

TOWN OF MISHICOT MONTHLY MEETING MINUTES  
MONDAY, JUNE 3, 2024, 7:00 P.M.  
MISHICOT TOWN HALL  
710 NORTH STATE STREET  
**Amended 6-1-2024**

CALL TO ORDER

Chairman Stefaniak called the meeting to order at 7:00 p.m. Present were Robert DesJarlais, Dean Anhalt, Tammy Thielbar, Jeff Chalupny and Connie Tesarik.

GUESTS

Andy Vogt, Don Siebold, Gary Gordon, Brennen Mickelson, Malcolm Peroutka, Pat Shebesta, Jerome Wotachek

PLEDGE OF ALLEGIANCE

Chairman Stefaniak led the board in the Pledge of Allegiance.

APPROVE MINUTES OF THE MAY 6, 2024, BOARD MEETING

The minutes of the May 6, 2024, Board Meeting were reviewed by the board upon e-mailed receipt.

**Supervisor Anhalt moved to approve the minutes of the May 6, 2024, Board Meeting. Supervisor DesJarlais seconded the motion. All votes in favor. Motion carried.**

APPROVAL OF AGENDA AS PRINTED

**Supervisor DesJarlais moved to approve the June 3, 2024, monthly meeting agenda. Supervisor Anhalt seconded the motion. All votes in favor. Motion carried.**

CORRESPONDENCE

WTA County Unit meeting scheduled for Thursday, June 20. Notices received from Planning and Parks as follows: Paul G. Bertler Irrevocable Trust, Zoning Change 1.89 acres from General Agriculture to Rural Residential; Gregg Samz Zoning Change Request 2.69 acres from Exclusive Agriculture to Rural Residential Public Hearing Notice June 3 at 4:00 p.m. at 4319 Expo Drive; and the clerk also presented the monthly zoning inquiry report: Alan Arkens, 9407 Fox Lane, request for a single-family home. The clerk presented a notice that Attorney Michael Lambert has retired. The town will be pursuing the Sheboygan Falls Firm of Hopp, Neumann & Humke. An email was received from the DOT concerning the method of distribution of the 2025 Road Certification documents, either by mail or electronically. The board's wish is to continue receiving the road certification packet by mail. The clerk has received notice of a Wetland Restoration Project. The project is a partnership between three neighboring

landowners, the US Fish and Wildlife Service, Ducks Unlimited, and the Manitowoc County Soil and Water Department. The project will encompass approximately 5.5 acres of land. The proposed area is on E. Zander Road between Tisch Mills Road and Kasmer Road. The clerk also presented a call report from Constable Liermann. The town applied for the DNR 2024 Recycling Grant and will be receiving \$939.20 for the Basic Award, and \$323.40 for the Recycling Consolidation Grant Award. One half of the consolidation award is returned to the county. The clerk also presented a copy of the Manitowoc County Broadband Report which had been presented at the May 16 Manitowoc County Unit Meeting. A complaint was entered by a resident on North Sunset Drive regarding noise and junk on the neighboring property.

#### PUBLIC INPUT

At the May meeting of the board, Gary Gordon of 9734 Antler Lane was present to ask if he needs a permit to lower the culvert at the end of the driveway about 6". The board said that would be fine if he was just lowering it, but there should be endwalls. Mr. Chalupny was to check it out. Since the meeting, Mr. Chalupny visited the site, but no one was home when he was there. He will call and stop back.

Pat Shebesta and Jerome Wotachek gave a cemetery report and updated the board on their work. Regarding the town sign in front of the hall, stone is \$5 per bag and mulch is \$4.00 per bag. They will go with the mulch. Public input was closed.

#### DON SIEBOLD - SUNRISE LANE DRAINAGE PROBLEM

Kory McKeefry of Precision Drilling would do the drilling on Sunrise Lane; however, he is 1-2 months out. Chairman Stefaniak emphasized that he wants a catch basin there. The cost would be approximately \$2500. Supervisor Anhalt wants the catch basin as low as it will possibly go so as not to impede future road and ditch work.

#### SAMZ ROAD BIL FUNDING PROJECT UPDATE

All signatures have been obtained on the three contracts regarding land acquisition.

#### DISCUSS RETURN OF EXCESS BCPL LOAN FUNDS RE: HILLCREST BRIDGE

The clerk is expecting more information shortly with regard to the invoices remaining on the E. Hillcrest Bridge Project. The matter will be tabled to the July 1 board meeting.

#### BOARD OF REVIEW UPDATE

On June 3, at 6:45, the Board of Review met to adjourn to a later date. The assessment roll is incomplete at this time due to the revaluation. The anticipated Board of Review date is Thursday, October 17, from 6:00 p.m. to 8:00 p.m. at the Town Hall. Open Book is expected on Thursday, October 3, 2024, from 6:00 p.m. to 8:00 p.m., also at the Town Hall.

## LETTER TO COUNTY RE: ARPA FUND PROJECT OBLIGATIONS

Manitowoc County asked the municipalities to inform the county by July 1 of their intentions with regard to the ARPA grant funds being shared by the county. The Town of Mishicot has only one project obligated at this time, and that is the culvert replacement on Barthels Road. A letter will be sent to the county stating the town's intentions. The 50% share of the culvert project will be \$7,126.50. No further ARPA funds will be requested.

## CULVERT AGREEMENT WITH MANITOWOC COUNTY - ARPA 50% GRANT

The town has entered into an agreement with Manitowoc County to fund 50% of the Barthels Road culvert replacement. The total replacement will cost \$14,253.00. Tisler Excavating is the company awarded the contract. Once the project is complete and billed out, the agreement with the county will be completed, and the county will reimburse the project at 50%, \$7,126.50.

## CLASS B ALCOHOL LICENSES FOR CRAZY 8 AND GOOD TIMES

**Supervisor Anhalt moved to approve the Retail Class B Beer and Intoxicating Liquor License for Crazy 8, and also for Good Times upon payment of personal property taxes. Said motion includes approval of the operator licenses for Brooke Gauger and Mark Siebold. Motion seconded by Supervisor DesJarlais. All votes in favor. Motion carried.**

## REVIEW AND POSSIBLE ADOPTION OF RESOLUTION TO AMEND 2024 BUDGET

**Supervisor DesJarlais moved to adopt Budget Resolution 2024-1 amending the 2024 Town Budget. Motion seconded by Supervisor Anhalt. All votes in favor. Motion carried.**

## ADOPTION OF AMENDED NOXIOUS WEED ORDINANCE CHAPTER 10.03(5)

**Supervisor Anhalt moved to repeal and replace Chapter 10.03(5) Noxious Weed Ordinance. Motion seconded by Supervisor DesJarlais. All votes in favor. Motion carried.** The clerk shall post the ordinance on June 4, 2024, and will publish a summary of the ordinance in the Herald Times Report on Monday, June 10, 2024. The ordinance amendment will be effective on the date of publication.

## REVIEW AND POSSIBLE ADOPTION OF CULVERT/DRIVEWAY ORDINANCE 2024-1

Supervisor Anhalt summarized the changes to the Culvert/Driveway Ordinance. If a parcel is more than five acres, it will require a 60' culvert. Under five acres, the board will allow an exception of 40' or less depending upon the business. Further, the 5-acre parcel cannot be farmed with a contiguous parcel. **Supervisor DesJarlais moved to adopt Culvert/Driveway Ordinance 2024-1, which replaces Ordinance 2022-1. Motion seconded by Supervisor Anhalt. All votes in favor. Motion carried.** The clerk will post the ordinance on June 4, 2024.

## MAINTENANCE ISSUES

Mr. Chalupny reported there were issues with the hookup of the new mower. The issues should be resolved shortly. The light outside the hall has been fixed. Mr. Chalupny asked about

replacing the lights in the town shop since we can no longer get bulbs for the present light fixtures. The fixtures can be retrofitted at the cost of \$3800. Energy assistance for replacement fixtures will be looked into. Mr. Chalupny further reported that Tisler is on schedule to replace the Barthels Road culvert at the end of the month. Scott Construction expects to start chip sealing the first week of July.

Ms. Thielbar said there are two residents who have not licensed their dogs. She sent letters to them. She would like permission to send the constable if they do not respond to the letter. The constable fees are \$85, plus \$25 in dog fees. Permission granted.

Ms. Thielbar said Mr. Arkens has requested an address on Barthels Road. She noted he has his permits.

#### REPORTS TO THE BOARD: JEFF, CONNIE, TAMMY, DEAN, ROBERT AND LEE

Supervisor Anhalt has gotten hold of someone from Asplundh regarding the brush deposited in the Two Creeks Road right-of-way. Asplundh said that WPS had hired another contractor and that they were the ones who had left the brush there. Mr. Anhalt, WPS, and Mr. Chalupny will go out and review the brush left in the Two Creeks Road right-of-way.

Supervisor DesJarlais ~~had received a noise complaint.~~ He will meet with the constable and ~~update~~ provide him with copies of previous noise complaints. **(Amended 6/1/24 cst)**

Chairman Stefaniak reported that after two years and eight months, the box is finally being built for the ambulance. Foster Coach has possession of the chassis at this time. It should arrive in August. He further reported that the ambulance service is still looking for part-time EMTs.

#### 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

BIL Funding Project Update; selection of a new attorney; return of excess loan funds; review of budget and budget resolution; Board of Review date reminder

#### ADJOURN

Supervisor Anhalt moved to adjourn the meeting at 7:52 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 1, 2024, at 7:00 p.m.

These minutes were taken at the June 3, 2024, monthly Town board meeting and recorded here on June 30, 2024. These minutes will be board approved at the next town board meeting.

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Connie Tesarik – Clerk