

TOWN BOARD MEETING MINUTES
FROM October 2, 2023, 7:00 PM
HELD AT THE TOWN OF SHEBOYGAN FALLS TOWN HALL

Chairman Theobald called the Town Board meeting to order at 7:00 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 1:00 pm Wednesday, September 27, 2023, Amended agenda was posted 2pm Thursday, September 28, 2023 at the Town of Sheboygan Falls Town Hall and on the Town's website.

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

DISCUSSION AND POSSIBLE ACTION ON THESE ITEMS:

- a. Approve Sheboygan County Sales Revenue – Sharing for Transportation Infrastructure Maintenance 2024 Intergovernmental Cooperative Agreement – The estimated amount the Town will receive in 2024 is \$46,678. A motion to approve the Sheboygan County Sales Tax Revenue – Sharing for Transportation Infrastructure Maintenance 2024 Intergovernmental Cooperative Agreement was made by Leannah, seconded by Hanke. Motion carried 4-0.
- b. Lot 62 Highland Hills – Missing Culvert Issue - Josh Posthuma from Posthuma Homes was in attendance to discuss missing culvert resolution with the Board. After the September meeting the Town Engineer was asked to review the grades / need for a culvert on Lot 62, which Posthuma agreed to pay. The Board was copied on Craig's response. Josh Posthuma was allowed time to address the Board with their own proposal and then requested a smaller culvert diameter. A motion to have Craig review diameter requirement and following his recommendation for the required installation of a culvert on Lot 62 was made Hanke, seconded by Leannah. Motion carried 4-0.
- c. Salt Bunker Roof – Supervisor Luebke reported he has found one supplier to date for a permanent roof for the bunker but it would need to be custom ordered. A budget number of \$10,000 will be added to the 2024 budget.
- d. New Operator's License – Ken Yurk – A paperwork was in order. A motion to approve a new operator license for Ken Yurk was made by Leannah, seconded by Luebke. Motion carried 4-0.
- e. Playbird Rd Reconstruction Project Updates– The Clerk reported that Alliant still has not provided a tentative schedule. AT&T has a start date of 10/15 and TDS have confirmed they

need to move 2 pedestals and some cable but are choosing to do so next year after stumps are removed. Preconstruction meeting for the Tree Removal is scheduled for 10/5 at 10am at the west end of project on Playbird Rd. Final plans are completed and a tentative schedule for bids will be publishing December 4 & 11, bids due January 8, 2024 @5 pm, bids opened and awarded February 5,2024.

- f. Approval of Electronics Collection & Recycling Agreement – COM2 Recycling Solutions approached the Clerk about providing a gaylord container to collect electronic recycling items. They would provide a gaylord, free of charge, and come pick up when full. They would like a 3-year agreement. The Clerk also asked them about an e waste drive but they had not done anything like that to date. The Board was not interested in adding managing ewaste deposits to the Clerks task list. A motion to have the Clerk pursue another ewaste drive provider was made by Luebke, seconded by Hanke. Motion carried 4-0.
- g. Road Maintenance –
1. Woodland Rd Bridge – Wagner has started, estimated 2 weeks to completion.
 2. Highland Rd Culvert – Chairman Theobald received a call about a hole starting in the road near the northern most culvert on Highland. The culvert will need to be replaced.

CONSTABLES REPORT- Constable Strassburger was in attendance. He reported he has been seeing activity in the park again.

FIRE DEPARTMENT REPORT – JFD: Noone in attendance – no report.

TSFFD: Supervisor Luebke reported the Town of Sheboygan Falls Fire Department’s open house is 10/9, 6pm at the Sheboygan County Airport.

CHAIRMAN REPORT – The Chairman reported he will be taking the snowplowing contract to Wagner next week for signatures.

Administrator Report – Meyer reported she has received a preliminary plan for a new roundabout at CTH TT & CTH C. She is waiting for an answer to some questions and will then share with the Fire Department.

The Town Attorney sent a letter to the Developer of Highland Hills regarding growing grading issues. No response to date.

3 new homes permits have been submitted in the last month.

SUPERVISORS REPORT –Supervisor Leannah offered to help redo the Town’s newsletter to expand the Right of Way information to help residents understand Town’s responsibilities and authorities.

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

ADJORNMENT – Motion to adjourn was made by Luebke, seconded by Leannah. Meeting adjourned at 8:15 pm.

Respectfully submitted,

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