

TOWN BOARD MEETING MINUTES
FROM February 5, 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, February 1, 2024, at the Town of Sheboygan Falls Town Hall and on the Town's website.

APPROVAL OF MEETING MINUTES FROM January 8, 2024, Town Board Meeting - A motion to approve the minutes from the January 8, 2024, Town Board Meeting as printed was made by Hanke, 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 January Deposit Report was made by Leannah, seconded by Luebke. Motion carried 4-0.

DISCUSSION AND POSSIBLE ACTION ON THESE ITEMS:

- a. Award Bid for Playbird Road Reconstruction Project – The Town received 5 bids by the January 8th deadline. Bids were opened January 10 at 9am. The 5 bidders were: Michaels - \$1,645,494.37, Kartechner Brothers - \$1,640,029.80, Vinton Construction Co - \$1,752,541.97, Buteyn Peterson - \$1,563,328.86, and Sheboygan County Highway Department - \$1,583,766.49. The Board was also copied on the Bid tab. A motion to accept Buteyn Peterson's bid for the Playbird Road Reconstruction Project for \$1,583,766.49 was made by Luebke, seconded by Leannah. Motion carried 4-0. The Clerk will send the Notice of Award to Buteyn.
- b. Adopt Standard Mileage Rate - 2024 – A motion to adopt the IRS standard mile rate for 2024 of \$.67 was made by Leannah, seconded by Meyer. Motion carried 4-0.
- c. Award Lawn Care Contractor for Town Properties – 3 Proposals were received to provide lawn care services for the Town's properties: The Town Hall, the fire department, Dassow Park, and 3 cemeteries (CTH O, CTH J & Meadowlark Rd). Cobblestone Landscaping LLC- \$344 each cutting, Crestview Lawn Care - \$370 each cutting, and Jaws Lawn & Landscaping - \$397 each cutting. A motion to accept Cobblestone Landscaping LLC's proposal was made by Leannah, seconded by Hanke. Motion carried 3-0. (Luebke abstained).
- d. New Bridge Program – 6'-20' structures Intro & Designation of Structures Inventory Provider (completed in 2024), and Inspection Provider (completed in 2025) – The DOT has a newly created program to inventory and inspect culverts and bridges 6'-20'. They will reimburse municipalities \$100 per eligible structure to identify / inventory and \$250 per structure to inspect. Inventory can be completed by anyone the municipality designates (after 1 DOT training webinar) but inspection has to be completed by a certified bridge inspector. Providers need to be designated by April 15 and sent to the WTA. Highway Commissioner

Brian Olsen was in attendance to discuss with Board. He stated the County Highways Department already has most of the Town's culverts mapped and can do both steps within the reimbursement amounts. They will provide us with a listing to double check before submitting. A motion to designate the County Highway Department to complete both the Inventory & Inspection phase was made by Leannah, seconded by Hanke. Motion carried 4-0.

e. Salt Bunker Roof – The Clerk reported she has not gotten a response from Clearspan. Chairman Theobald will continue to look for a local contractor.

f. Road Maintenance –

1. Box Culverts on Bridgewood Rd – Mill & Paving/Wedging – 3 box culverts on Bridgewood Rd, between Playbird Rd & CTH O need to be re-wedged. Northeast Ashpalt was asked to provide a quote but it wasn't received in time for tonight's meeting. Highway commissioner Bryan Olsen also asked if he could submit a price. No action taken tonight. Item will be added to the next agenda.
 2. Maintenance work on Lynwood Ln and Pigeon Ln- The Clerk was asked to get price from Scotts Construction to cold asphalt and chip seal Lynwood Ln and Pigeon Ln. It was noted the east/ west section of Lynwood is in the Town of Lima. They will be contacted to see if they are interested in having work done to their section at the same time. Highway Commissioner Bryan Olsen also asked to provide a price. No action taken. Item will be added to next agenda.
 3. 2024 Slurry Sealing Projects – The Clerk presented the quote we received at budget time to slurry seal Bridgewood Rd (CTH C – PP), Willow Rd (Hwy 23-CTH C) and Woodland Rd (445 ft east of Meadowlark Rd to Hwy 32). Highway Commission Bryan Olsen stated they can also slurry seal and would like to submit a price. No action taken. Item will be added to the next agenda.
 4. 2024 Crack Filling – Meadowlark Rd (CTH O to Hwy 23) should be crack filling this year. Crack filling told us last year all of our other roads are too bad to crack fill. Highway Commissioner Bryan Olsen stated they can provide the Town will crack filling and would like to submit a price. No action taken. Item will be added to the next agenda.
- Highway Commissioner Olsen provided an overview of work to be done on CTH O this year. CTH O will be reconstructed from Hwy 32 to Meadowlark Rd, it will also be repaved from Meadowlark Rd to Highland Rd. The Clerk inquired if they will also do their right of way on Highland Rd. He also reported the roundabout at CTH TT and CTH C is on the 2026 schedule of projects.

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

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

FIRE DEPARTMENT REPORT – JFD: Noone in attendance – no report. Chairman Theobald reported they have asked to be moved to the beginning of the agenda, before action items, as their meeting fall on the same night. The item will be added to the next agenda.

TSFFD: Supervisor Luebke reported the awning replacement will need state approved plans. He is looking into a fabric awning. He also presented Skip Theobald with a 50 years of service award. He noted Marv Termaat received a 60 year service award.

CHAIRMAN REPORT – The Chairman reported he meet with Wagner to discuss ways to the plowing, in light of the January 13 blizzard. It was noted by Highway Commissioner Olsen, the County had their hands full and had problems with thick ice / snow coverage due to the falling temps during the event as well. Luckily, temps have been very mild and most of the snow if gone already.

ADMINISTRATOR REPORT – Meyer reported the County has finalized their purchase of the 3 former Burrow Aviation properties, including the FBO. The new operator will be Lake Breeze Aviation.

SUPERVISORS REPORT –Nothing to Report.

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

ADJORNMENT – Motion to adjourn was made by Leannah, seconded by Meyer. Meeting adjourned at 8:09 pm.

Respectfully submitted,

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