

TOWN OF MISHICOT MONTHLY MEETING MINUTES
MONDAY, JUNE 5, 2023, 7:00 P.M.
MISHICOT TOWN HALL
710 NORTH STATE STREET

CALL TO ORDER

Present were Chairman Stefaniak, Supervisor Dean Anhalt, Supervisor Robert DesJarlais, Treasurer Tammy Thielbar, and Clerk Connie Tesarik. Road Superintendent Jeff Chalupny was not present due to a family emergency.

GUESTS

Zachary Jansky, John P. Engeldinger, Jerome Wotachek, Pat Shebesta, Justin Morris, and Malcolm Peroutka

PLEDGE OF ALLEGIANCE

Chairman Stefaniak led the board in the Pledge of Allegiance.

APPROVE MINUTES OF THE MAY 1, 2023, BOARD MEETING

The minutes of the May 1, 2023, Board Meeting were reviewed by the board upon e-mailed receipt.

Supervisor Anhalt moved to approve the minutes of the May 1, 2023, Board Meeting. Supervisor DesJarlais seconded the motion. All votes in favor. Motion carried.

APPROVAL OF AGENDA AS PRINTED

Supervisor Anhalt moved to approve the June 5, 2023 monthly meeting agenda, with Item Number 7, "Open Bids for Hot Oil Chip Sealing," being moved between Items 22 and 23. Supervisor DesJarlais seconded the motion. All votes in favor. Motion carried.

CORRESPONDENCE

Clerk Tesarik received a Zoning Permit Report for the month of April from Manitowoc County Zoning. A zoning permit has been requested by Brian Benzinger for a single-family dwelling on Parcel No. 013-133-012-003.00. Conditional Plan Approval has been received from the DSPS indicating that conditional plan approval has been given to St. Isidore the Farmer for a building addition at 18424 Tisch Mills Road. An award letter has been received from the Wisconsin DOR announcing the town's award of \$937.97 for a Basic Recycling Grant and \$325.13 for a Recycling Consolidation Grant, for a total of \$1263.10. The chairman had asked about the method for making the clerk's position appointed. For towns under 2500 in population, a referendum would have to be held in the town. The clerk noted that the town's ADA voting

machine is going to become obsolete in the near future. A grant has been offered to assist municipalities with funding. There will be a demonstration of the machine for the clerks which will be held at the County Board Meeting Room at the Heritage Center on Michigan Avenue on Thursday, June 15, 2023, at 5:00 p.m.

PUBLIC INPUT

Jerome Wotachek said the stumps on the Benzinger Road cemetery will need a stump grinder. Supervisor Anhalt will check on getting the grinding done.

MARILYN SCHLEIS – PARKING LINES IN TISCH MILLS BUSINESS DISTRICT

Ms. Schleis was not present. Supervisor Anhalt has information on this subject. There is easement on the east side of Tisch Mills Road. There is also easement on either side of CTH BB east of the intersection of Tisch Mills Road. There is no information on the old Merchantile store building. The spaces should be 10' x 18'. The only stop sign on Tisch Mills Road is on the east side. Parking could block the view of the sign. If parking is granted there, another stop sign should be placed on the other side. Mr. Chalupny said the signage is controlled by Kewaunee County. Supervisor Anhalt does not want parking all the way to the corner. It was noted that the pavement on the Merchantile side of the road is in bad shape. It would not be a good idea to paint with the paving in such condition. Mr. Anhalt also does not want the spaces restricted. The matter is tabled to the July 3 meeting. Ms. Schleis will be invited to attend the meeting.

JUSTIN MORRIS – REZONING VACANT LAND ON TISCH MILLS ROAD

Mr. Morris is seeking a rezone of 1.1 acres currently zoned General Agricultural to Rural Residential for the purpose of creating a new building site. Building may begin as early as this fall. He is further requesting a variance from Manitowoc County to keep Lot 2 as General Agricultural. He is requesting a letter from the Town Board approving the zoning change and the variance. **Supervisor Anhalt moved to approve the creation of Lot 1 rezoning to Rural Residential and for Lot 2 to remain General Agricultural providing county approves. Mr. Anhalt stated that the requests fit into the other land uses in that area. With the area being residential, it is a good use of the property. Motion seconded by Supervisor DesJarlais. All votes in favor. Motion carried.** It is noted that no holding tanks are allowed in the town for new residences.

JUSTIN MORRIS – CULVERT/DRIVEWAY PERMIT REQUEST

Mr. Morris will need a permit to install a driveway to Lot 1 above. He would like to debate whether or not a culvert is needed. He demonstrated to the board his research on the pitch of the ditch in the area of the new driveway. Supervisor Anhalt still felt in talking with Mr. Chalupny that a culvert would be needed there. Mr. Anhalt suggested looking at it with a transit and that he and Mr. Chalupny could do that. Supervisor Anhalt said if it is flat and not a considerable pitch, a culvert would be needed. A culvert would need to be double walled 12" x 30' and include endwalls. **Chairman Stefaniak moved that Supervisor Anhalt and Mr. Chalupny go with the transit and shoot some lines. Supervisor DesJarlais seconded the motion. All**

votes in favor. Motion carried. Mr. Chalupny will issue a driveway permit as needed.

NOTE: Since the meeting, Supervisor Anhalt and Mr. Chalupny found that a culvert would not be necessary per their findings.

PAUL ENGELDINGER AND CORMAC MCINNIS – STONEY ROAD PARCEL FRONTAGE

Mr. Engeldinger would like to divide his parcel at the end of Stoney Road so that his daughter can build a house. The second parcel would not have the required 150 feet of road frontage and would like the town to dedicate a road in that area. The board reviewed the sketches provided by Mr. McInnis. Mr. Engeldinger would like the board's approval before making the division. Supervisor Anhalt said the town has an ordinance that states that before a road can be taken over by town, the road must be brought up to proper specifications and fully improved. Supervisor Anhalt is fine with the property division, but he has a problem with the road not being up to specifications. The road would need to be 66' with ROW, 22' paved with 2" binder and 1 ½" hot mix asphalt. The board would not take that up without that being done. He further stated that the town is under county zoning, so it is the county's decision, along with the town's approval, on zoning issues and whether or not they would allow the frontage. They should talk to the county about the frontage matter. It is noted that part of the road is actually deeded to the town and is a town road. But the part beyond the deeded town road must meet the road specifications.

HOLDING TANK AGREEMENT – 12925 CTH B

No action was necessary. There has been a holding tank on that property for years.

BIL GRANT PROJECT – SAMZ ROAD UPDATE AND ACTION ON DESIGN CONTRACT

Supervisor Anhalt signed the design contract on the Samz Road project. The estimated design cost is \$250,000. Right of way costs are to be paid by the municipality. Also, the ROW costs are not part of the grant. Rich Glen will contact us when they are ready to move ahead. Supervisor Anhalt will give a copy of the contract to the Village. Mr. Glen will try to put a payment schedule together by fall.

DISCUSSION AND POSSIBLE ACTION ON E. HILLCREST ROAD BRIDGE PROJECT FINANCIAL REVIEW INCLUDING PARTIAL PAYBACK OF LOAN WITH BCPL

Since there are still invoices to be received on the bridge project, the board decided to wait on sending any loan funds back to the BCPL at this time.

ADOPT BUDGET RESOLUTION 2023-1

Supervisor DesJarlais moved to adopt Budget Resolution 2023-1. Motion seconded by Supervisor Anhalt. All votes in favor. Motion carried.

DISCUSSION AND ACTION ON CULVERT BIDS FOR REPLACEMENT WITH COUNTY ARPA FUNDS

Since Mr. Chalupny was not present, Chairman Stefaniak requested that a special meeting be set with Mr. Chalupny to open bids and to discuss ARPA funding for the culverts on Saxonburg and CTH V and Two Creeks Road. **NOTE:** A special meeting was scheduled and held on Thursday, June 8, at 7:00 a.m., at the Town Hall.

ADDITIONAL LEVY EXCEEDANCE DISCUSSION

It was decided by the board members not to pursue additional levy exceedance at this time.

OPEN BOOK AND BOARD OF REVIEW DATES

Due to the fact the assessment roll is not complete at this time, the Board of Review will be adjourned until Thursday, September 7, 2023, at 6:00 p.m. The assessor will hold Open Book on Thursday, August 31, 2023, from 6:00 p.m. to 8:00 p.m. Board of Review and Open Book will both be held at the Mishicot Town Hall, 710 N. State Street, Mishicot.

CLASS B BEER AND LIQUOR LICENSES FOR GOODTIMES AND CRAZY 8

Supervisor Anhalt moved to approve the class B beer and liquor licenses for Good Times and Crazy 8. Supervisor DesJarlais seconded the motion. All votes in favor. Motion carried.

OPERATOR LICENSES APPROVAL

Supervisor Anhalt moved to approve the operator licenses for Mark Siebold, Sal Parma, Anton Kalcik, David Koeppel, Mark Koeppel, Brooke Gauger and Amy Wendricks. Supervisor DesJarlais seconded the motion. All votes in favor. Motion carried.

ORDINANCE ORGANIZATION

Discussion. No action at this time.

DISCUSSION AND POSSIBLE ACTION REGARDING THE VACANT CONSTABLE POSITION

The Town of Two Rivers is not pursuing a constable at this time. Matters are referred to the county. This matter is tabled to the July 3 meeting.

MAINTENANCE ISSUES

Nothing further.

REPORTS TO THE BOARD CONNIE, TAMMY, DEAN, ROBERT AND LEE

The clerk informed the board regarding the election grants for the ADA voting machine and a security grant that would cover the cost of moving the town's email to a wi.gov.

Tammy presented the 2023 Dog License Report and Financial Report.

Supervisor Anhalt said he asked Soil and Water about the Ponderosa manure pits. He was told that they have 1359 animal units, 6.3 million gallons of onsite storage, and they have 200 days' capacity. They only need six months of storage. Therefore, they are in compliance. Mr. Anhalt talked with Jeff Chalupny regarding the brush left behind by WPS's contractor last fall. They could be fined. If the brush is not taken care of by next month, the board should pursue it. Supervisor DesJarlais noted that the wire flags left by the internet company in the ditches last fall are still there. Grass has grown up around them. The board decided that the wire flags would probably not affect mowing. Nothing more will be done in this regard.

Supervisor DesJarlais followed up on a noise, lights, and a dog complaint on Sunset Drive. There is also a lot of junk on the property. A 30-day notice was given with the end being the second week of June. The property owner said he will clean it up. He said he is waiting for storage. Supervisor DesJarlais informed the resident that he will be fined if the junk is not cleaned up and the loud noises do not stop.

Chairman Stefaniak said Johanek's are offering to gravel the portion of Sheba Lane that is not the town's. They are asking if the town would gravel the portion that does belong to the town. It would need about 2-3 loads of gravel. The board agreed to the graveling of the town's portion of Sheba Lane.

APPROVE FINANCIAL REPORT

Supervisor Anhalt moved to approve the financial report. Motion seconded by Supervisor DesJarlais. 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

Samz Road Project; Tisch Mills Parking; Reformatting Ordinances; Discussion and Possible Action Regarding Vacant Constable Position; recap of the special meeting on June 8; WEC Grants

ADJOURN

Supervisor Anhalt moved to adjourn the meeting at 9:03 p.m. Motion was seconded by Supervisor DesJarlais. All votes were in favor. Motion carried.

The next regular meeting of the Town board will be on Monday, July 3, 2023, at 7:00 p.m.

These minutes were taken at the June 5, 2023, monthly Town board meeting and recorded here on June 30, 2023. These minutes will be board approved at the next town board meeting.

Connie Tesarik – Clerk