

TOWN OF MISHICOT MONTHLY MEETING MINUTES
MONDAY, AUGUST 4, 2025, 7:00 P.M.
MISHICOT TOWN HALL
710 NORTH STATE STREET

CALL TO ORDER

Chairman Dean Anhalt called the meeting to order at 7:00 p.m. Present were Gordon Augustine, Lee Stefaniak, Tammy Thielbar, and Connie Tesarik.

GUESTS

Steve Bohacek, Dean LeCaptain, and Jerome Wotachek

PLEDGE OF ALLEGIANCE

Chairman Anhalt led the board and those present in the Pledge of Allegiance.

APPROVE MINUTES OF THE JULY 7, 2025, BOARD MEETING AND THE MINUTES OF THE JULY 8, 10, 14, 21, AND 29, 2025 SPECIAL MEETINGS OF THE BOARD

The minutes of the July 7, 2025, Board Meeting and the minutes of the Special Meetings of the Board held July 8, 10, 14, 21 and 29, 2025, were reviewed by the board upon e-mailed receipt.

Supervisor Stefaniak moved to approve the minutes of the July 7, 2025, board meeting and the Special Meetings of the Board held July 8, 10, 14, 21, and 29, 2025. Supervisor Augustine seconded the motion. All votes in favor. Motion carried.

APPROVAL OF AGENDA AS PRINTED

Supervisor Stefaniak moved to approve the August 4, 2025, monthly meeting agenda, including one amendment to correct the resolution number for Inclusion in the Group Health Insurance from Number 2025-02 to 2025-03 . Supervisor Augustine seconded the motion. All votes in favor. Motion carried.

CORRESPONDENCE

Ms. Tesarik presented the following: Planning and Parks monthly zoning report for the month of June; Notice of Planning and Parks Commission hearing regarding requests for rezoning for Boyd Stueck and Paul G. Bertler, Irrevocable Trust. Constable report from Constable Liermann for the month of July. Utility Permit request from TDS to install Fiber Optics in the northern part of the Town of Mishicot

PUBLIC INPUT

Jerome Wotachek mentioned to the board that there is willow brush overtaking the area around the E. Tapawingo Road bridge/culvert. He would like the town to consider what will be done about that before the brush gets too large. Chairman Anhalt noted that he spoke to the owner of the schoolhouse at the corner of E. Tapawingo Road and Saxonburg Road. The owner has agreed to take care of the large dead tree along the road.

STEVE BOHACEK - RE-ZONING REQUEST FOR 8912 STH 147 - 5.284 ACRES FROM GENERAL AG TO SMALL ESTATE AND RURAL RESIDENTIAL - PAUL G. BERTLER IRREVOCABLE TRUST; DRIVEWAY

Steve Bohacek addressed the Mishicot Town Board on August 4, 2025, to request a zone change of 1.376 acres, which includes the house, known as Parcel 1, of a certified survey of property at 8912 State Highway 147 to Rural Residential. He further requests the remaining 3.981 acres, known as Parcel 2 of said certified survey, be re-zoned to Small Estate. After discussion, the following decision was made:

Supervisor Stefaniak moved to approve the rezone request for approximately 1.3 acres, including the house, to Rural Residential and the balance of the parcel, which is approximately 3.9 acres, to Small Estate. Supervisor Augustine seconded the motion. All votes in favor. Motion carried.

The board requested the clerk send a letter of recommendation to the Manitowoc County Planning & Park Department stating the board approves the re-zoning request as stated above.

MARK FUNK NUCLEAR ROAD DRIVEWAY PERMIT

Chairman Anhalt said that Mark Funk would like to connect the house driveway at 1016 Nuclear Road with the shop driveway to the east at 1018 Nuclear Road. He wants to put in an 18" perforated pipe that would span 120 feet maximum. Mr. Anhalt spoke with Tom Lambert. Mr. Lambert said the pipe would be double walled plastic. Tom Lambert was OK with its use and said he would mechanically band it with a heavy plastic band. The area between the two driveways will contain gravel and will create a basin there to handle the water and to allow it to drain into the perforated pipe. Chairman Anhalt suggested a culvert agreement with Mr. Funk. Mark Funk would need to sign an agreement that states he will be responsible for the culvert and for any repairs and replacement should there be town road construction in that area. The Town Board was OK with the culvert with the signing of a culvert agreement between the Town of Mishicot and Mark Funk.

SCHMEICHEL - SANDY LANE PROPERTY ACCESS EASEMENT AND RIGHT OF WAY

The Schmeichel family is making plans to log their property on Sandy Lane. The property is currently accessed through an easement; however, the easement is not sufficient nor is it

positioned to allow for logging equipment. Chairman Anhalt is working with the landowners involved.

ALCOHOL OPERATOR LICENSES FOR PARMA, SCHLEIS, AND BARTA

Supervisor Stefaniak moved to approve alcohol operator licenses to the following: Operator License No. OP-2025-1 to Sylvester Parma; Operator License No. OP-2025-08 to Anthony Barta; and Operator License No. OP-2025-09 to Betty Schleis. Motion seconded by Supervisor Augustine. All votes in favor. Motion carried.

APPOINT AMBULANCE TOWN REPRESENTATIVE AND VOTING MEMBER - LEE STEFANIAK

Chairman Anhalt moved to appoint Lee Stefaniak to represent the Mishicot Town Board on the Mishicot Area Ambulance Service, with Dean Anhalt as alternate. Motion seconded by Supervisor Augustine. All votes in favor. Motion carried.

CEMETERY PLOT PURCHASES ON ST. JOHN (MAACK) CEMETERY - GRISWOLD AND LEHRMANN

Supervisor Stefaniak moved to approve the cemetery plot purchases on St. John Cemetery as follows: One plot in Lot 32 to Judy Griswold and Jon Marksell and one plot in Lot 32 to James and Linda Lehrmann. Motion seconded by Supervisor Augustine. All votes in favor. Motion carried.

NO-PARKING SIGN REPLACEMENT ALONG TISCH MILLS ROAD BETWEEN ST. ISIDORE CHURCH AND CRAZY 8

Discussion took place regarding No Parking signs in the area of St. Isidore Church and Crazy 8.

SAMZ ROAD BIL PROJECT UPDATE

Chairman Anhalt noted to Vinton Construction that there is a plot of the invasive species Phragmites in the construction area and requested that construction equipment avoid disturbing the plot to avoid spreading it further. Vinton's Project Manager, Don Rabitz, responded that the Phragmites are behind the slope intercepts and in designated wetland. He further stated that they will not have equipment in that area. Chairman Anhalt's request shall be noted in their construction journal.

ADOPT RESOLUTION NO. 2025-02 BCPL BORROWING RESOLUTION RE: SAMZ ROAD CONSTRUCTION

Chairman Anhalt, having read the full preamble and resolutions to the town board members and to those in attendance at the August 4, 2025, regular town board meeting of

the Town of Mishicot, moved for adoption of the following: That the town board supervisors of the Town of Mishicot in the County of Manitowoc, in accordance with the provisions of Chapter 24 of the Wisconsin Statutes, do hereby make application for a loan of One Hundred Twenty-five Thousand and no/100 Dollars (\$125,000.00) from the Trust Funds of the State of Wisconsin for the purpose of financing roadwork. The loan is to be continued for a term of 10 years from the 15th of March preceding the date the loan is made. The loan is to be repaid in annual installments as provided by law, with interest at the rate of 6.00% per annum.

The town board further adopted a resolution levying upon all the taxable property in the Town, a direct annual tax sufficient in amount to pay the annual installments of principal and interest as they fall due, all in accordance with Article XI, Sec. 3 of the Constitution and Sec. 24.66(5), Wisconsin Statutes.

Motion was seconded by Supervisor Augustine. Roll Call Vote indicated the following: Chairman Anhalt - Aye; Supervisor Stefaniak - Aye; Supervisor - Augustine - Aye. All votes in favor. Motion carried.

Chairman Anhalt and the Town Board indicated that 50% (\$62,500) disbursement of the loan proceeds will be requested on October 15, 2025, with the remaining 50% (\$62,500) being disbursed on December 1, 2025.

DISCUSSION REGARDING UTILIZATION OF THE PLAN COMMISSION

Chairman Anhalt rewrote the Plan Commission ordinance to pertain only to the Land Use Comprehensive Plan updates. He asked that the changes be adopted at the September 2 regular board meeting.

DISCUSSION AND POSSIBLE ACTION REGARDING RESIDENTIAL JUNK PROPERTY IN THE TOWN

Chairman Anhalt and the board discussed possible action regarding the junk properties located at Tapawingo Road and Saxonburg Road, and a property located on N. Sunset. Mr. Anhalt will talk with the property owners. Any further action will be discussed at the September 2 regular board meeting.

REVIEW 2025 BUDGET AND DISCUSSION; POSSIBLE RESOLUTION TO ADJUST 2025 BUDGET

The clerk presented Budget Resolution 2025-1 amending the 2025 budget. **Supervisor Stefaniak moved to adopt Budget Resolution 2025-1 as presented by the clerk. Motion seconded by Supervisor Augustine. All votes in favor. Motion carried.**

DISCUSSION AND POSSIBLE ACTION RE: HIRING NEW ROAD SUPERINTENDENT

Chairman Anhalt told Dean LeCaptain that the job offer still stands, including the two weeks of vacation after 30 days. Dean LeCaptain accepted the offer. His start date will be Monday, August 18. Supervisor Augustine will be here to get him started and to begin training.

DISCUSSION AND POSSIBLE ADOPTION OF RESOLUTION NO. 2025-3 “RESOLUTION FOR INCLUSION UNDER THE WISCONSIN PUBLIC EMPLOYERS’ GROUP HEALTH INSURANCE PROGRAM.”

Supervisor Stefaniak moved to adopt Resolution 2025-3 “Resolution for Inclusion Under the Wisconsin Public Employers’ Group Health Insurance Program,” choosing Program Option High Deductible Health Plan HMO-Standard HDHP PPO w/Dental, P07. Motion seconded by Supervisor Augustine. All votes in favor. Motion carried.

The town’s effective date will be January 1, 2026, per the Wisconsin Public Employers’ Group Health Insurance Program.

Chairman Anhalt requested a motion to appoint Connie Tesarik as agent for the WPE Group Health Insurance Plan with Tammy Thielbar as an alternate. Motion made by Supervisor Stefaniak and seconded by Supervisor Augustine. All votes in favor. Motion carried.

DISCUSSION REGARDING TOWN’S SAFETY MANUAL AND GRIEVANCE PROCEDURES

Supervisor Augustine moved to approve the revisions to the town Safety Manual as presented with minor changes to tool safety and smoking/vaping. Motion seconded by Supervisor Stefaniak. All votes in favor. Motion carried.

The matter of revisions to the Town’s Grievance Procedure is tabled to the September 2 meeting.

UPDATE REGARDING STORM SEWER AT TISCH MILLS BANK

Virgil Schleis signed the sewer connection agreement as presented to him by Mr. Anhalt.

OPEN BOOK 7/31 AND BOARD OF REVIEW 8/7 REMINDERS

Chairman Anhalt and Supervisor Augustine attended Open Book and reported that it went well. Board of Review is scheduled for Thursday, August 7, 2025, from 6:00 p.m. to 8:00 p.m. at the Mishicot Town Hall.

UPDATE ON PERSONAL PROPERTY PARCELS

Assessor Melissa Daron will have an update on the personal property parcel issues at Board of Review on Thursday’s meeting.

MAINTENANCE ISSUES INCLUDING TRUCK REPAIRS

Supervisor Augustine will be replacing the fuel tank on the IHC. Repairs will be made to the newer plow truck; cylinder will be fixed on the grader.

REPORTS TO THE BOARD CONNIE, TAMMY, DANNY, DEAN, GORDON, AND LEE

Chairman Anhalt sent an email to TDS with some questions he would like answered before the utility permit would be issued for the fiber installation in the Tisch Mills area. Treasurer Thielbar reported that an NSF check had been returned and that there were bank charges of \$10.00; however, the town has a policy of \$30 for a returned check. The board said the town's fees for an NSF check stand. Supervisor Augustine received quotes for equipment fluids from Car Quest; the Co-op; and from Halron. He was informed that some fluids are best not kept long-term. He will be making fluid purchases from Car Quest Two Rivers Automotive. Supervisor Augustine also reported that there may be a bad culvert on Zander Road near Madden. Scott Construction's patching looks good. However, in one area on Saxonburg Road the patch is built up on both sides of the road, and now water stands in the center. Trucks have torn up an area of Division and Sturm. Supervisor Stefaniak asked about the road grinding and relaying done on Highway B and wondered if that would work on the town roads as a permanent fix. Supervisor Augustine was not certain it would because the town road blacktop is thinner. Chairman Anhalt received a call that trucks were tearing up Cherney Road. Chairman Anhalt noted that it seems that the patching on Gesser Lane might not be adhering. Mr. Anhalt discussed a driveway culvert for Bradley's as part of the Samz Road project.

APPROVE THE FINANCIAL REPORT

Supervisor Stefaniak moved to approve the financial report as presented by the clerk. Motion seconded by Supervisor Anhalt. All votes in favor. Motion carried.

MOTION TO PAY THE BILLS

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

ITEMS FOR NEXT BOARD MEETING

Samz Road BIL grant update; Plan Commission ordinance; adopt updated Grievance Procedure; Board of Review followup; discussion and possible action regarding levy increase request; junk properties

ADJOURN

Supervisor Stefaniak moved to adjourn the meeting at 9:05 p.m. Motion was seconded by Supervisor Augustine. All votes were in favor. Motion carried.

The next regular meeting of the town board will be on **TUESDAY**, September 2, 2025, at 7:00 p.m. These minutes were taken at the August 4, 2025, monthly town board meeting and recorded here on August 10, 2025. These minutes will be board approved at the next regularly scheduled town board meeting.

Connie Tesarik - Clerk