garage and cold storage areas neat and clean.
3. Install/remove docks, inspect and maintain public beaches and lake access areas including picnic tables.
4. Supervise roadwork outsourced to contractors along with Town Board Public Works Committee.
5. Communicate with Town Board, employees and residents in a friendly and courteous manner.
6. Update Wisconsin Information System for Local Roads (WISLR) road maintenance data on State of Wisconsin website and Pavement Surface Evaluation & Rating System (PASER) road ratings.
7. Respond to any calls for assistance from the Polk County Sheriff's Department, Fire Department or Highway Department regardless of time of day.
8. Approve standard driveway permits, and driveway permit variances after recommendation received from Plan Commission; install fire numbers.
9. Install traffic counters on town roads to establish average daily traffic count and record information to be used in planning future road projects.
10. Oversee Adopt-A-Town-Road Program.
11. Perform general maintenance and improvements to Town roads. The following is a partial list of maintenance duties.
 - a. Snow plowing and salt/sand application
 - b. Grading of gravel roads and maintenance of shoulders

- c. Patching and minor road rebuilding
 - d. Roadside brush and grass mowing
 - e. Tree trimming and removal to maintain clear zones and proper sight distances
 - f. Controlling soil erosion on Town roads and property to maintain proper drainage
 - g. Pick-up large items discarded into the right-of-way and dispose of properly
12. Install and maintain signage throughout the Town. Types of signs include regulatory, advisory, street, stop and informational.
 13. Provide approved (initialed) receipts and charge slips to Town Treasurer.
 14. Obtain approval from Town Board Public Works Committee for purchases over \$500.00.
 15. Supervise and evaluate programs, plans, services, staff, equipment and duties regarding the public works department.
 16. Evaluate public works needs and formulate short- and long-range plans to meet needs in areas of responsibility,
 17. Maintain up to date Public Works records.
 18. Evaluate engineering plans and bidding specifications. Interact with contractors and vendors and be involved with the selection process of public contracts.
 19. Oversee road construction projects to ensure specifications have been met according to contract.
 20. Approve all road work payments prior to being paid.
 21. Respond to public or other inquires relative to department policies and procedures. Evaluate issues and options regarding the public works department and make recommendations.
 22. Monitor inter-governmental actions affecting public works.
 23. Assist in the training of public works personnel in public works systems and techniques.
 24. Gain additional training in areas as needed.
 25. Perform all other duties as requested to fulfill the objectives of the Town.
 26. Attend monthly Town Board meetings to provide the monthly public works report.

The above statements are essential functions of this position and are intended to describe the general nature and level of the work performed by employee assigned to this classification. They are not intended to be construed as an exhaustive list of all responsibilities of personnel so classified.

Knowledge & Skills

- Education: High school diploma or GED equivalent.
- Experience: Minimum 3 years related experience operating heavy equipment.
- Driver's License: Possesses and maintains a valid CDL.
- Abilities and Skills: Must be proficient operating heavy equipment in a safe manner. Equipment used by the Town includes road grader, backhoe/loader, mowing tractor, and dump/plow truck. In addition to heavy equipment, proper operation of chainsaw and other small tools is required. Must have the ability to communicate both written and orally with residents and the Town Board. Must be self-motivated to complete assigned and routine tasks independently and on time. The ability to assess situations is necessary. The position requires performing many physical tasks of varying degrees of difficulty.

Safety Skills:

1. Shop Safety – Ask for assistance when performing hazardous and/or difficult tasks.
2. Work Zone Safety – Signage, visibility, protection from inattentive drivers.
3. Must be able to learn advanced warning signage requirements for work zone safety according to Manual on Uniform Traffic Control Devices (MUTCD).
4. Direct traffic past work zones or incorporate a flag person/s to alleviate traffic congestion and provide a courteous and safe flow of traffic past the work area.
5. Be aware of the fact that with equipment running, you cannot hear traffic coming, therefore you must look both directions for oncoming vehicles when in a work zone or before exiting a work zone or before leaving the protected area of a vehicle or piece of equipment.
6. Mine Safety & Health Administration (MSHA) training is required.

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Computer Skills:

Must have proficiency in the operation and use of computers including Word, Excel, Internet and e-mail.

TOWN OF OSCEOLA

Polk County, Wisconsin

Position Description

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Position Title: Public Works Employee-Part time

Dates Revised: February 17, 2008; November 1, 2021
Dates Approved: December 30, 2008; November 1, 2021

Objective: To assist Public Works Supervisor in performing daily functions to maintain the Town facilities, roadways, and equipment.

Reports to: Town Chair or Town Board Public Works Committee

Supervises: None

Job Classification: Non-exempt, hourly

Working Hours: Position is on call at the request of the Town Board or the Public Works Supervisor. Response to non-typical situations or emergencies may be required at any hour of the day (24/7).

Position Duties:

1. Communicate with Public Works Supervisor, Town Board, Town staff, and Town residents in a friendly and courteous manner.
2. Assist with maintenance and service Town equipment when requested.
3. Respond to any calls for assistance from the Public Works Supervisor, Polk County Sheriff's or Highway Departments.
4. Perform general maintenance and improvements to Town roads. The following is a partial list of maintenance duties.
 - a. Snow plowing and salt/sand application
 - b. Grading of gravel roads and maintenance of shoulders
 - c. Patching and minor road rebuilding
 - d. Roadside brush and grass mowing
 - e. Tree trimming and removal to maintain clear zones and proper sight distances
 - f. Controlling soil erosion on Town roads and property to maintain proper drainage.
 - g. Pick-up large items discarded into the right-of-way.
5. Install and maintain signage throughout the Town. Types of signs include regulatory, advisory, street, stop and informational.
6. Performs all other duties as requested to fulfill the objectives of the Town.

The above statements are essential functions of this position and are intended to describe the general nature and level of the work performed by employee assigned to this classification. They are not intended to be construed as an exhaustive list of all responsibilities of personnel so classified.

Knowledge & Skills

Education: High school diploma or GED equivalent.

Experience: Minimum 3 years related experience operating heavy equipment.

Driver's License: Possesses and maintains a valid CDL.

Abilities and Skills: Must be proficient operating heavy equipment in a safe manner. Equipment used by the Town includes road grader, backhoe/loader, mowing tractor, and dump/plow truck. In addition to heavy equipment, proper operation of chainsaw and other small tools is required. Must have the ability to communicate both written and orally with residents and the Town Board. Must be self-motivated to complete assigned and routine tasks independently and on time. The ability to assess situations is necessary. The position requires performing many physical tasks of varying degrees of difficulty.

- Safety Skills:
1. Shop Safety – Ask for assistance when performing hazardous and/or difficult tasks.
 2. Work Zone Safety – Signage, visibility, protection from inattentive drivers.
 3. Must be able to learn advanced warning signage requirements for work zone safety according to Manual on Uniform Traffic Control Devices (MUTCD).
 4. Direct traffic past work zones or incorporate a flag person/s to alleviate traffic congestion and provide a courteous and safe flow of traffic past the work area.
 5. Be aware of the fact that with equipment running, you cannot hear traffic coming, therefore you must look both directions for oncoming vehicles when in a work zone or before exiting a work zone or before leaving the protected area of a vehicle or piece of equipment.
 6. Mine Safety & Health Administration (MSHA) training is required.

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516 East Avenue North
P. O. Box 216
Dresser, WI 54009-0216
Office: 715-755-3060

**TOWN OF
OSCEOLA**
Polk County, Wisconsin

November 2, 2021

37

Logan Hacker
Polk County Zoning Compliance Technician
Polk County Division of Environmental Services
Department of Land Information
100 Polk County Plaza, Suite 130
Balsam Lake, WI 54810

**Re: *Assistance With Public Nuisances Diminishing Property Values or Attractiveness
Noncompliance***

Dear Logan,

The Town of Osceola Board of Supervisors needs your help to please follow up with three properties within the Town of Osceola that have not thus far complied with our request to comply with Public Nuisance Ordinance, Section 10.06 (copy provided herein). Attached is a copy of our Town Board of Supervisors' meeting minutes from its October 4, 2021 meeting in which it was approved that we seek your assistance in getting these properties in compliance with our Ordinance.

You have provided similar assistance earlier this year with sending correspondence to applicable property owners.

Thank you for your assistance to us around getting these nuisance properties into compliance. If you have any questions and/or need further assistance from us, please contact our Town office at 715-755-3060, ext. 1.

Sincerely

Dale Lindh, Chairman
Town of Osceola

516 East Avenue North
P. O. Box 216
Dresser, WI 54009-0216
Office: 715-755-3060
clerk@townofosceola.com

TOWN OF OSCEOLA

Polk County, Wisconsin

38

OVERWEIGHT / OVERSIZE PERMIT

#

Application Date: ___/___/___ Desired Effective Date: ___/___/___

Permit Type: One-Way Round-Trip

Purpose: Overweight Oversize Overweight and Oversize

Name: _____ Owner Driver

Company Name: _____

Address: _____

City: _____ State: ___ Zip: _____ Phone: ___-___-_____

Power Unit Make: _____ Model: _____ Color: _____

Registration/License Plate #: _____ State: ___ Number of Axles: _____

Description of Load / Object(s): _____

Width: _____ Length: _____ Height: _____ Total Gross Weight: _____

Weight of Axles:

(1) _____ (2) _____ (3) _____ (4) _____ (5) _____ (6) _____ (7) _____ (8) _____

Proposed Route: _____

_____ Final Destination: _____

Multiple Trips: ___ Yes ___ No Estimated Number of Trips _____

Permit Expiration Date: ___/___/___

Town Chair Printed Name

Driver/Owner Printed Name

Town Chair Signature

Driver/Owner Signature

Date

Date

TOWN OF OSCEOLA
POLK COUNTY WISCONSIN

ORDINANCE # 21-11-01

CHAPTER 8 PUBLIC WORKS
TOWN OF OSCEOLA CODE OF ORDINANCES

Adopted 03/08/99, Amended 05/12/03, 06/11/07, 07/14/08, 08/08/11, 11/7/17, 5/1/18, 10/4/21,
11/1/21

Chapter 8 Public Works of the Town of Osceola Code of Ordinances is hereby amended by the addition of underlined text and deletion of ~~striketrough~~ text.

The Town Board of Supervisors of the Town of Osceola do ordain as follows:

8.01 DEFINITIONS

Approach. That portion of road extending one hundred (100) feet on each side of a culvert, bridge, driveway or other connecting road.

Arterial Street. A street which provides for the movement of relatively heavy traffic to, from or within the Town. It has a secondary function of providing access to abutting land.

Base Course. The supporting part of a road or bottom.

Bypass Lane. A widening of the road into an additional traffic lane near an intersecting road to allow traffic to pass on the right.

Culvert. A galvanized steel or concrete channel, of sufficient size, to allow the unobstructed flow of water under a road or driveway surface.

Collector Street. A Street which collects and distributes internal traffic within an urban area such as a residential neighborhood, between arterial and local streets. It provides access to abutting property.

Developer. Any person, partnership, corporation, or other entity creating a subdivision. For the purposes of this ordinance, any references to Subdividers include Developers.

Development Agreement. A written agreement between the Town of Osceola and the Developer outlining specific requirements and obligations of the subdivision development. See Chapter 17 of the Town of Osceola Code of Ordinances for details.

Drainage. To make gradually dry by trenches, channels, etc.

Driveway. An access used for purposes of ingress and egress serving not more than two (2) lots.

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- 1) As located on a subdivision plat.
- 2) Other individual driveways.

Grade. The rate of ascent or descent of a road.

Highway. A road or way over which the public generally has a right to pass.

Minor Street. A street used, or intended to be used, primarily for access to abutting properties; also referred to as a “local street”.

Plan Commission. The Town of Osceola Plan Commission.

Private Road. A road built to Town Standards designated on the plan as a “Private Road”.

Road. A public or private way for vehicular traffic which includes the following:

- (1) Compliance with Town of Osceola Ordinances.
- (2) Compliance with the Municipal Code of the Village of Dresser when located within a Village Growth Area as defined in the Village of Dresser/Town of Osceola Cooperative Boundary Plan. (Ord. #18-02-02)
- (3) Cul-de-sac or hammerhead roads have a turn-around at one end.
- (4) Dead-end roads are closed at one end.

Roadbed. The whole of the material laid in place and ready for travel.

Roadway. The traveled portion of a road.

Subdivider. Any person, partnership, corporation, or other entity creating a subdivision.

Subdivision. A subdivision is a division of a lot or parcel or tract of land by the owner thereof or his agent for the purpose of transfer of ownership or building development.

Surface Course. The top of a roadway or traffic course.

Town. The Town of Osceola, Polk County, Wisconsin. (Ord. #18-02-02)

Town Board. The Town Board of the Town of Osceola. (Ord. #18-02-02)

Turning Lane. An additional lane to assist in the deceleration of traffic prior to turning onto an intersecting road.

Village Growth Area – The areas legally described and mapped in the Village of Dresser/Town of Osceola Cooperative Boundary Plan (adopted 12/11/17) as territory reserved for Village growth. (Ord. #18-02-02)

8.02 APPLICABILITY WITHIN THE VILLAGE GROWTH AREAS

Any applications, requests, permits, or similar approvals, as described in sections 8.03 through 8.05 of this chapter, for land located within the Village Growth Areas shall be subject to approval by both the Town and the Village of Dresser. In such cases, both the Town and the Village of Dresser standards shall be required with respect to design and construction of public streets, sidewalks, improvements generally placed in right-of-ways (trees, signs, etc.), and the placement of public utilities (including, but not limited to water, electric, gas, telephone, and cable television, but not including sanitary sewers) in the street right-of-way. (Ord. # 18-02-02)

8.03 ACCEPTANCE OF ROADS

(1) PURPOSE

(A) To promote the public safety, general welfare and convenience, it is necessary that certain requirements be established and followed in the creation of roads in the Town so the public will not be adversely affected by the action of the Town Board in accepting such roads.

(B) It is not intended by this section to repeal, abrogate, annul or interfere with any existing highway rules or regulations issued pursuant to laws in regard to public highways.

(2) APPLICATION

The applicant may request either a Concept Plan review or a Preliminary Plan review. If a Concept Plan review is selected, then the review of the concept is to ensure the applicant understands the issues involved and can obtain Plan Commission comments prior to formally designing a plan. The applicant may choose to bypass Concept review and instead prepare a Preliminary Plan.

A. Concept Review

In order to ensure that all applicants are informed of the procedural requirements, the minimum standards of this chapter, and the requirements or limitations imposed by other Town regulations prior to the development of a preliminary plat, the subdivider shall meet with the Plan Commission to discuss a concept plan. The applicant shall provide the information identified in 18.11(3), Table 1 and follow the schedule outlined in 18.11 (4). No action of recommendation by the Plan Commission shall occur.

B. Preliminary Review

The preliminary plan shall incorporate Plan Commission comments from the concept review. Unless waived at the Concept Review, the plan shall include the entire area owned or controlled by the subdivider even though only a portion thereof is proposed for development at the time. The plan shall be prepared in accordance with this Ordinance, Chapter 236, Wisconsin Statutes and Subdivision and Platting, Chapter 18, of the Town of Osceola Code of Ordinances.

C. Information Required

Table 1: Information To Be Shown on Plans		
Description	Concept	Preliminary

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Air Photos of area	X	With lot lines shown
Subdivider contact information	X	X
Land Owner of record	X	X
Property lines (size and location)	Sketched	Surveyed
Existing and proposed road locations	X	X
Adjacent landowners and structures	X	X
Driveway locations		If required
Shared driveways		X
Entire area plan		X
Topographic contours		If required
Engineered road plans		X

(A) Scheduling Plan Commission Review

The Subdivider shall file ten copies of the plan with the Clerk/Treasurer at least ten (10) working days prior to the meeting of the Town Plan Commission at which action is desired. The Plan Commission shall not be obligated to review, until a future meeting, any changes made to the plan by the subdivider after submission and before the meeting.

(B) The Clerk/Treasurer shall forward copies of the plan, on the Tuesday preceding the scheduled meeting, to the Town Plan Commission members. The plan will also be forwarded on to a professional engineer, a planner or another person charged with the responsibility to review plats, who shall assist in identifying any design problems with the plan, shall visit the site of the plan, examine the plan for conformity with all ordinances, administrative rules and regulations and for compliance with the Town Comprehensive Plan. The above mentioned will report their findings to the Plan Commission.

(C)The Town Plan Commission shall recommend approval, conditional approval or rejection of the proposed plan to the Town Board after a professional engineer, a planner or another person charged with the responsibility to review plats approves the proposed plan. If approval or conditional approval is recommended, the plan shall be referred to the Town Board for consideration. The Town Board, upon receiving a timely request from the applicant, shall then approve, conditionally approve, or reject the plan. If the plan is rejected, the conditions of rejection shall be endorsed thereon or attached thereto. If the plan is resubmitted by the applicant and unless time is extended by written agreement between the applicant and the Town Board, failure of the Town Board to complete the action therein required within ninety (90) days constitutes an approval of the plan.

(D)Unless a waiver is granted by the Town board as authorized by Chapter 17 of this Code of Ordinances, anyone proposing to create a subdivision or land development activity in the Town of Osceola shall enter into a Development Agreement with the Town.

(E) Approval or conditional approval of a plan entitles the final plan to approval provided that the final plan conforms substantially to the original plan recommended by the Plan Commission, including any conditions of that recommendation as outlined in the Development Agreement, and conforms to any applicable Town plans and applicable ordinances. If the final plan is not

submitted within thirty-six (36) months of the last approval of the plan, any approving authority may refuse to approve the final plan regardless of prior action taken on the plan or may extend the time for submission of the final plan.

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(3) **CONSTRUCTION.**

(A) No land grading or site preparation, alteration of drainageways, waterways or water features, or commencing the construction of any roads, ditches, ponds, swales, drainageways or the like, shall occur prior to Town Board approval of the preliminary plat or preliminary certified survey map and a signed Developers Agreement if required by the Town Board.

(B) Before preliminary plan approval can be given, an engineered road plan for the subdivision must be submitted to the Town Board.

(C) No building permit shall be issued for any lot until all the requirements of this Chapter have been satisfied.

(4) **PROCEDURES FOR TOWN BOARD REVIEW AND APPROVAL OF FINAL SUBDIVISION PLANS.**

(A) The applicant shall prepare and submit ten (10) copies of the final plan to the Clerk/Treasurer within thirty-six months of the Plan Commission's or the Town Board's last action and at least ten (10) working days prior to the meeting of the Town Board at which action is desired.

(B) The Clerk/Treasurer shall forward copies of the final plan to the Town Board. The Town Board shall examine it for conformity with the Plan Commission's recommendation and any conditions, with the requirements of this ordinance, and with the requirements of any other ordinances, statutes, administrative rules and regulations, or local plans which may be applicable to it.

(C) A professional engineer, planner or another person charged with the responsibility to review plats shall provide the Town board with his or her conclusions as to whether the final plan conforms substantially to the preliminary plan approved by the Plan Commission. Any conditions of that approval, and any applicable Town plans and applicable ordinances are considered before recommending approval of the final plan. If the final plan is not submitted within thirty-six (36) months of the last action, the Town Board may reject the final plan regardless of any prior action or may extend the time for submission of the final plan.

(D) The Town Board shall approve, conditionally approve, or shall reject the plan. If rejected, the Town Board shall indicate the reasons for any rejection of the plan. One copy of the plan shall then be returned to the applicant, the surveyor, or engineer with the date and action endorsed thereon. The conditions or requirements of rejection, or conditional approval, shall be endorsed thereon or attached thereto.

(E) The final plan may, if permitted by the Town Board, include only that portion of the approved plan which the applicant proposes to record at this time.

(F) Before work begins on the project, a bond or letter of credit, in favor of the Town, amounting to \$80.00 per lineal foot for proposed Town Roads or Private Roads must be presented to the Town Board. The developer may construct the project in such phases as is approved and may not be unreasonably withheld. If the subdivider's project will be constructed in phases, the amount of any surety bond or other security required shall be limited to the phase of the project that is currently being constructed. The subdivider is not to be required to provide any security for improvements sooner than is reasonably necessary before the commencement of the installation of the improvements. Such bond or letter-of-credit shall remain in force until the road has passed the final inspection. The amount of the Bond or Letter of Credit may be reduced, by vote of the Town Board, as portions of the road construction are completed.

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(G) The applicant shall file a certified copy of the final plan with the Clerk/Treasurer within ten days after it has been recorded.

(H) Building Permits and/or Driveway Permits shall be denied for any lots adjoining a newly constructed Town Road or Private Road that is not in compliance with the Town Road Standards and Requirements.

(5) APPEALS

(A) If the Town Plan Commission was acting at the request of the Town Board, the following recommendation of the Plan Commission may be appealed to the Town Board:

1. Requirement of a plan in connection with the road;
2. Determination that the site land is unsuitable for a road;

(B) A written Notice of Appeal must be filed with the Clerk/Treasurer within 14 calendar days of the date when notice of the action of the Plan Commission appealed from is presented to the applicant.

(C) The Notice of Appeal shall state the action of the Plan Commission appealed from, shall specify the reasons stated by the Plan Commission for taking such actions, shall specify the reasons why the applicant believes said action was inappropriate, and shall state the names and addresses of the owners of all properties adjacent to the proposed land division or subdivision.

(D) The Clerk/Treasurer shall file the Notice of Appeal with the Town Board and shall schedule the appeal for consideration by the Town Board at a meeting, open to the public, within forty-five (45) days of the filing of the Notice of Appeal. The Clerk/Treasurer shall send notice of the time scheduled for the consideration of the appeal to the applicant and to all property owners adjacent to the proposed land division or subdivision at least ten (10) days prior to the hearing of appeal.

(E) Within thirty (30) days of the appeal hearing, the Town Board shall affirm, modify, or reverse the action of the Plan Commission or shall refer the matter

back to the Plan Commission for further consideration. Notice of the decision of the Town Board shall be sent to the applicant and the Plan Commission.

(F) The provisions of Chapter 68 of the Wisconsin Statutes shall not be applicable to any determination made pursuant to the provisions of this ordinance.

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(G) Any person aggrieved by an objection to a plan or a failure to approve a plan may, after review by the Town Board, appeal there from, as provided in Sections §236.13(5) and 62.23(7)(e)10 to 15 of the Wisconsin Statutes.

(6) STANDARDS.

The following standards are set by the Town Board and established by licensed professional engineers for the construction of the proposed roads in compliance with good practice, general construction and safety. Current Town Road Standards will apply to all roads whether they are to be Town Roads or Private Roads.

(A) Width. The minimum width for any road right-of-way shall not be less than sixty-six (66) feet wide and shall include a class 5 gravel roadway of not less than thirty (30) feet in width of which twenty-two (22) feet shall be paved with not less than three (3) inches of compacted blacktop of quality as approved by the State for a Town road, and with four (4) foot, compacted gravel shoulders on each side.

(B) Grade. Grades of roads shall be approved by the Town Board before construction.

(C) Ditching. Ditching of the roadway shall be complete and have proper elevation to provide for the removal of water. Where it becomes necessary to make a lateral trench leading from the main ditch, the additional land necessary for the removal of accumulated water shall be provided and deeded over to the Town along with the necessary land for the road. The additional land conveyed to the Town for drainage shall be under the supervision of the Town Board at all times.

(D) Base Course. The base course shall be of a quality and composition suitable for the location. In low or swampy areas the base course shall have a sandy composition to provide necessary drainage of the roadbed. Any muck holes encountered before and during construction of the roadbed shall be removed and filled with a sandy lift to provide a solid base of at least a twelve (12) inch sand lift.

(E) Surface Course. The surface course shall consist of Wisconsin class 2 gravel of a quality and composition suitable for traffic loads. The amount of gravel necessary for acceptance shall be at least 3,820 cubic yards per mile, which compressed will be approximately six (6) inches, then surfaced with asphalt.

(F) Top Course. The top course shall consist of three (3) inches of asphalt which can not be applied until compaction of the surface course has been tested or has rested for a twelve (12) month period.

(G) Culverts.

(1) Any culverts necessary for proper drainage shall be provided and installed at the applicant's or developer's expense and shall not be installed until

elevation and location is approved by the Town Board. The minimum length of any culvert installed in the roadbed shall be thirty-six (36) feet. However, the diameter and length of such culvert will be subject to the approval of the Town Board after the amount of flowage is determined. Any secondary culverts installed in any lateral trenches will be of a size and length as determined by the Town Board.

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- (2) If at any time it is decided by the Town Board, that the construction of a culvert or bridge would be of such a size and cost that it would create a hardship to the owner of the land required to build such culvert or bridge, the Town Board shall proceed to accept the road, complete as required by the above rules and regulations, except the approach as defined in section 8.01(1). The approach will be accepted incomplete with the reservation that the Town will bill back to the owner a portion of the cost of construction of bridge or culvert. The Town will then proceed to build such culvert or bridge and approach with the help of bridge aid, if available. The balance of cost and construction not covered by aid will be charged to the owner(s) of the land abutting the road, which cost shall be added to the tax roll if not paid within ninety (90) days with interest of one and one half (1-1/2) percent per month.
- (3) It is not the intent of this section to discriminate or favor any individual but rather to aid in construction so as to reduce the cost of construction in areas where nature has created extreme road building conditions.

(7) INSPECTION

All Town Roads and Private Roads must be inspected and certified by the Town Board, or the Town Board's designate, which may include the hiring of an engineer, before and during the construction of the road.

A road construction inspection fee of three hundred (\$300) dollars must be paid to the Town at the time of preliminary plat approval. Any additional inspections required will be charged to the developer at one hundred (\$100) dollars per inspection.

The required meeting and inspections are as follows;

- (A) Preconstruction meeting
- (B) An initial inspection of the site of the proposed road consisting of, but not limited to;
- Centerline staking
 - Right-of-Way width
 - Layout conformity with the plan
 - Verification of posting of securities
- (C) An inspection of the road rough-in prior to the application of gravel consisting of, but not limited to;
- Base course
 - Laying of culverts
 - Ditches

- Erosion measures
- Ponding and Drainage easements
- Curves
- Road continuation
- Intersections
- Visibility and Safety
- Dead-Ends, Hammerheads, and Cul-de-sacs

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(C) An inspection of the compacted gravel surface prior to the application of blacktop consisting of, but not limited to;

- Gravel thickness
- Gravel quality
- Gravel width
- Ditches seeded and mulched

(D) A final inspection upon completion of the road for acceptance or rejection of the road as the case may be. If the road is rejected, corrections shall be made as recommended by the Town Board before final inspection can be made again. The final inspection shall consist of, but may not be limited to;

- Application of blacktop
- Width of blacktop
- Shouldering

(E) The Town Board will endeavor to cause requested road inspections to be performed within two (2) business-week days following the business-week day of request.

(8) TOWN BOARD ACCEPTANCE.

Once a proposed Town Road has passed final inspection, the Town Board may consider acceptance of the road through the following procedure.

(A) A written request must be submitted to the Town requesting the Town Board accept, by resolution, the road.

(B) Upon receipt of the written request a Title Search and request for Lien Wavers will be initiated by the Town at the cost of the requestor.

(C) Upon receipt of clear Title Search and Lien Wavers, the Town Clerk/Treasurer will draft a resolution of acceptance of the road and present the resolution to the Town Board at the next regular monthly meeting.

(D) If the Resolution for acceptance of the road is approved by a majority of the Town Board at a duly called and noticed meeting, the road will be recorded as an accepted Town Road.

(E) Written requests to change Private Roads to Town Roads will require a Road Inspection and possible engineering study.

8.04 ROAD STANDARDS

(1) GRADES.

(A) Unless necessitated by exceptional topography, subject to the approval of the Town Board, the maximum centerline grade of any street or public way shall not exceed the following:

(1) Arterial Streets. Six percent (6%)

(2) Collector Streets. Eight percent (8%)

(3) Minor Streets, Alleys and Frontage Streets. Ten percent (10%)

(4) Pedestrian Ways. Twelve percent (12%), unless steps of acceptable design are provided.

(B) The grade of any street shall not exceed twelve percent (12%) or be less than one-half of one percent (0.5%). Street grades shall be established wherever practicable so as to avoid excessive grading, removal of ground cover and tree growth and general leveling of the topography.

(2) CURVES. When a continuous street centerline deflects at any one point by more than ten percent (10%), a circular curve shall be introduced having a radius of curvature on such centerline of not less than the following:

(A) Arterial Streets and Highways. Five hundred feet (500').

(B) Collector Streets. Three hundred feet (300').

(C) Minor Streets. One hundred feet (100').

(3) CONTINUATION. Streets shall be laid out to provide for continuation wherever topographic and other physical conditions permit.

(4) NUMBER OF INTERSECTIONS. The number of intersections of minor streets with major streets shall be reduced to the practical minimum consistent with circulation needs and safety requirements.

(5) FRONTAGE ROAD REQUIRED. Where a subdivision abuts or contains an existing or proposed arterial highway, the Town Board may require a frontage road, with a 66-foot right-of-way, contiguous to such highway or such other treatment as may be necessary to ensure safe, efficient traffic flow and adequate protection of residential properties.

(6) REVERSE CURVES. A tangent at least one hundred feet (100') long shall be required between reverse curves on arterial and collector streets.

(7) VISIBILITY AND SAFETY. Streets shall afford maximum visibility and safety and shall intersect at right angles.

(8) DEDICATION. Dedication of half-width streets shall be prohibited.

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(9) DEAD-END ROADS, HAMMERHEADS AND CUL-DE-SACS. Dead-end streets, hammerheads or cul-de-sacs, and shall have a minimum right-of-way width of 66 feet. Cul-de-sacs shall terminate with a turnaround having an outside roadway diameter of at least eighty feet (80') and a street property line of one hundred feet (100')

(10) LOT LINES TO BE PERPENDICULAR. Wherever possible, lot lines shall be perpendicular to the street line and to the tangent at the lot corner or curved streets.

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(11) LOTS. Lots shall follow, rather than cross, municipal boundary lines whenever practicable.

(12) TURNING/BYPASS LANES. Turning lanes or bypass lanes may be required depending upon traffic conditions.

8.05 DRIVEWAYS

(1) EXEMPTIONS. Driveways which enter onto a State or County road or private road are exempt from this ordinance.

(2) MINIMUM REQUIREMENTS. All new driveways proposed to be installed, or any driveway alleged to be existing and serving open land without improvements and proposed to be converted to a driveway to serve one or more structures which enters an existing or proposed Town road, shall be subject to an inspection fee as established by the Town Board, to be paid to the Town of Osceola, prior to the start of any construction of a new driveway, and prior to Polk County issuing a Sewer Permit or a Land Use Permit. An approved driveway permit shall be issued by the Town of Osceola before any such permit can be issued. (A) The applicant who may be the owner, agent, or contractor shall submit a location construction plan showing specifications including grade, slope, width, and length of the driveway and erosion control procedures.

(A) Authorization for a driveway is subject to the approval of an official from the Town Board or Public Works, and when so approved, the official shall notify the Polk County Zoning office.

(B) Evidence of an existing driveway shall be either the clear indication of a driveway being in place on the 1997 aerial photo or a statement from the Town Board that an approved driveway is in place. If there is a dispute on the adequacy of an alleged existing driveway the decision of the Town Board will be the deciding factor.

(3) NUMBER. A maximum of one (1) driveway per residential lot shall be allowed unless the lot is served by two roads in which case a second driveway may be allowed on the adjoining road at the discretion of the Town Board.

(4) SEPARATION OF DRIVEWAYS. All new driveways, on through roads, must be at least 150 feet, center to center, from any other existing or planned driveway or intersection; wherever topographic and other physical conditions permit.

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(5) **SPECIFICATIONS.** All driveways shall be constructed in accordance with these specifications, and any other requirements as may be set forth by the Town Plan Commission and/or the Town Board. The maintenance of the driveway and culvert shall be the responsibility of the applicant and/or property owner.

(A) The application for a culvert must be completed with the Town of Osceola Public Works or a Town Board member. If a culvert is needed;

- The culvert must have a diameter sufficient to accommodate the ditch and water run off.
- The culvert must be a minimum of 24 feet in length.
- The culvert must be constructed of galvanized steel or concrete.
- The road surface over the culvert must have a minimum width of 22 feet.
- The top of the culvert must be at least 4 inches below the top of the driveway surface.

(B) The driveway road surface must be a minimum of 12 feet in width.

(C) The driveway clearance width must be a minimum of 24 feet.

(D) The driveway height of clearance free of trees and wires must be a minimum of 18 feet.

(E) The driveway must meet the public road at a 90-degree angle.

(F) Wherever practicable, the driveway must slope away from the public road at an angle of not less than 1 percent or more than 6 percent to prevent erosion onto the public road.

(G) On hillsides, the driveway must be graded, with a crown, at least 22 feet back from the public road.

(H) The driveway bed must be of suitable material to support the projected traffic.

(I) Driveway entrances must be kept clear of brush, shrubbery, or large boulders back at least 22 feet from the public road.

(J) Driveway easement to have a minimum width of twenty (20) feet.

(6) **APPLICATION AND APPROVAL.** Every effort will be made by the Town of Osceola to assist with the application, inspection and approval of driveways within forty-eight (48) hours. The Polk County Zoning office WILL NOT issue any permits until an authorized representative of The Town of Osceola has signed the approval section of the Driveway.

If an official from the Town Board or Public Works is not able to determine if a driveway request meets town specifications, the Town Board shall be the final approving authority for driveway applications. Deviation from the specifications required by this ordinance may be approved by the Town Board in extenuating circumstances. (Ord. 17-09-03)

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8.06 WEIGHT RESTRICTIONS

The Town of Osceola may impose special weight limitations on any and all roads within the Town because of weakness of the roadbed due to weather, road deterioration, or any other special conditions.

(1) Temporary Weight Restrictions Notice of the weight limitations/restrictions will be posted by erecting signs along the specific roadway(s). The following list of vehicles providing critical services, are exempt from the restrictions:

- Septic
- Propane
- Utility (gas, electric, telephone, cable)
- Dairy/milk
- Local waste disposal
- Emergency services

(2) Special Weight Restrictions. Based on the need to ensure the stability and longevity of the Town's roadways, a special permit is required to operate any overweight or oversize vehicle (as defined in §348.15) on a Town of Osceola roadway. The requesting party shall comply with the requirements for WI DOT Form MV2605 and obtain an Overweight / Oversize Permit Application from the Town of Osceola prior to operating an overweight or oversized vehicle.

(A) The following town highway in the Town of Osceola is designated a class "B" highway subject to the weight limits set forth in § 348.16, unless increased by Town ordinance: Oak Drive from County Road MM to 2301 Oak Drive. (Ord. #21-10-04)

(B) The Town Chairperson, or his or her designee, shall place appropriate traffic signs on the above-described highways on or before the effective date of this ordinance, with respect to s. § 84.02 (4) (e). (Ord. #21-10-04)

(3) Violations of the Restrictions. Violations of the weight limitations will result in suspended operation of the vehicle on the roadway and shall be subject to a penalty as detailed in §348.21 and the Town of Osceola Fee Schedule. Any damage to the roadway as a result of these violations shall be the responsibility of the party causing the damage as outlined in §S86.02.

8.07 PENALTY

Any person, partnership, or corporation or other entity found in violation of any provision of this chapter or any order, rule or regulation made hereunder shall be subject to a penalty as detailed in the Town of Osceola Schedule of Violation Fees and Penalties.

8.08 SEVERABILITY

Should any section, clause or provision of this ordinance be declared by the courts to be invalid, the same shall not affect the validity of the ordinance as a whole or any part thereof other than the part declared to be invalid.

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To the extent that this Ordinance contains time limits, deadlines, notice requirements, or other provisions that are more restrictive than time limits deadlines, notice requirements, or other provisions that provide protections for a subdivider contained in Chapter 236 of the Wisconsin State Statutes, the time limits, deadlines, notice requirements, or other provisions that provide protections for a subdivider contained in Chapter 236 shall apply.

8.09 Effective Date

This Ordinance shall be effective upon adoption and publication or posting as provided by law.

Passed this 1st Day of November, 2021

By the Town Board of the Town of Osceola

Dale Lindh, Chair

Jon Cronick, Supervisor

Jo Everson, Supervisor

Neil Gustafson, Supervisor

ATTEST: _____
Denise Skjerven

____ Voice Vote
____ Roll Call Vote
____ Yeas; ____ Nays; ____ Absent/Abstain

Adopted 03/08/99, Amended 05/12/03, 06/11/07, 07/14/08, 08/08/11, 11/07/17, 5/1/18, 10/4/21, and 11/1/21

516 East Avenue North
P. O. Box 216
Dresser, WI 54009-0216
Office: 715-755-3060

TOWN OF OSCEOLA

Polk County, Wisconsin

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RESOLUTION 21-11-01
ESTABLISH SAVINGS ACCOUNT FOR PUBLIC WORKS CAPITAL EQUIPMENT

WHEREAS the 2021 budget approved by the Town of Osceola Town Board of Supervisors in November of 2020 included a budget item entitled Capital Highway Equipment; and

WHEREAS that line-item budget was \$50,000 and will be used for future purchases of Public Works equipment; and

WHEREAS it would be beneficial for tracking purposes to place these monies in a special savings account so that it is immediately available when needed for such equipment purchases, therefore collecting interest until then; and

WHEREAS it is the recommendation of the Town Treasurer to open such an account at either MidWest One or Royal Credit Union.

SO THEREFORE BE IT RESOLVED that the Osceola Town Board does authorize the transfer of \$50,000 to a special savings account at either MidWest One or at Royal Credit Union , the account to be entitled Public Works Capital Purchases.

Adopted this 1st Day of November 2021

Dale Lindh, Chair

Jon Cronick, Supervisor

Jo Everson, Supervisor

Neil Gustafson, Supervisor

ATTEST:

Denise Skjerven, Clerk

___ Voice Vote
Roll Call Vote
___ Yeas; ___ Nays; ___ Absent/Abstain

**RESOLUTION 21-11-05 TO ADOPT THE SCHEDULE OF DOG FEES
FOR THE TOWN OF OSCEOLA**

WHEREAS, the Town Board wishes to act to update a schedule of dog fees of the Town's ordinances and Code of Ordinances;

SO THEREFORE BE IT RESOLVED that the Town Board of the Town of Osceola, Polk County, Wisconsin, does hereby adopt the following Schedule of Fees and Penalties (also known as Ordinance List/Fee Schedule).

ORDINANCE #	Permit Application or Procedure	Fee
Chapter 9 – Animals	<u>Dog Licenses</u>	
	Spayed or Neutered	\$10.00
	Unspayed or Not Neutered	\$18.00
	Multiple dog licenses:	
	Kennel license (5-12 dogs)	\$42.00
	Additional dog tags and/or over 12 dogs	\$6.00
	Late fee (after March 31)	\$5.00

BE IT FURTHER RESOLVED that this schedule shall become effective upon passage and posting of this resolution.

Adopted this 1st day of November, 2021.

Dale Lindh, Chair

Jon Cronick, Supervisor

Jo Everson, Supervisor

Neil Gustafson, Supervisor

ATTEST:

Denise Skjerven, Clerk

Clerk

From: Dale Lindh <townofosceoladalelindh@gmail.com>
Sent: Tuesday, October 26, 2021 10:02 PM
To: Clerk
Cc: Neil Gustafson; Jo Everson; Jon Cronick
Subject: Fwd: Osceola Ambulance Articles
Attachments: Osceola Area Ambulance Articles.pdf

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Denise-

Can you add this flyer to the next board meeting and I will comment on it during the Chairmen's report.

Thanks-

Dale Lindh

Town of Osceola Chairman

----- Forwarded message -----

From: Timm Johnson <johnsont@frontiernet.net>
Date: Fri, Oct 22, 2021 at 11:17 AM
Subject: Fwd: Osceola Ambulance Articles
To: Debbie Swanson <townoffarmington@hotmail.com>, Daniel Burch <dburchtownofosceola@gmail.com>, Bryan Raddatz <fat.fatboy@hotmail.com>, Margaret Bader <upnorthbaderm@gmail.com>, Darin Frandsen <dfrandsen@centurytel.net>, Robyn Foster <rfoster@serfware.com>, Jim Connors Connors <farmfamily@centurytel.net>, Holly Walsh <hollywalsh@myosceola.com>, Jared Cutts <jaredcutts@gmail.com>, <townofosceoladalelindh@gmail.com>
Cc: <johnsont@frontiernet.net>

Attached is a pdf of all three articles. Please read through them and let me know of any changes/corrections. Please respond as soon as possible.

Thanks,
Helen

Sent from my iPad

Begin forwarded message:

From: Courtney Sprecher <courtneysprecher@gmail.com>
Date: October 22, 2021 at 11:01:51 AM CDT
To: Timm Johnson <johnsont@frontiernet.net>
Subject: Osceola Ambulance Articles

Who is the Osceola Ambulance Service?

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“There is no higher honor than to be given the responsibility to care for another human being.” Richard K Schachern

Osceola’s Emergency Medical Technicians live by this philosophy, every day, as they provide the highest possible care to each and every person who calls for the help of an ambulance.

Just over 46 years ago, a group of hard-working and dedicated individuals had a dream. They envisioned an ambulance service that would provide emergency care for members of our communities; their neighbors, friends, family and strangers.



The Osceola Area Ambulance Service began its rich history in 1974 when new state and federal regulations imposed requirements to have licensed Emergency Medical Technicians and drivers, who were specially trained, take over the role previously provided by private services. They purchased their first ambulance at a cost of \$20,000.00. With this large cost looming, the communities they served went into action raising money through donations for the ambulance and their equipment.

Today, the Osceola Ambulance Service continues to provide exemplary emergency care to the residents of the Village of Osceola, the Town of Farmington, and portions of the Village of Dresser, the Town of Alden, and the Town of Osceola.

What makes this ambulance service unique to this area, is that they continue to be a non-profit business owned by each and every taxpayer of the communities they so proudly serve.

As both the Osceola Fire and Ambulance Departments grew there came a need to relocate the ambulance service. In 2009, at a cost of \$280,000.00, a new facility to house the ambulance and its crew was constructed. Three years ago, the Osceola Ambulance Service bought it’s current ambulance which was purchased through a most generous donation from R.C. Brown at a cost of \$320,000.00. The current squad is equipped with state of the art technology and equipment to address a wide variety of emergency calls. They are fully equipped to handle any and all emergencies and continue to serve our communities with pride and integrity!

“There will come a day when I may be called upon to do what most people can’t. To comfort the lost, to hold the hand of the dying. To provide the comfort one seeks in a time when their life is out of their hands. Unknown

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As you move about your day and interact with the businesses of our communities, keep in mind the Osceola Area Ambulance Service stands guard 24 hours a day, seven days a week, always ready to answer any type of emergency call, just as they have for the last forty six years.

The history of the ambulance is the first in a series of three articles. Look forward to another article next week which will outline different areas of the Osceola Ambulance Service.

History of the Osceola Ambulance Service - Osceola Sun

Becoming an Osceola Ambulance EMT

Osceola Area Ambulance Service employs roughly a dozen emergency medical technicians who provide round-the-clock ambulance coverage for our community. For many of these individuals, “EMT” is only one of their titles. The current roster includes those with backgrounds and full-time jobs in nursing, sales, construction, manufacturing, and IT, to name a few. Many members work in a variety of different healthcare roles when they are not working for the ambulance service. Despite coming from all different walks of life, this diverse group of EMTs share several commonalities – successful completion of the education required to become an EMT, and a passion for personal, community focused emergency care.



To begin working as an EMT one must first complete the 180-hour EMT course, commonly offered through local community colleges. This course provides the knowledge necessary to care for patients in a wide variety of emergency situations. Following successful completion of the course, a pair of national examinations must be passed to prove knowledge and competency in skills. Once these exams have been passed and an EMT license has been obtained from the state, one can begin practicing as an EMT in Wisconsin. Like many professions, emergency medical services is constantly evolving and changing. Osceola Area Ambulance Service conducts monthly trainings so its EMTs stay sharp with their skills and meet continuing education requirements. At these trainings the group seems as much friends as colleagues, a testament to the service’s culture of caring not only for its patients, but also for one another.

As a paid-on-call volunteer service averaging just over one emergency call per day, EMTs can work in town, run errands, or relax at the crew’s quarters during their 12 hours shifts. Those who live in town often spend their shifts at home, responding directly to the station if an incident occurs. For others who live farther away, the ambulance station includes a full “home away from home” where one can cook, relax, sleep, and be ready to respond in a moment’s notice. For Osceola EMTs, the greatest motivator is being able to give back to the community by caring for its people at their greatest time of need. While the pay is low enough to be considered volunteer wages, for many it becomes an enjoyable source of additional income.

Osceola Area Ambulance Service has a current need for more paid-on-call volunteer EMTs. Joining the service offers an excellent opportunity for both those interested in an emergency medical services career path, as well as those who work in other fields but wish to give back to the community in a

meaningful way. Class sponsorships are available, and all EMTs enjoy flexible scheduling. If interested, please contact Robyn Foster, Service Director, at 715-294-3911 or rfoster@serfware.com.

In next week's article, learn how the service obtains the necessary funding to continue providing emergency services to the communities it serves!

How is the Osceola Ambulance Funded?

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This is the final article about your Osceola Area Ambulance Service. You have read about the history of the service, the people who serve and you may be wondering, how do they afford all of this?



The Osceola Ambulance service is owned and operated by you, the taxpayers of the communities that we serve. The service charges a \$14.00 per person assessment and each community pays an annual amount based on the population it serves. The rest of the income comes from insurance payments for each ambulance ride given and from donations from some very generous people.

The Osceola Area Ambulance Service, over the last 50 years have purchased and maintained several ambulance rigs, built their current site and are able to pay for staff to ensure responses to any emergency that may arise. The total annual budget for this is \$300,000. Compare that to the budget from 1979 at \$11,000! Many of these items have been provided through donations, volunteer work, and money that is budgeted. Several years ago, the ambulance established a Non-Profit branch called, "The Friends of the Osceola Area Ambulance Service". Having this branch now allows us to accept donations and give a tax deductible receipt for those donations.

The Osceola Ambulance Service has evolved over the years into the high quality, professional service it is today. We believe it is the people who give their time to make this such a caring operation. We decided to write these articles to remind everyone of this, hoping you will never have to find out what a great service we have, but if you ever do need their services, you can be assured you will be well taken care of! We thank the Village of Osceola (100%), Town of Farmington (100%), Town of Osceola (67%), Village of Dresser (50%), Town of Alden (30%) and a small portion of the Town of Garfield as owners and operators of the Osceola Area Ambulance Service!

**TOWN OF OSCEOLA
PLAN COMMISSION
REGULAR MONTHLY MEETING
TUESDAY, OCTOBER 26, 2021 - 6 P.M.**

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MINUTES

The Plan Commission of the Town of Osceola met for a meeting on Tuesday, October 26, 2021, at the Osceola Town Hall, Dresser, Wisconsin.

CALL TO ORDER

Chair Desmarais called the meeting to order at 6:00 p.m.

VERIFICATION OF MEETING POSTING

Notice of the Plan Commission Meeting was posted at the Town Hall, the Dresser Post Office, First National Community Bank and the Town Website.

PLEDGE OF ALLEGIANCE

Chair Desmarais led the group in the Pledge of Allegiance.

ROLL CALL

PRESENT: Chair Bernie Desmarais, Jim Berg, Kim Kaiser, Marianna Schultz, Dan Tronrud, Jon Cronick and Jeremy Utke.

ARRIVED: 6:08 PM Marianna Schultz

ABSENT: None

ALSO PRESENT: Denise Skjerven, Ed Everson and Donna Berg.

APPROVAL OF PROPOSED AGENDA

MOTION BY BERG / 2ND BY TRONRUD TO APPROVE THE AGENDA. MOTION CARRIED.

APPROVAL OF MINUTES OF PREVIOUS MEETINGS

MOTION BY KAISER / 2ND BY BERG TO APPROVE THE TUESDAY, SEPTEMBER 28, 2021 MEETING MINUTES. MOTION CARRIED.

PUBLIC COMMENT

None.

OLD BUSINESS

A) EMAILS FOR PLAN COMMISSION MEMBERS

Hopefully Connecting Point will have new emails for everyone next week.

B) TOWN'S COMPREHENSIVE PLAN

Everyone now has a copy of the current comp plan. We will work on updates once the census data is available.

C) MINOR SUBDIVISION PROCESS DRAFT

We will talk about this during new business.

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NEW BUSINESS

A) TWO NEW SUBDIVISION REQUESTS

MOTION BY BERG / 2ND BY TRONRUD TO RECOMMEND THE TOWN BOARD APPROVE THE SUBDIVISION REQUESTS AS PRESENTED. AFTER SOME DISCUSSION THE MOTION WAS AMENDED BY DESMARAIS / 2ND BY UTKE TO ADD LANGUAGE THAT THE SUB DIVISION CHECKLIST BE COMPLETED BEFORE THE TOWN BOARD APPROVED THE REQUEST. MOTION CARRIED.

B) DRIVEWAY PERMIT APPLICATION

MOTION BY TRONRUD / 2ND BY KAISER TO RECOMMEND THE TOWN BOARD DENY THE NEW DRIVEWAY REQUEST. AFTER SOME DISCUSSION AND REVIEW THE REQUEST GOES AGAINST THE CURRENT ORDANACE. MOTION CARRIED

C) SECONDARY GARAGE BUILDING PERMIT APPLICATION

MOTION BY SCHULTZ / 2ND BY KAISER TO HAVE DENISE CONTACT THE PROPERTY OWNER. PROVIDE THE PROPERTY OWNER WITH PROPER PROCEDURE AND APPLICATION FOR A NEW BUILDING AND THE PLAN COMISSION WILL FOLLOW UP AS NEEDED. MOTION CARRIED.

D) ZONING COMPLIANCE / VIOLATIONS PROCESS

AFTER SOME DISCUSSION THE PLAN COMISSION WOULD LIKE TO COUNTY NOTIFY THE TOWN WHENEVER A NOTICE IS SENT OUT TO A TOWN RESIDENT.

CHAIRMAN'S REPORT

No new updates.

COMMISSION MEMBER COMMENTS

Jon Cronick – Getting updates and documenting them is a good thing

Marianna Schultz – We should notify the county when town residents contact us regarding violations.

Kim Kaiser – We should update ourselves on different processes and make sure they are being followed.

FUTURE MEETING AGENDA ITEMS

1) Chair Desmarais will provide an update on the 2020 census data.

NEXT PLAN COMMISSION MEETING

Meeting set for November 30, 2021 6 PM

ADJOURNMENT

MOTION BY BERG/2ND BY KAISER TO ADJOURN THE PLAN COMMISSION MEETING HELD THIS TUESDAY THE 26TH DAY OF OCTOBER 2021. MOTION CARRIED.

Being no further business to come before the Plan Commission, the Meeting was adjourned at 7:16 p.m.

Bernie Desmarais, Chair

TO BE APPROVED: November 30, 2021