

TOWN OF MISHICOT MONTHLY MEETING MINUTES
MONDAY, MAY 1, 2023, 7:00 P.M.
MISHICOT TOWN HALL
710 NORTH STATE STREET

CALL TO ORDER

Chairman Stefaniak absent due to illness. Supervisor Anhalt appointed to chair the meeting in Mr. Stefaniak's absence. Supervisor Anhalt called the meeting to order at 7:00 p.m. Present were Robert DesJarlais, Dean Anhalt, Tammy Thielbar, Jeff Chalupny and Connie Tesarik.

GUESTS

Brian Paplham, Pat Shebesta, Jerome Wotachek, Justin Morris, Virgil and Marilyn Schleis, Bryan Grunewald, Malcolm Peroutka, Steve Zeitler

PLEDGE OF ALLEGIANCE

Supervisor Anhalt led the board in the Pledge of Allegiance.

APPROVE MINUTES OF THE APRIL 3, 2023, BOARD MEETING

The minutes of the April 3, 2023, Board Meeting were reviewed by the board upon e-mailed receipt.

Supervisor DesJarlais moved to approve the minutes of the April 3, 2023, Board Meeting. Supervisor Anhalt seconded the motion. All votes in favor. Motion carried.

APPROVAL OF AGENDA AS PRINTED

Supervisor DesJarlais moved to approve the May 1, 2023, monthly meeting agenda. Supervisor Anhalt seconded the motion. All votes in favor. Motion carried.

CORRESPONDENCE

WTA County Unit meeting scheduled for Thursday, May 18, at Rockland Town Hall at 7:00 p.m. Hazardous Waste Clean Sweep scheduled for Friday, May 19 for farms and businesses, and Saturday, May 20 for residential. Event being held at the Manitowoc County Highway Shop. WTA Town Official Spring Workshops beginning May 8. Manitowoc County Deputy Sheriffs and Constables Association meeting Thursday, May 4 at the Manitowoc County Sheriff's Department at 7:30 p.m. Notice from Manitowoc County Recycling Center. Beginning May 1 Manitowoc County Compost Sites are requiring a permit for contractors and businesses. See recycling.manitowocountywi.gov for more information.

PUBLIC INPUT

Certified Surveyor Steve Zeitler appeared with town citizen Justin Morris. Justin owns property along Tisch Mills Road south of Zander Road. His home sits on Lot 2 of a new survey by Mr. Zeitler. His sister would like to build a home on Lot 1 also surveyed by Mr. Zeitler. Justin is requesting a rezone from General Agriculture to Rural Residential for Lot 1, and a Rezone from General Agriculture to Large Estate on Lot 2. A new driveway will also be needed on Lot 1. After discussion, Mr. Zeitler said he will check to see if the county would rather do a variance on Lot 2. Mr. Anhalt asked Justin Morris to return to the town board's June 5 meeting with his request for approval either for a variance or for a rezone. Matter is tables to June 5.

PUBLIC SWEARING IN OF 2023-2025 TOWN BOARD MEMBERS

The newly elected board members were publicly sworn in: Robert DesJarlais and Dean Anhalt, Supervisors; Tammy Thielbar, Treasurer, and Connie Tesarik, Clerk. Written oaths for all members, including Mr. Stefaniak, Chairperson, are already on file in the clerk's office.

BRYAN GRUNEWALD OF CLA, REVIEW OF THE TOWN'S 2022 AUDIT AND FINANCIAL REPORT

Mr. Bryan Grunewald, of CLA, reviewed the town's audit and financial reports. He stated that the town currently has an unassigned balance of 15-20%. He said he prefers to see it closer to 20% and would like to see the town continue to work toward that. He also said that inflation has made finances and budgeting very difficult for all municipalities.

PARKING LINES ON TISCH MILLS ROAD IN TISCH MILLS BUSINESS DISTRICT

Marilyn and Virgil Schleis addressed the board concerning the lack of designated parking spaces in the Tisch Mills Business District. Marilyn owns a yoga studio in Tisch Mills and states that parking is a constant problem. The town has no issue with them having parking lines painted, but Mr. Anhalt said there should be a review of the property lines so that lines are not painted on private property. Mr. Anhalt will see if he can find out something with regard to property lines before the June 5 board meeting and asked the Schleis's to return on June 5. Matter is tabled to June 5. Ms. Schleis noted that there will be a Tisch Mills Business Association meeting on May 22, at 6:30 p.m. at Fat Boys in Tisch Mills.

BIL FUNDING PROJECT: REVIEW AND DISCUSS DRAFT CONTRACT WITH JT ENGINEERING

Mr. Anhalt discussed the budget for the estimated design costs. It is expected that costs will come in less than originally budgeted for design. The DOT would like the contract signed by the second week of May. **Mr. DesJarlais moved to allow Mr. Anhalt to sign the three-party contract between the WisDOT, JT Engineering, and the Town of Mishicot. Motion seconded by Mr. Anhalt. All votes in favor. Motion carried.**

The only comment was by Mr. Stefaniak who had earlier stated upon his review of the contract that the archeological section of the contract refers to the Village of Mishicot.

APPOINT PLAN COMMISSION MEMBERS

The board wished to get the Plan Commission members on a three-year rotation once again. Joe Heyroth, Neil Kowalski, and Jake Koeppel will remain on the Plan Commission with their term ending April 30, 2024. Robert DesJarlais and Dean Anhalt will remain on the Plan Commission with their term ending April 30, 2025. **Mr. DesJarlais moved to appoint Pat Shebesta and Mike Koeppel for a three-year term ending April 30, 2026. Motion seconded by Mr. Anhalt. All votes in favor. Motion carried.** Mr. Shebesta, being present, took a verbal oath. Said oath is on file in the clerk's office. Michael Koeppel's written oath will be gotten by the treasurer.

ALCOHOL LICENSE FOR ST. ISIDORE THE FARMER ANNUAL MEMORIAL DAY PARISH PICNIC MAY 27-28, 2023

Mr. DesJarlais moved to approve the Temporary Class "B" Beer and Fermented Malt Beverage License for St. Isidore the Farmer Memorial Day weekend parish picnic May 27-28, 2023, held on the parish grounds. Motion seconded by Mr. Anhalt. All votes in favor. Motion carried.

REVIEW OF 2023 BUDGET AND FINANCIAL STANDING IN ANTICIPATION OF 2023

The clerk noted that \$125,615 was left in the budget for 2023 decisions regarding road repairs. The board discussed the work that is most needed at this time. Mr. Chalupny said the culvert on CTH V and Saxonburg is collapsing and will cost approximately \$10,000 to replace. The board is not ready to adopt Budget Resolution 2023-1 at this time. The road and culvert work and the budget resolution will be placed on the June 5 agenda.

ROAD PROJECTS FOR 2023

Consideration for upcoming work would include:

1. Saxonburg Road (Zander to Two Creeks) – Cold Mix Wedging
2. Sunrise Lane – Cold Mix Wedging
3. Tisch Mills Road (North of Zander) – Cold Mix Wedging
4. Buck Lane – Cold Mix Wedging
5. Cherney Road (Near Barthels) - Cold Mix Wedges on edges
6. Assman Road – (Saxonburg to the East) – Cold Mix Pave

Redo on Saxonburg Road (Two Creeks to Tapawingo) - Single Hot Oil Seal

Redo Ridge Road – Single hot oil seal coating

These projects, with the exception of Saxonburg Road (Zander to Two Creeks), would cost an estimated \$110,908, plus \$14,000 for gravel for an estimated total of \$125,758.

Mr. DesJarlais moved to put out for bids (Class 1 Notice) Numbers 2-6 and to redo Saxonburg (Two Creeks to Tapawingo) and Ridge Road. Motion seconded by Mr. Anhalt. All votes in favor. Motion carried. Bids will be reviewed at the June 5 town board meeting.

2023 ROAD PROJECTS DISCUSSION AND ACTION

See item directly above. The plan is to do wedging this year and chip sealing the wedged roads next year.

RECAP OF ANNUAL MEETING

Main points of discussion at the 2023 annual meeting were the budget and roads. A citizen recommendation was to increase further the levy limit exceedance another \$100,000 to allow for further road work.

DISCUSSION REGARDING ANNUAL MEETING RESIDENT SUGGESTION TO INCREASE THE LEVY OVER THE \$100,000 CURRENT EXCEEDANCE TO FURTHER EXPAND ROAD WORK

The board discussed the process of increasing the levy limit even further over the allowed amount. Mr. Anhalt stated his concerns that while doubling the increase would allow for more repairs to the roads, it still would not be enough for rebuilding. This matter is tabled to the June 5 meeting.

DISCUSSION REGARDING REFORMATTING TOWN ORDINANCES

Tabled to the June 5 meeting.

CEMETERY CD

Discussion occurred regarding the current cemetery CD. While interest rates are more favorable than when the present CD was taken out, the town would have to pay 50% of the interest earned so far as a penalty for early withdrawal. Mr. Anhalt decided that doing so was not worthwhile. It was determined that it would be best to watch for the January 16, 2024 renewal and make any decisions to change the CD at that time.

ACTION TO SET THE FIRST MEETING OF THE BOARD OF REVIEW

Mr. DesJarlais moved to set the first meeting of the Board of Review for Monday, June 5, 2023, at 6:45 p.m. This meeting will be to postpone the Open Book and BOR to a later date since dates unknown at this time. Motion seconded by Mr. Anhalt. All votes in favor. Motion carried.

BOR TRAINING FOR BOARD MEMBERS

The clerk has received two training videos accepted by the Department of Revenue, including supporting handbooks and exams. The handbooks and videos will be left at the town hall for board members to view as they have time to do so during the month of May. Either video will meet the training requirement. The board members should return their training affidavits and their written exams to the clerk for filing training completion with the DOR.

WTA 2023 SPRING TOWN OFFICIALS WORKSHOPS

WTA Spring workshops for town officials are scheduled. If anyone wishes to attend, please let the clerk know so that registration can be sent.

DISCUSSION REGARDING LETTER OF SUPPORT FOR E-POLL BOOKS

The clerk mentioned that there has been a request for letters of support for Badger Books (electronic poll books) from Joe Waldman, the WI Campaign Manager for [All Voting Is Local Action](#), an independent non-profit organization. The board is not interested in support letters for E-Poll Books at this time.

MAINTENANCE ISSUES

Nothing further.

REPORTS TO THE BOARD RICHARD, JEFF, CONNIE, TAMMY, DEAN, AND ROBERT

The treasurer said she is still working on dog licensing and has one outstanding yet.

APPROVE FINANCIAL REPORT

Supervisor DesJarlais moved to approve the financial report. Motion seconded by Supervisor Anhalt. All votes in favor. Motion carried.

MOTION TO PAY THE BILLS

Supervisor DesJarlais moved to pay claims as presented by the clerk. Motion seconded by Supervisor Anhalt. All votes in favor. Motion carried. Claims were approved as presented and checks were signed.

ITEMS FOR NEXT BOARD MEETING

Justin Morris Variance or Rezoning request on Tisch Mills Road; Marilyn Schleis Parking Lines in Tisch Mills Business District; BIL Funding Project Update; Alcohol Licensing and Operator Licenses; Review of Budget and Budget Resolution; Review and Action on 2023 Road Repair and Culvert Bids; Further Levy Limit Exceedance; Board of Review Dates; Reformatting Ordinances; Discussion and Possible Action Re: Vacant Constable Position

ADJOURN

Supervisor DesJarlais moved to adjourn the meeting at 9:16 p.m. Motion was seconded by Supervisor Anhalt. All votes were in favor. Motion carried.

The next regular meeting of the Town board will be on Monday, June 5, 2023, at 7:00 p.m.

These minutes were taken at the May 1, 2023, monthly Town board meeting and recorded here on May 20, 2023. These minutes will be board approved at the next town board meeting.

Connie Tesarik – Clerk