

TOWN OF MISHICOT MONTHLY MEETING MINUTES  
MONDAY, AUGUST 5, 2024, 7:00 P.M.  
MISHICOT TOWN HALL  
710 NORTH STATE STREET

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

Dan Liermann, Malcolm Peroutka, Pat Shebesta, Lee Engelbrecht

PLEDGE OF ALLEGIANCE

Chairman Stefaniak led the board in the Pledge of Allegiance.

APPROVE MINUTES OF THE JULY 1, 2024, BOARD MEETING

The minutes of the July 1, 2024, Board Meeting were reviewed by the board upon e-mailed receipt.

**Supervisor Anhalt moved to approve the minutes of the July 1, 2024, board meeting. Supervisor DesJarlais seconded the motion to approve the July 1 minutes. All votes in favor. Motion carried.**

APPROVAL OF AGENDA AS PRINTED

**Supervisor DesJarlais moved to approve the August 5, 2024, monthly meeting agenda, and recommended moving County Board Supervisor Lee Engelbrecht to speak after Item 6, "Public Input." Supervisor Anhalt seconded the motion with said adjustment. All votes in favor. Motion carried.**

CORRESPONDENCE

A letter was received from the Board of Commissioners of Public Lands recognizing the \$78,215.82 prepayment on the E. Hillcrest Bridge Loan. The bridge loan balance is currently \$61,764.46. The clerk presented the monthly Manitowoc County Zoning Permit Inquiry Listing for June and July. The clerk circulated a Manitowoc County Soil and Water Department survey seeking public input for the 10-year Land and Water Resource Management Plan. Survey deadline is September 24. The Wisconsin DOR has completed the 2024 Statement of Equalized Values by Class and Item. The report shows an 8% increase over 2023. Total real estate equalized value is \$167,815,900. A DSPS letter has been received granting permission to start Building 4 & 5 at the TR Storage at 8832 HWY 147. The June 2024 groundwater well

monitoring report was presented. It showed no exceedances of groundwater quality standards during the period. A letter was received from Manitowoc County Board of Adjustment granting the conditional use permit to Dwight Brubaker to operate a shed and outdoor decoration manufacturing and sales business and to operate a crafts and produce stand in a Rural Residential zone at 35 West Samz Road.

### PUBLIC INPUT

Pat Shebesta reported that the stump has been removed at the Saxonburg Cemetery.

County Board Supervisor Lee Engelbrecht addressed the town board to bring them up to date on the county board's activities. The ½% sales tax has been adopted by an 18 to 6 vote. He is hopeful that the county may be able to cut back on borrowing in the future due to this county sales tax. Had the sales tax not been approved, property taxes would have had to be increased to cover the budget shortfall. If the county property tax does increase, it will not be because of the shortfall. There is no "sunset" clause on the sales tax. The tax begins on January 1, 2025. The sales tax will be 5 ½%, with the ½% going to the county. Without the sales tax, the county would have needed a 12.5% tax increase to cover the shortfall.

### OPENING OF THE USED DITCH MOWER BIDS

Two bids were received for the used ditch mower. 1) Ricky Pietroske - \$300; 2) Lee Kaufmann - \$525. **Supervisor Anhalt moved to accept the bid from Lee Kaufmann in the amount of \$525 for the old mower. Motion was seconded by Supervisor DesJarlais. All votes in favor. Motion carried.**

### SAMZ ROAD BIL FUNDING PROJECT UPDATE

Supervisor Anhalt reviewed the sales studies and appraisals. Randy Moss will be approaching owners with the purchase price we are offering them. The right-of-way costs will be \$17,250 for the town; \$16,150 for the village. This cost does not include the invoices received from the companies for the work done on the land acquisition. There was a short discussion regarding a drain tile near the project, but it should not interfere. There should be more of an update next month. The construction will be going out for bids in February of 2025, with completion in 2025. Rich Glen expects the project will be within the limits that were set for the project.

### LEVY EXCEEDANCE REQUEST FROM ANNUAL MEETING - REVIEW TIME LINE

The clerk presented a time line for the levy exceedance request procedure. It will follow a similar time line from the request made in 2019. Supervisor Anhalt will work on drafting a letter to the town citizens. It is expected that the Special Electors Meeting will be sometime in November, and will be held in conjunction with the town's budget hearing and adoption meetings.

### CATCH BASIN ON SUNRISE LANE

Supervisor Anhalt and Jeff Chalupny shot heights in the proposed area for the catch basin on Sunrise Lane. The area is relatively flat. The board reviewed a proposal from J. Ribley in the amount of \$2,500. Chairman Stefaniak wondered if the water table was too high and the catch basin may not work. He further stated that he would like to see another place where the contractor has done this before. Chairman Stefaniak would like to table this matter until we see another project similar to this one. Supervisor Anhalt asked about doing some ditching in that area. Supervisor Anhalt is not sure it is the town's responsibility to get rid of water in the ditch from the property owners' sump pumps, an issue created by the land owners. He further stated that if the town does install the catch basin, the property owner should pay for at least some of it. Supervisor Anhalt does feel that ditching is the town's responsibility. He suggests ditching and dropping two culverts. Perhaps both solutions would be needed, but the town should try the ditching first. He suggested planning for this in the 2025 budget. His suggestion is to go down 10" between the two driveways. Chairman Stefaniak said the culvert on Steiners Corners Road may be blocked with vegetation. The board will tentatively plan to budget for ditching in 2025.

### NO PARKING SIGNS ON TISCH MILLS ROAD

Supervisor DesJarlais made seven contacts with the residents in the area of Tisch Mills Road between 18317 and 18759 in the area of the church, cemetery, and Crazy 8. Based on the discussions with the contacts made, Supervisor DesJarlais recommends replacing the existing signs and "No Parking Between Signs." Mr. Chalupny will take care of installing the signs.

### FLAG PLACEMENT AT THE TOWN HALL

Jeff Chalupny had not had the opportunity to speak with Koeppel Electric about a flag light. He is also waiting for a response from a company representative selling a 3x5 flag and a solar light. This matter is tabled until the next meeting.

### BRIDGE AID 2024-2025

The clerk received the annual request from the county for bridge aid projects for the period September 2023 to August 2024 with 50% reimbursement to be paid in spring 2025. The only project the town had to report this year was the Stangel Road culvert work done last fall. Since the August board meeting, the clerk has learned that, due to requirements for bridge aid; namely being a county identified structure, the Stangel Road culvert project will not qualify for aid.

### CEMETERY GRAVE DEED TRANSFER - PROGRESSIVE FARMERS CEMETERY

Chairman Stefaniak and Treasurer Thielbar signed the Cemetery Deed Transfer from Helen Bert to Carol Clark one grave plot in Lot 42 of the Progressive Farmers Cemetery. Mrs. Clark is asked to contact Supervisor Anhalt for assistance when a monument will be placed.

## ANNEXATION - DOLLAR LANE 0.205 ACRES

The Town of Mishicot has received a petition for direct annexation from Corner Point surveyors on behalf of Vickie Neuser and Cheryl Reedy to annex 0.205 acres of town Parcel Number 013-236-013-001.00 to the Village of Mishicot. This parcel abuts Dollar Lane. The town will be completing an Annexation Review Questionnaire from the Wisconsin Department of Administration.

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

The clerk presented Budget Resolution 2024-2, as attached hereto. **Motion to adopt Budget Resolution 2024-2 in the amount of \$6,952, made by Supervisor Anhalt. Motion to second by Supervisor DesJarlais. All votes in favor. Motion carried.**

## SEPTEMBER MEETING DATE

Due to the Labor Day holiday, the September meeting date has been moved to Tuesday, September 3, at 7:00 p.m.

## MAINTENANCE ISSUES

Mr. Chalupny reported that Scott Construction will be in the town either Friday or Monday for chipsealing. Tisler is calling in locates on Monday for the Barthels Road culvert.

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

Constable Danny Liermann submitted his monthly report for July. There were two calls and 39 miles submitted for reimbursement. One call was for noise and UTV operation and the second call was for dogs in the lane of traffic.

Jeff reported he is finishing up crackfilling and is cutting grass again.

The clerk reported that she received a notice of payment for the 2-year accounting software program. There will be a price increase of nearly \$500.

The treasurer reported that the town CD is about to mature. The board asked her just do her best in obtaining the best interest rate for the CD renewal

Supervisor Anhalt will be checking with Jake Devine on the phragmites control program progress.

Supervisor DesJarlais attended the zoning meeting for the Zander Road property being developed.

Chairman Stefaniak reported that the ambulance arrival is being delayed another month for radio installation and graphics. The chassis and body are complete. The clerk was instructed to mail

the check for the final payment by the town. Mr. Stefaniak also reported that the culvert on Sturm Road cannot handle the rain, and the driveway keeps washing out. Currently, there is an 18' culvert. He suggested filling the ditch first and then put in a 15' culvert. Mr. Chalupny suggested placing more rip rap in the area to slow the water flow.

#### 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 BIL grant project update; flag and lighting for the town hall; review of the levy limit exceedance request process and letter to town citizens; phragmites control

#### ADJOURN

Supervisor Anhalt moved to adjourn the meeting at 8:30 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 Tuesday, September 3, 2024, at 7:00 p.m.

These minutes were taken at the August 5, 2024, monthly Town board meeting and recorded here on August 24, 2024. These minutes will be board approved at the next town board meeting.

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Connie Tesarik – Clerk

BUDGET RESOLUTION NO 2024-2

A resolution changing the 2024 budget of the Town of Mishicot, Wisconsin, adopted by at least two-thirds majority vote of the entire membership of the TOWN BOARD.

BE IT RESOLVED by the TOWN BOARD of the Town of Mishicot as follows:

**Increase Expenses:**

	Debit	Credit
5111 Town Board Expenses 2023 (Insurance Premium Backcharge)	1,765	
5230 Ambulance (Charge was over Planned Budget)	2,987	
5330 Road Machinery Outlay (Charge was over Planned Budget)	1,750	
5336 John Deere Tractor	<u>450</u>	
	TOTAL	6,952

**Decrease Expenses:**

5156 Property & Liability Insurance		2,500
5157 Workers Compensation Insurance		570

**Excess Revenues Applied:**

4650 Cemetery Lot sales		1,200
Unrestricted Funds Applied		<u>2,682</u>
		6,952

**Transfer from Principle on Long-Term Notes to Interest on Long-Term Notes:**

5610 Principle Long-Term Notes		3,254
5611 Interest on Long-Term Notes *Transfer from Pr. LT Notes	3,254	

RESOLUTION ADOPTED 08/05/2024

Lee Stefaniak  
Chairperson

RESOLUTION ADOPTED 08/05/2024

Connie Tesarik  
Attest - Town Clerk

I, Connie Tesarik, Clerk of the Town of Mishicot, do hereby certify that the attached Resolution is a true and correct copy of the original Resolution required by law to be in my custody and which was adopted by the Town Board of the Town of Mishicot at a meeting held on the 5th day of August, 2024. I further certify that the attached Resolution was posted by me, as required by law, in three public places on the 6th day of August, 2024.

Connie Tesarik  
Connie Tesarik - Clerk