

**TOWN BOARD MEETING MINUTES
FROM August 7, 2023, 7:00 PM
HELD AT THE TOWN OF SHEBOYGAN FALLS TOWN HALL**

PUBLIC HEARINGS: Rezone Request – Steve & Joann Harrison (59026383250) – The public hearing was opened at 7:00pm. Steve Harrison explained he purchased this 14.3 acre parcel from the county's foreclosure sale a number of years ago. He has no plan to build a home on the property as they use it for recreation but would like to put a heated pole shed up. He is requesting it to go to A-4, instead of A-2. No questions or comments from the audience members. The public hearing was closed at 7:06pm.

Land Division and Rezone Request – Scott Barthels (59026383280) – The public hearing was opened at 7:06pm. Scott explained that he is trying to clean up some boundary issues with neighboring parcels, sell the farmland and retain the 2.46 acre corner lot and rezone that to R-1. Ronald Meinnert stated Scott has always been a good neighbor and helped keep water from backing up on his farmland north of CTH J. Scott replied he is working with the DNR & Wagner Excavating to get a permit to fix the water issue, including installing a new culvert 2 feet deeper under the driveway that serves N6873 Meadowlark Rd. Ron stated he had no other issues. No other questions or comments from the audience. The public hearing was closed at 7:16pm.

Zoning Correction Request – Town of Sheboygan Falls (59026383285) – The public hearing was opened at 7:16pm. During the Scott Barthels request review, the Clerk discovered 59026383285 was zoned R-2, single family sewer. However, it is not located anywhere near sewer service and it is a 2-family home. The owner was notified of the desired corrections. No one in attendance had any questions or comments and owner was not in attendance. The public hearing was closed at 7:17pm

Chairman Theobald called the Town Board meeting to order at 7:17 PM.

Board members present were Chairman Lyman Theobald, Supervisors: Gerald Meyer, Carol Leannah, Jim Hanke and Adam Luebke. Also in attendance were Clerk / Treasurer Jeanette Meyer and audience members.

COMPLIANCE WITH THE OPEN MEETINGS LAW – Notices were posted 10:30 am Thursday, August 3, 2023, at the Town of Sheboygan Falls Town Hall and on the Town's website.

APPROVAL OF MEETING MINUTES FROM July 5, 2023, Town Board Meeting - A motion to approve the minutes from the July 5, 2023 Town Board Meeting as printed was made by Leannah, seconded by Meyer. Motion carried 4-0.

TREASURERS REPORT- The Treasurer's Report and Deposit Report were presented. A motion to approve the Treasurer's report as presented and the July Deposit Report was made by Leannah, seconded by Hanke. Motion carried 4-0.

DISCUSSION AND POSSIBLE ACTION ON THESE ITEMS:

- a. Approval of Rezone Request – Steve & Joann Harrison (59026383250) – The Board was copied on the July 6, 2023, Plan Commission meeting minutes. The Plan Commission

recommended approving the rezone request. The property was approved for a septic for a 3 bedroom home so Steve plans to also have a bathroom and kitchen in the new shed. He will have to drill a new well. He would like to add a north driveway if he purchases more land from the neighbor. That additional driveway would have an easement for access for the farmer as HWY 32 has no new driveways. A motion to approve the rezone request for 14.3 acres from A-2 (Agricultural Land District) to A-4 (Limited Development Agricultural District) with a condition that the camper be moved after the shed is built was made by Meyer, seconded by Luebke. Motion carried 4-0.

- b. Approval of Land Division and Rezone Request – Scott Barthels (59026383280) – The Board was copied on the May 4, 2023, Plan Commission meeting minutes. The Plan Commission recommended approving the land division and rezoning requests once the driveway easement was corrected. The Clerk has received a copy of the correction recorded with the register of deeds. A motion to approve the land division and rezone request to divide and merge with adjoining parcel 383285 .46 acre (Parcel A) and rezone from A-1 to R-3, divide and merge with adjoining parcel 383286 .51 acre (Parcel B) and .39 acres (Parcel C) and rezone from A-1 to R-1. Retain 2.46 acres (Lot 1) zoning to R-1 and sell the remaining 12.23 acres zoning to remain A-1 was made by Luebke, seconded by Meyer. Motion carried 4-0.
- c. Approval of Zoning Correction Request – Town of Sheboygan Falls (59026383285) – The Board was copied on the May 4, 2023, Plan Commission meeting minutes. The Plan Commission recommended approving the zoning correction. The property owner was sent a letter and no response was received. A motion to approve the zoning correction request to rezone from R-2 to R-3 was made by Leannah, seconded by Luebke. Motion carried 4-0.
- d. Possible Award for New Garbage & Recycling Contract, effective 1/1/2024– A motion to take the item off the table was made by Meyer, seconded by Leannah. Motion carried 4-0. Waste Management & Harter’s Inc submitted proposals to provide garbage & recycling pickup for the Town of Sheboygan Falls. Supervisor Leannah provided a cost analysis to the Board to help see the long term pricing. Waste Management was the cheaper over the 5 year term. A motion to accept Waste Management’s proposal was made by Hanke, seconded by Meyer. Motion carried 3-0. Luebke abstained.
- e. Town of Sheboygan Falls Employee Assistance Plan – A motion to take the item off the table was made by Luebke, seconded by Leannah. Motion carried 4-0. The Clerk did reach out to Aurora for an updated quote, the quote did not change and because this isn’t tied to insurance, there is no enrollment period. This wasn’t a budgeted item. A motion to approve enrolling up to 42 employees into the Advocate Aurora Employee Assistance Program for the 1-6 session level at \$52.29 per employee with the funds to come from the additional interest income received for 2023 was made by Leannah, seconded by Luebke. Motion carried 4-0. Adam will be the fire department contact.
- f. Submitted Complaint – Thomas Graefe’s Neighboring Property Concerns - A written complaint was received from Thomas Graefe, W2137 Shamrock Dr about a number of concerns about his neighbor’s property at W2133 Shamrock Dr. No one was in attendance to discuss. The Board did look at the aerial view from the County’s I-map but really couldn’t see much. A number of the items appears to be civil matter as they are not located in the right of way. The Clerk was asked to invite Mr. Graefe to a future meeting with current pictures.

- g. New Financing for \$300,000 Loan to Cover Road Projects – The Clerk presented rates for a 2 year \$300,000 loan to help cover this year's road projects from National Exchange Bank & Trust for 5.15% and the Board of Land Commissioners for 5.75%. A motion to obtain financing for a 2 year, \$300,000 loan thru National Exchange Bank & Trust at 5.15% was made by Leannah, seconded by Luebke. Motion carried 4-0.
- h. County Bridge Aid Petition – Alpine Rd Culvert Replacement from 2022 – A motion to sign the County Bridge Aid Petition of the Town of Sheboygan Falls for Culvert on Alpine Rd for reimbursement of \$14093.00 was made by Hanke, seconded by Meyer. Motion carried 4-0.
- i. Approval of Salt Bunker Cover – Chairman Theobald shared the pricing he received from KSI for plastic sheeting and tire slices to cover the salt for now, until a more permanent roof can be installed. After much discussion a motion to approve 200 tire slices and a roll of 32 x 200 plastic sheeting was made by Leannah, seconded by Luebke. Motion carried 4-0. Chairman Theobald will keep working on a more permanent roof solution.
- j. Highland Hills Master Site Grading Plan Amendment #3 – During the Phase 1 review of Lot 80 in Highland Hills performed by Terratec Engineering, they discovered the lot was not graded to match the original approved Master Site Grading Plan submitted by Kapur. A motion to withhold any new home permits, if legal, for these affected lots until there is resolution was made by Meyer, seconded by Hanke. Motion carried 4-0.
- k. Possible Ordinance Violations – N6956 Bridgewood Rd – Constable Aaron Strassburger has received a complaint about the accumulation of misc building materials at this property. He provided a few pictures taken from the road. The property is zoned A-2 but it appears the materials may be coming from a business operation elsewhere. There also appears to be piles on the neighbor's property. The Clerk was asked to send out inviting the owners to the next meeting to discuss.
- l. Move September Meeting due to Labor Day – A motion to move the September meeting to September 5, 2023 was made by Hanke, seconded by Leannah. Motion carried 4-0.
- m. Approval of New Operators Licenses – All paperwork was in order. A motion to approve a new operator license for Thomas Halbach, Hailey Cash & McKenna Raye Ferry was made by Meyer, seconded by Hanke. Motion carried 4-0.
- n. Playbird Rd Reconstruction Project Updates– The Clerk reported that Alliant has internal approval and DOT approval to bore under HWY 32 - still no tentative schedule. AT&T and TDS have confirmed receipt of plans – no tentative schedule. WPS is set to start any day. The tree removal bids are due August 30, opening and possible awarding September 5. All of the Permanent Construction Grading Easement have been returned – waiting to hear back from Town Counsel as to next step.

o. Road Maintenance –

1. Hoffmann Rd – Chairman Theobald met with Gregg Wagner last Thursday, he has promised a start date of August 14.
2. Woodland Rd Bridge – Wagner has promised Chairman Theobald the project will be done by the September 1.

- Scott's Construction did their cold mix asphalt work on Pinehurst Ct and Gregory Pl and Meadowlark Rd (CTH O to Woodland Rd). Supervisor Luebke reported the manholes on Pinehurst Ct were left very deep. (Scotts did try to work with the Sheb Falls DPW but was unable to get their pro rings.) It will need to be addressed.

CONSTABLES REPORT- Constable Strassburger reported he received a call about cleaning up a dead deer – the Town doesn't provide that service. He also received a call about a resident filling in the ditch on Wren Ln. He received a call about a tree on Alpine Rd that was leaning over the road north of the bridge which he contacted the Clerk about that day and he reported about a large dead ash tree close to the road on the Alliant Peaker Plant.

FIRE DEPARTMENT REPORT – JFD: Noone in attendance – no report.
TSFFD: Supervisor Luebke reported he is working with AChappa to remove the canopy from the fire department building. He also provided up dated insurance replacement values.

CHAIRMAN / ADMINSTRATOR REPORT – The Chairman reported letters were sent out to a resident about filling in the ROW without a permit and to another resident about a tree leaning over the road. The tree has been taken care.
The Clerk reported she has received a number of calls about the weeds on the property of the corner of CTH C & Meadowlark Rd however they are in the CTH C ROW, residents need to call the county or reach out to their county board supervisor. She also reported on the 7/21 WTA meeting she attended.

SUPERVISORS REPORT –Nothing to report.

Discussion and Approval of this month's bills – A motion to approve the bills to be paid in August was made by Luebke, seconded by Leannah. Motion carried 4-0.

ADJORNMENT – Motion to adjourn was made by Meyer, seconded by Leannah. Meeting adjourned at 9:22 pm.

Respectfully submitted,

Jeanette M. Meyer, Administrator/Clerk/Treasurer
Town of Sheboygan Falls