

DRAFT*TOWN OF CABLE PLAN COMMISSION***DRAFT**
MEETING MINUTES
OCTOBER 4, 2022

1. **Call to Order** - The regular meeting of the Town of Cable Plan Commission was called to order by Chairman Tony Erba at 5:30 p.m. on Tuesday, October 4, 2022 at the Cable Community Center. Present: Chairman Tony Erba, Commissioners Kristine Lendved, Tony Merrill, Susan Thurn, Shelly Wilson and members of the public. Excused: Commissioner David Popelka.
2. **Town Board Update** - Commissioner Merrill noted the following Plan Commission-related items of business from the September Town Board meeting:
 - The Katherine Harrington short-term rental permit application was approved.
 - The Ludzack Properties conditional use permit was approved.
 - An amendment to the Town of Cable short-term rental policy was approved to raise the application fee from \$25.00 to \$100.00.
 - Many phone calls were received by the Town Clerk concerning parking flow issues during the recent Fall Fest (a special note was made about parking along the detour route).
 - The Town is looking into erecting "No Parking" signs on Randysek Rd heading south toward Philippi Rd, particularly in the vicinity of the new Cable Natural History Museum building.
3. **Approval of Agenda** - Commissioner Lendved made a motion to approve the meeting agenda as presented. This motion was seconded by Commissioner Thurn and carried.
4. **Approval of Minutes** - Chairman Erba noted that the document titled "Cable Today Recap" that was received at this meeting will be included in the record of the September 15, 2022 meeting minutes, which are being considered for approval herein. Subsequently, Commissioner Wilson made a motion to approve the September 15, 2022 minutes, including the "Cable Today Recap". This motion was seconded by Commissioner Merrill and carried.
5. **Public Input on Non-Agenda Items** - There was no public input on non-agenda items.
6. **Cable Today/Tomorrow Committee Update**

Committee members Mick Endersbe, Suzanne Rooney, and Trudy Rebsamen were present to primarily present the Committee's proposed budget items. Before that

discussion began, Mr. Endersbe brought the Plan Commission up to speed regarding the “project tracking process”, which has been developed by the Committee. All Committee projects will be tracked on a central worksheet document. The document will be fluid and at any point in time will provide current information as to the description of projects, what type of funding is available, who is working on a particular project, and the up-to-date status of all projects. The consensus is that this is a very valuable process, and Chairman Erba thanked the Committee for the work that has been done to get it in place.

Regarding the Cable Today/Tomorrow budget proposal, an itemized list of proposed projects, the dollar amounts requested, funding source, and Comp Plan justification was submitted and has been received into the record of this meeting. The total budget request is \$8,400 and Mr. Endersbe reviewed each line item with the Commission as follows:

- Connect Communities Annual Membership Fee - \$200.00
- Cable Walking Map reprint - \$750.00
- Storybook Trail - \$250.00 (primarily for lumber), the Forest Lodge Library may take over this project
- Resupply of Cable Reusable Bags - Self-funded by area businesses
- Historic Business Recognition Plaques - \$200.00, the Chamber will be taking this project over
- "Welcome to Cable" Signs - **currently not an official budget request**; the next step is to present to the Town Board with recommendations. The current estimate is \$10,000 each sign for the proposed three signs.
- Grant Writer - \$2,000.00
- Proposal to hire SAS+ Associates architectural firm (Cable preliminary plan) - \$5,000, develop a design plan for the entire community to include lighting, walkways, roads, etc. in order to produce a homogenous look for the Town of Cable. The Committee feels so strongly about the value of this service to the Town that they would raise the funds if the Town Board does not approve it. The firm would also facilitate listening sessions (e.g., the future of the Old School site could be the subject of one of these listening sessions)
- Higgins/Portage Park - Privately funded (thus, no budget request) but need Town labor to complete. This involves the property between The Portage and The Rivers Eatery, which is owned by the Town. Any “structures” built on this land to improve the look of a park (benches, etc.), would become Town property.
- Spring, fall, winter flowers - the Committee would like to transfer this \$700 project and the responsibility for watering the flowers back to the town.

Mr. Endersbe, on behalf of the Committee, asked that the Plan Commission accept their budget proposal and then recommend it to the Town Board for approval. **At this**

point, a motion was made by Chairman Erba to recommend for approval to the Town Board the \$8,400 Connect Communities 2023 budget request as described in the 10 line-item project worksheet. This motion was seconded by Commissioner Wilson.

Discussion: During the discussion of the motion, it was clarified that the \$8,400 budget request amount does not include the cost of the "Welcome to Cable" signs. The welcome signs are an ongoing project and funding is separate from the Committee's 2023 budget request. In addition, Commissioner Merrill stated that he will abstain from voting on this motion due to potential conflict with his position on the Town Board in approving the Town's budget.

MOTION CARRIED:

Ayes - 4 Abstained-1 (Merrill)

7. Comprehensive Plan Update

- **Planning for November Public Forum** - Chairman Erba provided an update following the work meeting, which was held on September 27, 2022. To support this update discussion, the following documents were provided to the Commission members for review:
 - Draft Vision Statements matched with Strengths/Weaknesses
 - A 3 Ps Venn diagram
 - Cable Tomorrow Value Summary from the June 2017 Town of Cable community meeting - needed in order to bring the summary's ideas forward for use in the current Comp Plan update
 - Public Meeting Checklist

By consensus, the group agreed to schedule the public forum on Thursday, November 10, 2022. The format will include a screen presentation to open the gathering, wherein the work that has been done up to this point will be affirmed by participants. Items from the Draft Vision Statements will be presented. Further details can be worked out at an upcoming work meeting to be scheduled. Six to eight people from the Connect Community Committee will be available to help facilitate. This forum will be classified as a "Public Meeting" (rather than a "Public Hearing"); therefore, it does not require a public notice in the newspaper. Chairman Erba stated that his hope is that participants will be "curious when they walk in and confident when they walk out."

The Agreement between the Northwest Regional Planning Commission and the Town of Cable was provided and is to be given to the Town Board to review and sign. The Agreement covers all the services the NWRPC will provide during the Comp Plan update process for a total cost of \$4,156, plus the cost of printing 20 copies of the

updated plan (estimated at \$20/plan; the extra printed plans were submitted as part of the Plan Commission's 2023 budget request).

8. Member Comments

- Commissioner Wilson noted that the Halloween "Trunk or Treat" event is scheduled for October 31, 2022 from 5:00 - 6:30 p.m.
- Chairman Erba asked for a clarification of who governs the Gun Club. Commissioner Merrill responded that the Gun Club has their own governing board and that they own their property and improvements. Any complaints that come in are directed to the Town Board.
- Chairman Erba announced that Jeannie Dixon has submitted her resignation from the position of Secretary to the Commission and thanked her for her service over the past three years.

9. Next Meeting - Tuesday, November 1, 2022, 5:30 p.m., Cable Community Center

10. Adjournment - Chairman Erba adjourned the meeting at 7:10 p.m.

Minutes respectively submitted by:

Jeannie Dixon

Approved: _____