

**TOWN BOARD MEETING MINUTES**  
**FROM March 4, 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 10:30 am Friday, March 1, 2024, at the Town of Sheboygan Falls Town Hall and on the Town's website.

APPROVAL OF MEETING MINUTES FROM February 5, 2024, Town Board Meeting - A motion to approve the minutes from the February 5, 2024, 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 with a correction of a balance of \$8043.64 in the Building Maintenance Fund and approval of the February Deposit Report was made by Leannah, seconded by Luebke. Motion carried 4-0.

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

- a. Consideration of 2024 Building, Plumbing & Electrical Inspector Agreements – The Town Clerk reported the Building Inspector will not be renewing his state license, which is good thru 6/30/26. A motion to approve the Building Inspector Agreement for Charles Mayer, the Plumbing Inspector Agreement for Scott Winter and the Electrical Inspector Agreement for Dave Dulmes for 2024 and start exploring options for 2025 was made by Luebke, seconded by Meyer. Motion carried 4-0.
- b. Consideration of Moving the April 1<sup>st</sup> Town Board Meeting due to the April 2<sup>nd</sup> Election – A motion to move the April Town Board meeting to April 4<sup>th</sup> at 7pm was made by Leannah, seconded by Luebke. Motion carried 4-0.
- c. Possible Rearrangement of Agenda Items – The Johnsonville Fire Chief has informed the Chairman that their meeting is the same night. A motion to move the Johnsonville Fire Department Report before the action items was made by Hanke, seconded by Leannah. Motion carried 4-0.
- d. Approval of Bid for Lynwood Ln & Pigeon Ln – The Town received 2 numbers for Lynwood Ln – one bid from Scott Construction for a paver laid cold asphalt mix scratch followed by a heavy chip seal with 3/8 pea stone for \$52,902.00 and an estimate from Sheboygan County Highway to Blacktop 1 3/4" depth and seal coat for \$42588.03. A motion to accept Scott Construction for Lynwood Ln of \$52902.00 was made by Leannah, seconded by Luebke. Motion carried 4-0.

The Town received 2 numbers for Pigeon Ln - one bid from Scott Construction to for a paver laid cold asphalt mix scratch followed by a heavy chip seal with 3/8 pea stone for \$52776.00

and an estimate from Sheboygan County Highway to Blacktop 1 1/2" depth and seal coat for \$30182.41. Dustin stated the estimates include the County's Administration fee. A motion to award Pigeon Ln to the Sheboygan County Highway Department for \$30182.41 was made by Leannah, seconded by Luebke. Motion carried 4-0.

- e. Approval of 2024 Slurry Sealing Projects – The Town received a bid from Struck & Irwin to spray patch and seal Willow Rd (Hwy 23 to CTH C), Woodland Rd (445 ft east of Meadowlark Rd to CHWY 32) & Bridgewood Rd (CTH C to CTH PP). The Town also received an estimate from Sheboygan County Highway as well but their number didn't include any spray patching or what they called wedging. A motion to table awarding the projects until next month to get 'wedging' numbers from Scotts and Sheboygan County Highway was made by Leannah, seconded by Meyer.
- f. Approval of Highland Hills Master Site Grading Plan – Amendment #2 - The back yard lots 76-80 in Highland Hills need to be revised to allow for more pitch to get water moving. A motion to approve the Highland Hills Master Site Grading Plan Amendment #2 was made by Leannah, seconded by Meyer. Motion carried 4-0.
- g. Consideration of Hiring and Engineering Consultant- Chairman Theobald reported he would like to hire an Engineering Consultant to assist the Town in drainage and engineering issues. A motion to pursue hiring an Engineering Consultant was made by Meyer, seconded by Leannah. Motion carried 4-0.
- h. Salt Bunker Roof – The Clerk reported she has not gotten a response from Clearspan. She will look for another source. Chairman Theobald reported he will be getting specs for the driveway improvements needed and quotes for concrete in front of the bunker.
- i. Road Maintenance –
  - 1. Mill & Paving Box Culverts on Bridgewood Rd – The Town received a bid from Northeast Asphalt of \$27850.00 for 3 box culverts on Bridgewood Rd and an estimate from Sheboygan County of \$3625.00 to work on 2 box culverts. A motion to table until April to get a revised quote from Northeast for 2 box culverts (north of J) was made by Meyer, seconded by Leannah. Motion carried 4-0.
  - 2. Maintenance work on Lynwood Ln and Pigeon Ln- A motion to have the culverts replaced as needed on Lynwood Ln and Pigeon Ln was made by Luebke, seconded by Hanke. Motion carried 4-0. Dustin Hammel from the Highway Department asked to provide a price.
  - 3. 2024 Crack Filling – Meadowlark Rd (CTH O to Hwy 23) Sheboygan County Highway provided an estimate to Crack Fill & Seal Coat Meadowlark Rd (Hwy23 to CTH O) for \$19518.06 & (CTH J to Playbird Rd) for \$24847.81. A motion to accept the estimate from Sheboygan County Highway of \$44365.87 to crack fill and seal coat both sections of Meadowlark Rd was made by Luebke, seconded by Leannah. Motion carried 4-0.

CONSTABLES REPORT- Both Constables were in attendance. Constable Strassburger reported Sheboygan County Highway pushed the fallen box elder along CTH O in Dassow Park off the road.

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

TSFFD: Supervisor Luebke had nothing to report.

CHAIRMAN REPORT – The Chairman reported he will attend the Town of Lima Town Board meeting March 11 to present numbers we received for the east/west portion of Lynwood Ln. He also reported there will be a public involvement meeting for reconstruction on CTH O held at our town hall on March 13 from 5-6pm.

ADMINISTRATOR REPORT – Meyer reported the Playbird Rd Reconstruction Contract has been signed by Buteyn-Petersen. They are scheduled to start erosion control April 8, weather permitting. Alliant appears to be moving their lines and TDS has gotten a right of way permit to move their lines.

SUPERVISORS REPORT –Supervisor Meyer reported he has gotten inquires about allowing 4 wheels on our Town roads. Interested parties should contact the Clerk to be added to an agenda. Supervisor Leannah reported on the Airport Advisory Committee meeting she attended. The County will be adding another runway in the future. She asked them to work with the Town to address some drainage issues and ensure more aren't created.

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

ADJORNMENT – Motion to adjourn was made by Leannah, seconded by Meyer. Meeting adjourned at 9:20 pm.

Respectfully submitted,

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