



December 2010 Newsletter

Town Website: www.townofplymouthwi.com
Town Hall: 8219 High St. P.O. 464 Hanover, WI 53542

Town Email: townofplymouth@gmail.com
Town Phone: 608-879-4012

PLYMOUTH TOWN BOARD - Meets the Second Tuesday of the Month at 7 p.m. at Town Hall
PLANNING AND ZONING COMMISSION – Meets the Last Tuesday of the Month at 8 p.m. at Town Hall

TOWN OFFICE HOURS

Town of Plymouth Office, located in the Plymouth Town Hall, is open Saturdays from 10 am - 12 p.m. and 6:30 – 7 p.m. before the regular Town Board meetings held on the second Tuesday of the month. Other times are possible, just contact Sue Douglas, Clerk, at 876-6112.

CURRENT ELECTED TOWN OFFICIALS

Town Chairperson: Lawrence (Larry) Harding Jr., 608-879-2542
Supervisor: William (Bill) Orchard, 608-876-6083
Supervisor: Keith Neal, 608-876-6454
Clerk: Susan (Sue) Douglas, 608-876-6112
Treasurer: Lori Inman, 608-879-2106

TOWN INFORMATION AND LEGAL NOTICES



Meeting notices and agendas, ordinance adoptions, and other important town notices are posted in five locations.

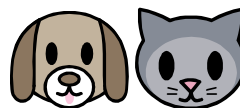
Posting sites are located at:
Plymouth Town Hall-parking lot
Hanover Post Office
Bass Creek Golf Club
Farmers and Merchants Bank, Orfordville
Town of Plymouth web site:
www.townofplymouthwi.com

CURBSIDE TRASH AND RECYCLING COLLECTION UPDATE



We will be making the switch to a new service provider, Rock Disposal, and their automated system in January! The **trash** will be collected **weekly** on Wednesday and **Recyclables** will be

collected **every other week on Wednesday**. Recyclables are to be mixed in the same cart (they do not need to be separated) and may include newspapers, magazines, cardboard, glass, plastics, tin, aluminum, etc. You should receive your 2 carts (one for garbage and one with a green lid for recycling) by January 1st. Everything should be in the carts provided by Rock Disposal. Leaving stuff on the ground next to the cart defeats the purpose of the automated system. **Please Note:** There will be a calendar included with the property tax bill which will highlight the recycling days and any changes due to a holiday schedule.



STRAY CATS AND DOGS COST THE TOWN \$\$\$\$\$\$

The Rock County Humane Society charges the Town \$130 for each cat or dog turned into them by Town residents. The Town cannot afford this! If you find a lost/stray dog check to see if it has a tag and contact the owner yourself. If the dog has a tag, the Town of Plymouth Treasurer, Lori Inman, can assist in identifying the owner for you. If unable to identify the owner due to missing tags, contact Supervisor Keith Neal, the Town's ordinance officer. Please license your dog to help us provide the best service to the community and you.

NEW TOWN PHONE NUMBER
608-879-4012

TOWN CHAIRPERSON’S REPORT

Since being elected town board chair nineteen months ago, I have found the position both challenging and rewarding in so many ways. In regards to challenges, I discovered the position is what one makes it in regards to time dedicated and involvement. In order to meet the statutorily duties of the chair, one must be vigilant in attending many meetings with local, county and state officials and have a good working relationship with our town’s attorney. These officials expect the chair to be active and responsive on a daily basis to the many requirements of these agencies. It’s also important our town is represented and our views and concerns are heard. There are more and more legislative mandates both financially and with time constraints being delegated to towns. Most importantly electors expect and deserve a chair to be knowledgeable and responsive in a timely manner to their concerns and needs.



The rewards of representing the Town of Plymouth electors are the many calls of appreciation and compliments I have received. Another reward is seeing the decisions made by our town board result in positive accomplishments. Staying fiscally responsible and available is a vital interest and reward for me as those were promises I made when running for the chair position almost two years ago.

The board created a new ordinance officer and road maintenance supervisor. Supervisor Keith Neal has assumed the position of Ordinance Officer and Supervisor Bill Orchard is in charge of road maintenance. Both supervisors have done a superb job in these positions by making great strides in both ordinance enforcement and road improvements.

In closing, I wish to thank the electors of the Town of Plymouth for the opportunity to represent each and every one of you. I also wish each and every one a happy, healthy and safe Holiday Season and prosperous 2011.

Larry Harding – Town Chair

REVALUATION OF TOWN OF PLYMOUTH

There must be a revaluation of all property in the Town of Plymouth. The State of Wisconsin requires us to stay within 90% of estimated market value. We have been out of compliance for 5 years in a row which means we must reevaluate or the State of Wisconsin will order special supervision. The Town Board has contracted with our assessor, Associated Appraisal Consultants, Inc., to revalue the town. The work will start in July 2011 and be completed by the end of June 2012. Associated Appraisal Consultants will be contacting each property owner about the revaluation process this summer.

2011 TOWN BUDGET

At the November 16, 2010 special board meeting which followed the public hearing, the Town Board adopted its budget for the 2011 in the amount of \$446,816.30. The Town of Plymouth General Property Taxes (Levy) was set at \$155,167.65.



TOWN CAUCUS

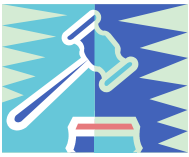
The caucus method is used by Town of Plymouth for nominating candidates to be placed on the April 5, 2011 Spring Election ballot. Nominations are taken for the town chairperson, 2 supervisors, clerk, and treasurer. The caucus is open to the public, but only qualified electors of the town may nominate candidates and if necessary vote to narrow the field to 2 candidates per position. Any person who is a United States citizen, 18 years of age or older, who has resided within the municipality for at least 10 days before the caucus is considered a qualified elector. The Town caucus is always in January of the odd years. All residents are encouraged to attend.

ANNUAL TOWN OF PLYMOUTH MEETING

On Tuesday, April 12th at 7 pm, the Town will have its Annual Meeting. The Annual Meeting is an opportunity for Town of Plymouth residents to express their views and ask questions about issues in the town. It is also an opportunity for the Town Board to inform the public about activities during the preceding year and aims for the future. The Town Meeting is a community event. All residents are encouraged to attend.



PLYMOUTH TOWN BOARD - Meets the Second



Tuesday of the Month at 7 p.m. at Town Hall

The Town Board serves as the community's legislative body, having responsibilities for enacting

town ordinances, appropriating funds to conduct town business, and has charge of all town affairs not given by statute to another body, officer, or employee. The Plymouth Town Board consists of chairperson and two supervisors. The clerk and treasurer are non-voting members. All of these positions are for two year terms with the elections held in the spring of odd years. Chapter 60 of the Wisconsin State Statutes defines the duties of these public officials. Salaries are determined by town residents at an annual town meeting or a special town meeting but do not take effect until after the next local election. **Current salaries were approved November 12, 2002.**

ELECTED TOWN OFFICIALS:

Town Chairperson: The chairperson, Larry Harding, is the presiding officer at town board meetings and town meetings. The town chairperson signs documents authorized by the town board, supervises the administration of the statutes, and acts on behalf of the Town Board. The chairperson is also considered a member of the town board and has a vote like any other supervisor. Salary: \$4500 annually plus meeting stipends and mileage.

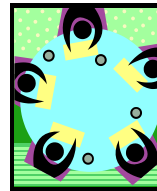
Town Supervisors: One supervisor, Keith Neal, serves as the Town Ordinance Officer and is the contact for issues regarding ordinances such as dog control, unregistered vehicles, health, sanitation and property maintenance, etc. The other supervisor, Bill Orchard, is the contact for town roads including maintenance and right-of-ways. Salary: \$3500 annually plus meeting stipends and mileage.

Town Clerk: The clerk, Sue Douglas, is involved in most aspects of town government. This position serves as the custodian of official records and proceedings of the Town Board, manages the Town Office, handles public records requests, coordinates all elections, maintains a finance book, issues licenses or permits, and publishes notices. Salary: \$9000 annually plus meeting stipends and mileage.

Town Treasurer: The treasurer, Lori Inman, is

responsible for the custody and maintenance of all town funds including receiving and disbursing town money, depositing town money, maintaining financial records, and handling property taxes and licensing of dogs. Salary: \$8000 annually plus meeting stipend and mileage.

Please note: The current treasurer, Lori Inman, will not be running for the office of Treasurer in 2011. A knowledge of bookkeeping is helpful but not required for the position. If you would be interested in running for treasurer and want to know more about the responsibilities of this position, contact Lori Inman at 879-2106.



PLANNING AND ZONING

COMMISSION – Meets the Last Tuesday of the Month at 8 p.m. at Town Hall

The function and duty of the Planning and Zoning Commission is to review all plat, subdivision and zoning changes and forwarding said recommendations to the Town Board. The Town Chairperson appoints five citizens to serve on the committee. One member serves as the chairperson and is the presiding officer at planning and zoning meetings and has a vote like any other member. Committee members serve staggered 3 year terms. If you are interested in serving on the plan committee, please contact the Town Chairperson, Larry Harding, at 879-2542.

CURRENT APPOINTED OFFICIALS:

Building Inspector: Chris Dodge, 608-756-3154. The building inspector issues building permits and performs inspections of new construction, additions or remodeling, plus those required per zoning ordinances. Salary: Based on number of inspections completed.

Planning and Zoning Chairperson, Sean Snyder, 608-449-5800. Salary: \$1200 annually plus \$40 per meeting and mileage.

Planning and Zoning Members: Rose Cash, 608-879-2346, Brian Schlarb, 608-290-6411, James (Jim) Lyga, 608-879-2676 and Delford (Duffy) West, 608-879-2327. Salary: \$40 per meeting and mileage.

Town Assessor: Associated Appraisal Consultants, Inc., 1-800-721-4157. The function of the assessor is to discover, list and value all properties in the Town of Plymouth.

ZONING, VARIANCES, AND CONDITIONAL USE REQUESTS

The Town of Plymouth Zoning Ordinance is currently under revision and will be completed in 2011. Contact Sue Douglas, Clerk, for an application if you are interested in rezoning a parcel, requesting a variance from an ordinance or requesting a conditional use which is allowed per the ordinance.

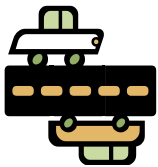
BUILDING PERMITS

Building permits are required for new construction such as homes, garages, storage sheds, and pole barns or projects that involve structure changes, installing or relocating plumbing, electrical, heating, venting or air conditioning equipment. Additions, alterations or structural repairs to buildings also require a permit as do installation or upgrading of driveways. The exception to a permit is installing new shingles, siding or replacing windows/doors that are the same size as the existing. These permits are issued by Town of Plymouth Building Inspector, Chris Dodge. Contact him at 756-3154.



ROAD IMPROVEMENTS

Road repair this year was kept to a minimum and included Orfordville-Hanover Rd. bridge/culvert project, Kettle Rd. bridge/culvert project and County H and Orfordville-Hanover Rd. bridge/culvert project. There was also crack filling maintenance completed on Schuman Road from Race Street to Stuart Road; Footville-Hanover Road from County H to Johnson; South Footville Road from Welsh to Orfordville-Hanover Road; Spring Valley Road from Old Hwy 11 to Coon Island Road; Stuart Road from County H to Kettle Road; and Stuart Road from County H to Carver Road. Town roads are evaluated based on a numerical rating system from the DOT. This rating system assists the Board in determining priorities for road maintenance and improvements. Supervisor Bill Orchard is the town official in charge of the roads. Contact him with any questions or concerns at 876-6083.



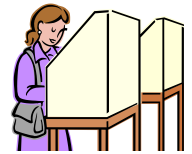
ELECTIONS

2011 ELECTIONS: There are only two election days in odd years. One is the primary on February 15th if

needed and the April election on the first Tuesday in April. This April 5th election is when local town officials are elected as well as Parkview School Board members and state judicial positions. In January the Town of Plymouth will use the caucus system to nominate residents as candidates for the local positions. The April Spring election will be held on April 5th at the Plymouth Town Hall. Voting hours are from 7 am to 8 pm.

ELECTION WORKERS: If you would be interested in helping at the polls on Election Day, please contact Clerk Sue Douglas. Election workers attend trainings, participate in the public voting equipment testing and usually work 15 hours on Election Day. Workers are paid \$8 per hour for their service.

VOTING REQUIREMENTS: Everyone wishing to vote in Wisconsin must be registered to vote. To be eligible to register here, you must be a citizen of the U.S., be eighteen years old on or before Election Day and have been a resident of the Town of Plymouth for a minimum of ten days prior to Election Day.



HOW TO REGISTER: If you wish to register, you must complete a voter registration form. These forms, known as EB-131, can be downloaded from <http://gab.wi.gov> and mailed to the Town Office, or you may contact the Clerk. New applicants must also supply their Wisconsin Department of Transportation-issued driver’s license or identification card number. If you have not been issued a Wisconsin driver’s license or I.D., you must provide the last four digits of your Social Security Number. You must also have proof of residence in the Town of Plymouth.

WHEN TO REGISTER: You may register as late as Election Day, but certain restrictions apply depending on the method used for registration. If registering in person, you **should** register at the Town Hall by 5:00 p.m. on the day before the election. Please help us and come to the Town Office in advance to register. If registering by mail, the application must be postmarked no later than thirteen days before the election. PLEASE NOTE: Any person registering to vote by mail is required to provide a copy of acceptable identification. Forms of acceptable identification are a current and valid photo identification (preferred), a copy of a current utility bill, bank statement, government check, pay check, or government document that

shows the name and address of the voter. The copy of the form of identification must be included when submitting the registration application. If a copy of identification is not included, the elector will be required to supply it before being issued a ballot at the polling place or before being issued an absentee ballot. If registering at the polling place on Election Day, you must bring proof that you have lived at your present location in the Town of Plymouth for at least ten days preceding the election.

PROPERTY ASSESSMENT



OPEN BOOK: Our assessor, Associated Appraisal Consultants, Inc., will hold an **Open Book Session** this spring. When Associated Appraisals completes the assessment roll, it will be available for examination. This is known as “Open Book” and is the best opportunity for you, as a taxpayer, to review your assessment, review the assessment roll, check for errors, compare assessments and request changes after comparing your assessment to others by providing evidence for the change request. If you are not satisfied with the outcome of these discussions, an appeal may be made to the Board of Review, which is comprised of the Town Board. We encourage anyone who has questions about their assessment to make an appointment. Taking the time to meet with the assessor can be very helpful and informative. Watch for the date of the Open Book Session on the Plymouth Town website and at the regular posting sites.

BOARD OF REVIEW: The main function of the Board of Review is to hear objections to valuations that have not been resolved with the assessor during Open Book. The evidence presented by the property owner must be factual in nature, not just a matter of opinion. Check the WI Department of Revenue website for informative publications: <http://www.revenue.wi.gov/pubs/slf/pb060.pdf>. We encourage those who think they may want to appear before the Board of Review to first meet with the assessor during the Open Book session. If you intend to make an appeal to the Board of Review you must make an appointment. You will also need a Department of Revenue form. To facilitate the process, be prepared to defend your appeal with facts such as comparables and appraisals. Contact Town of

Plymouth Clerk, Sue Douglas, or Associated Appraisals for information and the forms. Watch for the date of the Board of Review on the Plymouth Town website and at the regular posting sites.



FIRE WORKS DISPLAYS

Residents are reminded that the town does require that anyone using fireworks in the township obtain a permit. If you are planning a display, please call the town clerk to obtain the proper permit, which needs to be signed by the town chairperson. You will also need proof of insurance liability coverage.

INVASIVE WEEDS

Reminder: It is a resident’s responsibility to destroy invasive and noxious weeds on their property. Property owners are encouraged to identify and control weeds before they flower and seed.

BURNING

Town of Plymouth Ordinance 1996-1 regulates burning in the Town of Plymouth and adopts the Burning Permit Guidelines of the Orfordville Fire Protection District. Its purpose is to strictly control the burning of land and/or materials in the Town of Plymouth. Contact the Orfordville Fire Department at 879-2122 for clarification on what can be burned and when you plan a burn.



ROAD RIGHT-OF-WAY

Property owners need to be aware that per the Town of Plymouth Zoning Ordinance all local roads shall have a minimum setback of 85 feet from the centerline or 50 feet from the right-of-way line, whichever is greater. Minimum road right-of-way shall be 70 feet. Trees, brush, crops, etc, should not be in the right-of-way as they can cause visual impediments to vehicles and/or drainage problems.



Annual Dog License Application is included with this newsletter. All dogs over 5 months of age must be licensed each year by April 1st.

HOW TO CONTACT US

1. Our Website is your best source for current information: www.townofplymouthwi.com
Use it to answer most of your questions, download forms, and get current Town news and meeting information.
2. Send an email to:
townofplymouth@gmail.com
3. Call the Town Hall Office at **879-4012** and leave a message
4. Call the Town Clerk, Sue Douglas, at 876-6112.



UPCOMING EVENTS

December 14, 2010	Town Board Meeting
December 20, 2010	Property Tax Bills sent out
December 28, 2010	Planning & Zoning Meeting
January 5, 2011	Rock Disposal service starts
January 11, 2011	Town Board Meeting
TBD/January 2011	Town Caucus
January 25, 2011	Planning & Zoning Meeting
February 15, 2011	Primary Election, if needed
April 5, 2011	Spring Election
April 12, 2011	Annual Town Meeting
TBD/May 2011	Open Book
TBD/June 2011	Board of Review
July 2011- June 2012	Revaluation of all property



Newsletter: Prepared by Sue Douglas & Lori Inman

DIRECT CONTACT NUMBERS

Larry Harding, Chairperson
879-2542

Bill Orchard, Supervisor
876-6083

Keith Neal, Supervisor
876-6454

Sue Douglas, Clerk
876-6112

Lori Inman, Treasurer
879-2106

Chris Dodge, Building Inspector
756-3154

Sean Snyder, Planning & Zoning Chairperson
449-5800

Associated Appraisals, Assessor
1-800-721-4157

Rock Disposal
365-7625

Footville Fire Department
876-6118, Non-emergency

Orfordville Fire Dept
879-2122, Non-emergency

Rock County Administrator, Troy Knutson
757-5510

Rock County Clerk, Lori Stottler
757-5667

Rock County Health Department
757-5442

Rock County Planning & Development
757-5587

Rock County Public Works Highway & Parks
757-5450

Rock County Sheriff's Department
757-2244, Non-emergency

Rock County Treasurer, Vicki Brown
757-5670