

**TOWN BOARD MEETING MINUTES**  
**FROM November 6, 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 11:30 am Thursday, November 2, 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 Meyer, seconded by Luebke. 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 October Deposit Report was made by Hanke, seconded by Leannah. Motion carried 4-0.

**DISCUSSION AND POSSIBLE ACTION ON THESE ITEMS:**

- a. Approval of 2024 Joint Powers Agreement County 911 Emergency System – A motion to approve the 2024 Joint Powers Agreement County 911 Emergency System was made by Meyer, seconded by Leannah. Motion carried 4-0.
- b. Driveway Permit Request – N6242 Alpine Rd / Dan Nack - Dan Nack has applied for an additional driveway / culvert for the property at N6242 Alpine Rd. This would make 4 entrances to this parcel along Alpine Rd. This proposed driveway will serve their horse barn and will be close to an existing DNR mapped wetland. The Clerk did ask for a delineation to make sure it will not be located within the DNR wetland or buffer. Dan forwarded an email from Chad Fradette from EvergreenWis with an aerial view and measurements. Dan inquired if he could install 1 long culvert from his garage driveway to the south in order to avoid the 4<sup>th</sup> driveway issue. It might be allowed but Dan would need to sign the permit with a condition that a clean out would be needed and he would be responsible for any future cleanouts, if needed. A motion to table until proper DNR paperwork and sketch are submitted was made by Leannah, seconded by Hanke. Motion carried 4-0.
- c. Salt Bunker Roof – Clerk Meyer visited Town of Eaton, Manitowoc County's salt shed. It was constructed by Structures Unlimited. She shared the picture with the Board. No action taken.
- d. Playbird Rd Reconstruction Project Updates– The tree removal was completed last week. Chairman Theobald reported a lawn was rutted at W2256 Playbird and the ditch damaged preventing drainage along the road, near the Pigeon River Bridge. The Clerk was asked to contact the contractor to request repair. The Clerk reported she spoke with Ben Reisen from Alliant last week, he stated they will move late fall or early winter. 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. Final plans are completed and a tentative schedule for bids will be published December 4 & 11, bids due January 8, 2024 @5 pm, bids opened and awarded February 5, 2024.

e. Road Maintenance –

1. Woodland Rd Bridge – Wagner is not yet done.
2. Highland Rd Culvert – The culvert replacement started today, should be done tomorrow.

CONSTABLES REPORT- Constable Strassburger was in attendance. He had nothing to report.

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

TSFFD: Supervisor Luebke reported he is hoping to have the awning off the building this year yet.

CHAIRMAN REPORT – The Chairman reported he attended the Heads of Local Government meeting the topics included results of the broadband study (Town of Falls has adequate coverage), Fire Department manpower study & text blast system.

Administrator Report – Meyer reported she is working with 2 separate property owners experiencing drainage issues. She also reported the culvert is being installed on Lot 62 in Highland Hills and Craig Rusch meet with the property owner on Lot 33 in Highland Hills to address his water concerns – there is an existing wetland on the lot, final grading on 2 other lots when home are constructed may help but it appears to be the ebb & flow of the wetland area.

SUPERVISORS REPORT – Supervisor Luebke asked about the status of the Pinehurst Ct sewer riser extension. Supervisor Meyer stated Walbech hasn't contacted him to address. Chairman Theobald will contact the City of Falls to inquire. Supervisor Leannah asked if the County's 2024 project schedule from Highway Commissioner Olson's presentation at the WTA Meeting was received. The Clerk will contact Bryan.

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

ADJORNMENT – Motion to adjourn was made by Leannah, seconded by Meyer. Meeting adjourned at 8:14 pm.

Respectfully submitted,

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