

**TOWN BOARD MEETING MINUTES**  
**FROM January 8, 2024, 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 12:30 pm Thursday, January 5, 2024, at the Town of Sheboygan Falls Town Hall and on the Town’s website.

APPROVAL OF MEETING MINUTES FROM December 4, 2023, Town Board Meeting - A motion to approve the minutes from the December 4, 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 December Deposit Report was made by Luebke, seconded by Hanke. Motion carried 4-0.

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

- a. Approval of Land Division Request – Scott Beaumont 59026380275 – A motion to take item off the table was made by Meyer, seconded by Hanke. Motion carried 4-0. Scott Beaumont was in attendance this evening. He stated he did already have the proposed lot tested for a septic and there are 2 possible locations. He is also in the Village of Howards Grove extraterritorial area and they already signed off on the request. A motion to approve Scott’s request to split one acre from his current 8 acre parcel, already zoned R-1 (Single Family Residence District – non sewerred) was made by Leannah, seconded by Luebke. Motion carried 4-0.
- b. Approval of SIMPLE Plan – The Clerk presented the Board with the “Town of Sheboygan Falls 5304 – SIMPLE IRA Plan Guidelines” put together after the December 4<sup>th</sup> Board meeting. A motion to approve the guideline with the addition of “Administration Fees: The Town of Sheboygan Falls will assume any related administrative fees, until employee’s employment terminates’ was made by Leannah, seconded by Hanke. Motion carried 4-0.
- c. Approval of Estimate to Fell Single Dead Ash tree on Rangeline Rd – 4 estimates were received to fell a single, large, dead, ash tree on Rangeline Rd:  
Breckenridge Outdoor Services - \$500.00, \$350.00 additional to grind stump  
Cobblestone Landscaping LLC - \$2000.00, no amount estimated for stump grinding  
Jeremy G’s Trees LLC - \$75.00, \$275.00 additional to grind stump  
Shufflebotham Tree Services LLC - \$800.00, \$250.00 additional to grind stump.  
A motion to approve Jeremy G’s Trees LLC estimate for \$75.00 with the additional \$275.00 for stump grinding was made by Hanke, seconded by Leannah. Motion carried 3-0. (Luebke abstained from voting.)

- d. Salt Bunker Roof – The Clerk reported she did contact the State of Wisconsin Commercial Building Inspector, Brian Noe, to clarify if state approved plans would be required. Luckily, because the bunker is under 25,000 cubic feet, it is exempt. However, any roof structure does need to follow state building codes. Clearspan asked where to find those to provide a quote, since they are from out of state, so the clerk inquired about where to direct them. She will have them contact Brian Noe.
- e. Playbird Rd Reconstruction Project Updates– The Bids for the project were due today at 5pm. We received 5 bids. Bid opening will be January 10 at 9 am. Awarding will be February 5, 2024.

The Clerk reported that she spoke with Alliant. They should be starting next week, weather permitting. Cobblestone finished smoothing out an area of the ditch rutted up during tree removal. AT&T has reported their utility relocate is nearing completion.

- f. Possible Polling Location Consolidation for Howards Grove School District Primary held at the Village of Howards Grove Hall - The Town has been notified by the Howards Grove School District, they will need to hold a primary election on February 20th as 6 people filed papers for 2 positions. There is discussion about consolidating the voting locations at the Village of Howards Grove to save the school district money. The Clerk is still looking into what needs to take place for a consolidation. A motion to approve consolidating if the Clerk feels comfortable doing so was made by Luebke, seconded by Leannah. Motion carried 3-0. Hanke opposed.

g. Road Maintenance –

- 1. Woodland Rd Bridge – Wagner did send their final billing for the bridge replacement on 12/13/23. In order to keep our reimbursement in the same year, the invoice (28875) for \$4588.15 was paid before tonight’s meeting. A motion to accept this payment was made by Meyer, seconded by Hanke. Motion carried. It was also noted that the total billing was \$35,157.05 under Wagner’s bid amount of \$265,287.66.
- 2. Proposed Road Betterment- The board discussed what road will be our next betterment project so engineering can be started: Willow Rd – HWY 23 to Plymouth City Limits; Rangeline Rd – Hannah Ln to the City of Falls city limits; or Rio Rd – CTH J to CTH O. A motion to get an engineered plan for a betterment on Willow Rd, from HWY 23 to Plymouth city limits was made by Leannah, seconded by Meyer. Motion carried 4-0.

The Clerk also presented an email from resident, Dick Boenisch, about road conditions on Pigeon Ln. The Clerk was asked to get a price from Scott’s Construction to cold asphalt and chip seal.

The Clerk was also asked to get a price for to do the same on Lynwood Ln.

The Sheb Falls DPW was also inform us last week about a catch basin issue at 775 Pine St.

CONSTABLES REPORT- Constable Strassburger was not in attendance. He called earlier in the day and had nothing to report.

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

TSFFD: Supervisor Luebke reported on 2023 call numbers: 243 calls, 997 manhours and 3323 training hours.

CHAIRMAN REPORT – The Chairman reported the January WTA unit meeting will be January 26 at the Town of Sherman. He also reported that there will be a Public Involvement Meeting for the upcoming County Road J reconstruction project at the Highway Department on January 10 from 5-6pm, if anyone is interested in attending.

ADMINISTRATOR REPORT – Meyer reported tax bills mailing and collation cost the Town \$1003.90. If the county would have mailed them this year it would be about \$815.71. If there is no mailing to include in the future, the Clerk recommended having the county mail. However, they do not collate – each parcel bill will be mailed separately.

SUPERVISORS REPORT –Nothing to Report.

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

ADJORNMENT – Motion to adjourn was made by Luebke, seconded by Hanke. Meeting adjourned at 8:08 pm.

Respectfully submitted,

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