

TOWN OF MISHICOT MONTHLY MEETING MINUTES
MONDAY, NOVEMBER 3, 2025, 7:00 P.M.
MISHICOT TOWN HALL
710 NORTH STATE STREET, MISHICOT, WI

CALL TO ORDER

Supervisor Lee Stefaniak served as chairman in Mr. Anhalt's absence. Supervisor Stefaniak called the meeting to order at 7:00 p.m. Present were Gordon Augustine, Lee Stefaniak, Tammy Thielbar, Connie Tesarik, and Dean LeCaptain. Dean Anhalt was absent and excused.

GUESTS

See attached listing of guests.

PLEDGE OF ALLEGIANCE

Supervisor Stefaniak led the board and those present in the Pledge of Allegiance.

A moment of silence was held in memory of former town board chairman and District 20 County Board Supervisor Charles (Chuck) Hoffman who passed away October 11, 2025.

APPROVAL OF MINUTES OF THE OCTOBER 6, 2025, BOARD MEETING

The minutes of the October 6, 2025, Board Meeting were reviewed by the board upon e-mailed receipt.

Supervisor Augustine moved to approve the October 6, 2025, board meeting minutes. Supervisor Stefaniak seconded the motion. All votes in favor. Motion carried.

APPROVAL OF THE AGENDA AS PRINTED

Supervisor Stefaniak moved to approve the November 3, 2025, monthly meeting agenda. Supervisor Augustine seconded the motion. All votes in favor. Motion carried.

CORRESPONDENCE

The clerk presented correspondence received since the October 6 meeting. Compliance Statement from the Department of Safety and Professional Services (DSPS) filed for plan review for TR Storage Building Number 6; Constable Report for the month of October - dog calls; WisDOT Local Official Meeting Notice via the internet on Wednesday, November 5, at 5 p.m., regarding Highway 147, Two Rivers, to Maribel in 2029, mainly mill and overlay with new asphalt; a solicitation from Total Energy Systems regarding generators; Deputy Sheriffs and Constables Association meeting on Thursday, November 4, at 6:30 p.m.; Electronic Recycling

notice for Saturday, November 8, from 9:00 to noon at the Mishicot Village Park

PUBLIC INPUT

Mike Koeppel reported that the deeds for correcting the Antler Lane ROW are done. Mr. Stefaniak asked that the approval of the deeds be placed on the December 1 agenda.

There has been no news regarding the hump in the blacktop on Sunrise Lane.

Gary Novitski thanked the board for having the meeting minutes posted in a more timely manner on the website. The clerk normally waited for board approval of the minutes before posting. Recognizing that the minutes are not timely, and at the request of Mr. Novitski, the clerk has begun posting them in draft form. Minutes are always approved by the board at the next monthly town board meeting and could be amended by the board prior to approval.

Brian Benzinger noted that the ditches are looking good and also noted the good job being done on road patching. He said that things are looking better.

Supervisor Stefaniak gave an update on the Ambulance Service. He informed those present that the Ambulance and Fire Departments are in need of more help and that they are short of qualified people.

WESLEY MILLER - CONDITIONAL USE PERMIT REQUEST FOR 2220 E. CTH V

Mr. Wesley Miller has applied for a Conditional Use Permit for Tax Parcel No. 0013-132-012-002.03, located at 2220 E. CTH V, Mishicot for the purpose of operating a welding, metal fabricating and sales, agricultural equipment repair, sales and rentals, and automotive repair. This parcel is currently zoned GA, General Agricultural.

After discussion, the following motion was made:

Supervisor Augustine moved to approve the Conditional Use Permit as described and to send a letter to Planning and Parks to inform them of the town's approval. Motion was seconded by Supervisor Stefaniak. Votes were as follows: Ayes: 2; Nays: 0; Absent and excused: 1. Motion carried.

Chairman Anhalt is aware of Mr. Miller's request for a CUP and approves the sending of a letter to Manitowoc County Planning and Parks indicating the town board's approval of Mr. Miller's request.

SAMZ ROAD BIL PROJECT UPDATE

Chairman Anhalt is still working on getting two power poles moved.

UPDATE ON BCPL BORROWING RESOLUTION - \$165,000 - SAMZ ROAD CONSTRUCTION

The board has submitted a request for loan disbursement and expects to receive the loan funds within a week or two.

ASSMAN ROAD BRIDGE - EMERGENCY REPAIR AND ROAD CLOSURE UPDATE

Supervisor Augustine expects that the road and bridge will be open by November 14 if they can get the trees and brush cleaned up.

ARIP PROGRAM - \$30 MILLION TARGETED TO BRIDGE AND CULVERT REPAIR THROUGH THE LOCAL BRIDGE AND CULVERT IMPROVEMENT PROGRAM

Since Chairman Anhalt is not present and is researching this subject, Supervisor Stefaniak tabled this report until the December 1 meeting.

FIRE DEPARTMENT BUDGET UPDATE

The clerk reported that since the contracts for 2026 have already been signed, no changes would be requested in the Fire Department contracts at this time.

MISHICOT AREA AMBULANCE SERVICE CONTRACT

Supervisor Stefaniak tabled the Mishicot Area Ambulance Service contract to the December 1 meeting when Chairman Anhalt is present.

EMERGENCY OPERATIONS PLAN UPDATE

The clerk noted that she has not had the time necessary to update the Emergency Operations Plan and asked that it be tabled until December 1.

BUDGET RESOLUTION 2025-02

Supervisor Augustine moved to adopt Budget Resolution No. 2025-02, amending the 2025 Mishicot Town Budget. Motion was seconded by Supervisor Stefaniak. Votes were as follows: Ayes: 2; Nays: 0; Absent and excused: 1. Motion carried.

BUDGET HEARING

The 2026 Budget Hearing is scheduled for Monday, November 17, 2025, at 6:00 p.m., at the Mishicot VFW Hall, 314 W. Main Street, Mishicot, with a Special Meeting of the Electors to follow.

MEETING DATE SET FOR THE SPECIAL MEETING OF THE ELECTORS

There will be a Special Meeting of the Electors regarding a request for a \$200,000 levy increase for 2025 tax bills - November 17, 2025, at 6:00 p.m., immediately following the 2026 Budget Hearing. The meeting location will be the Mishicot VFW Hall, 314 W. Main Street, Mishicot.

PREMIUM ONLY PLAN FOR EMPLOYEE HEALTH INSURANCE

The clerk will be gathering information regarding a Premium Only Plan for our full-time employee. This is a required legal plan when an employer wishes to offer their qualified employee a pre-tax health premium deduction from their paycheck. This matter will be discussed further at the December 1 meeting.

CALCULATE VILLAGE ROAD SALT PURCHASE PRICE FOR 2025-2026

In recent years, the Village of Mishicot has been purchasing clear salt from the town. The charge for salt will be \$91.25 per ton, which is the same price the town pays. Separate charges would apply if a sand and salt mixture is requested by the village.

ROAD CROSSING SIGNAGE AT TISCH MILLS ROAD AND ZANDER ROAD INTERSECTION

Supervisor Augustine reported that a child crossing signs for Tisch Mills Road and Zander Road are on order. The posts are already in the ground.

DISCUSSION AND ACTION REGARDING PERSONAL PROPERTY ON THE TAX ROLL

A letter was sent to the Department of Revenue regarding the issue of how personal property value is to be moved onto the real property roll. A response from the DOR was received on October 31. Further update on this matter will be given at the December 1 board meeting.

MAINTENANCE ISSUES

Mr. LeCaptain was complimented on several occasions for the good job done ditch mowing this fall. Tree and brush cutting is still being done. Dean LeCaptain and Jim Garber will be trained for snow plowing. Lee Kaufmann has said he would come in if needed.

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

The clerk reported that a \$200 check will be paid to the town from Focus on Energy for the retrofitting of the shop lights. The WTA Manitowoc County Unit Christmas Party will be December 4 at 7 Lakes in Whitelaw. Please let the clerk know if you plan to attend so that she can send in the RSVP. Tammy will have the tax letter insert prepared for the next meeting. There was a report of trees down on E. Tapawingo Road. Dean LeCaptain has taken care of it. Supervisor Augustine reported the bridge will be opening soon on Assman. He will also be

training snow plow drivers. Tree work will continue. Supervisor Stefaniak reported on the Ambulance Service. As stated earlier in the meeting, qualified help is needed. There was also a personnel change. There will no longer be an ambulance director. Bonnie Timm, clerk from the Town of Two Rivers, has agreed to work as a bookkeeper for the Ambulance Service and has prepared a budget for the service.

APPROVE FINANCIAL REPORT

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

MOTION TO PAY 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 project update; update and action regarding personal property on the tax roll; Emergency Operations Plan Review; Antler Lane deed approval; ARIP and other road grants; Premium Only Plan; tax bill insert; Ambulance contract; re-appoint poll workers for the next election cycle; discussion on AI center and solar developers in the area; replace town hall copier; employee review and evaluation - closed session

ADJOURN

Supervisor Augustine moved to adjourn the meeting at 7:49 p.m. Motion was seconded by Supervisor Stefaniak. All votes were in favor. Motion carried.

The next regular meeting of the town board will be on Monday, December 1, 2025, at 7:00 p.m.

These minutes were taken at the November 3, 2025, monthly town board meeting and recorded here on November 24, 2025. These minutes will be board approved at the next regularly scheduled town board meeting.

Connie Tesarik - Clerk