

TOWN BOARD MEETING MINUTES
FROM June 3, 2024, 7:00 PM
HELD AT THE TOWN OF SHEBOYGAN FALLS TOWN HALL

Chairman Theobald called the Town Board meeting to order at 7:01 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 Thursday, May 30, 2024, at 2:30pm at the Town of Sheboygan Falls Town Hall and on the Town’s website.

APPROVAL OF MEETING MINUTES FROM May 6, 2024, Town Board Meeting - A motion to approve the minutes from the May 6, 2024 Town Board Meeting with a correction, adding the word ‘sign’ under the Town of Sheboygan Falls Fire Department Report - “Supervisor Luebke reported the FD has requested the 4-H **sign** be removed by the next meeting.” was made by Leannah, seconded by Hanke. Motion carried 4-0.

TREASURERS REPORT- The Treasurer’s Report and Deposit Report were presented. A motion to approve the Treasurer’s report with the correct balance of \$146632.38 in the Money Market account and a corrected total balance of \$1, 244, 662.69 and the May Deposit Report was made by Leannah, seconded by Meyer. Motion carried 4-0.

Johnsonville Fire Department Report - Kevin Reyer was in attendance. He reported their department physicals are coming up soon.

DISCUSSION AND POSSIBLE ACTION ON THESE ITEMS:

- a. Approval of Salvage Yard License Renewal - Akright Auto Wrecking Yard Inc. – A motion to renew a salvage yard license for Akright Auto Wrecking Yard Inc. was made by Leannah, seconded by Hanke. Motion carried 4-0.
- b. Approval of Mobile Home Park License Renewal - Bains Inc. – A motion to renew the Mobile Home Park License for Bains Inc. was made by Hanke, seconded by Luebke. Motion carried 4-0.
- c. Approval of Soda Licenses - Aviation Heritage Center and SHARKS– A motion to approve soda licenses for Aviation Heritage Center and SHARKS was made by Leannah, seconded by Meyer. Motion carried 4-0.
- d. Approval of Class B Combo Liquor License Renewals & Operators Licenses-
 1. Call Party Girl LLC, dba Chris & Sue’s - All paperwork was in order. A motion to approve renewing a Class B Combo liquor license for Call the Party Girl LLC, dba Chris & Sue’s and approval of their submitted operators was made by Luebke, seconded by Leannah. Motion carried 4-0.

2. The HUB Studio Café LLC, dba The Hub at Laacks' Tavern, Hall and Ballroom - All paperwork was in order. A motion to approve renewing a Class B Combo liquor license for The HUB Studio Café LLC, dba The Hub at Laacks' Tavern, Hall and Ballroom adding additional requested premise areas and approval of their submitted operators was made by Leannah, seconded by Hanke. Motion carried 4-0.
3. Kirchenwitz Family Golf LLC, dba Sunset Hills Golf Course –No one was in attendance from Kirchenwitz Family Golf LLC, dba Sunset Hills Golf Course no action taken
4. Racer's Hall LLC - All paperwork for the license renewal was in order. However, there was a question on the information that came back on the background search for Sarita Tracy. A motion to table approval of the operator license for Sarita Tracy was made by Leannah, seconded by Hanke. Motion carried 4-0. A motion to approve renewing a Class B Combo liquor license for Racer's Hall LLC and approval of their other submitted operators was made by Leannah, seconded by Luebke. Motion carried 4-0.
5. Sheboygan County Aviation Corp. - All paperwork was in order. A motion to approve renewing a Class B Combo liquor license for Sheboygan County Aviation Corp and approval of submitted operator was made by Hanke, seconded by Meyer. Motion carried 4-0.
6. Smerke's Sportsmen's Club – All paperwork was in order. A motion to approve renewing a Class B Combo liquor license for Smerke's Sportsman Club and approval of their submitted operators was made by Hanke seconded by Leannah. Motion carried 4-0.
- e. Approval of a Cigarette License – Racers Hall LLC - A motion to approve a Cigarette License for Racers Hall LLC was made by Leannah, seconded by Luebke. Motion carried 4-0.
- f. Approval of Class B Beer Only License Renewals & Operator Licenses –
 1. Sheb Falls Conservation Club - All paperwork was in order. A motion to approve renewing a Class B beer only license for Sheboygan Falls Conservation Club and approval of their submitted operators was made by Leannah, seconded by Luebke. Motion carried 4-0.
 2. Whitetail Bowhunters - All paperwork was in order. A motion to approve renewing a Class B beer only license for Whitetail Bowhunters and approval of their submitted operators was made by Hanke, seconded by Meyer. Motion carried 4-0.
- g. Approval of Class A Beer and Class A Liquor Renewal and Operators Licenses – Johnsonville Marketplace LLC – All paperwork was in order. A motion to approve renewing a Class A Beer and Class A Liquor License for Johnsonville Marketplace LLC and approval of their submitted operators was made by Leannah, seconded by Hanke. Motion carried 4-0.
- h. Temp Class B Beer/Wine License – Johnsonville Fire Fighters 7/7/2024 – A motion to approve a Temporary Class B Beer / Wine license for Johnsonville Fire Fighters for an event on 7/7/24 was made by Hanke, seconded by Luebke. Motion carried 4-0.
- i. Misc Operators License – All paperwork was in order. A motion to approve an Operator's License for Jay Johnson, John Loehr, Micah Rautmann, Kevin Reyer, Lyman "Skip" Theobald and Mary Burbach was made by Leannah, seconded by Luebke. Motion carried 4-0.
- j. Highland Hills Grading Plan Updates – Chairman Theobald reported he met with Developer Ramesh Kapur, Town Engineering Consultant Craig Rusch, Town Attorney Matt Parmentier

and Clerk Meyer on May 15th to discuss identified drainage/ grading issues in the Highland Hills Subdivision. Ramesh agreed to address the issues and was sent a follow-up punch list from Attorney Parmentier. More to come....

- k. Town of Lima Emergency Service Agreement – The current Emergency Services Agreement expires December 31, 2024. This cycle is to be hosted by the Town of Lima. A motion to present the agreement, with recommended revisions, to the Town of Lima and schedule a special meeting at their Hall was made by Hanke, seconded by Leannah.
- l. Approval of Electrical and Plumbing Inspector Rate Increase – A motion to increase the rate for the Electrical and Plumbing Inspectors to \$50 per inspection; to match the newly hired Building / HVAC Inspector's rate, was made by Hanke, seconded by Luebke. Motion carried 4-0.
- m. Approval of Financing for the Playbird Rd Reconstruction Project - The Clerk presented 2 financing options for a \$1.6M loan for the Playbird Rd Reconstruction Project: The Board of Commissioners of Public Lands rate at 6% for a 5-10 year loan and National Exchange Bank is offering a rate of 5.65%, until the DOT grant is received, then the Town would have the option to refinance the remaining balance at the then current rate for a 5-10 year loan. A motion to obtain the financing thru National Exchange Bank for the \$1.6 M at 5.65% until the DOT grant is received and then re-negotiate again on the remaining balance on a 5-10 year loan was made by Leannah, seconded by Hanke. Motion carried 4-0.
- n. Approval of Weed and Grass Cutting and Road Maintenance Agreement – Chairman Theobald expressed his desire to have a Weed and Grass Cutting and Road Maintenance Agreement, similar to the Snowplowing Agreement currently in place for the plowing contractor; for the Town's interest and for the contractor. Frontier Electric LLC has been doing a lot of the work already for the Town for the last 3 years. A motion to accept the Weed and Grass Cutting and Road Maintenance Agreement with Frontier Electric LLC was made by Hanke, seconded by Leannah. Motion carried 4-0.
- o. Pigeon Ln Turnaround Maintenance Agreement – Work on Pigeon Ln has spurred a call from Lynn Messer about a maintenance agreement he recalled with the Town for the end of his expanded driveway at W2158 Pigeon Ln as there is no turnaround at the end of Pigeon Ln. He was asked to attend tonight's meeting. The Clerk had the plans from when the road was built and the minutes but found no agreement or reference. Mr. Messer did not attend. A motion to table discussion was made by Luebke, seconded by Leannah. Motion carried 4-0.
- p. Road Maintenance -
 - 1. Playbird Rd Reconstruction Project Updates – Buteyn-Petersen has been delayed by the wet May weather. They are hoping to start in 2 weeks.
 - 2. W3747 Sumac Rd Drainage Issue Resolution - Chairman Theobald, Town of Lima Chairman Chuck Born and Dustin Hammel from the Sheb County Highway Dept. all meet with Mr. Stahl on Sumac Rd along his residence at W3747 Sumac Rd to discuss a solution to keep the water from running on the road; in order to patch the road where it is broken up severely. Sheb County will do the re-ditching along the south side of Sumac, along Stahl's property, and patch the asphalt. They are in the area already working on CTH M so it should be taken care of quickly.

While Chairman Theobald was with Dustin, they also looked at a drainage issue on Alpine Rd, near N6265, where water is sitting on the road to get ideas on a solution to correct.

CONSTABLES REPORT- Both Constables were in attendance. Constable Strassburger reported he is working with Bain's Mobile Home Park to address some unlicensed dogs. He was also asked to check on progress on the Gierach complaint received in April.

TOWN OF SHEBOYGAN FALLS FIRE DEPARTMENT REPORT – Supervisor Luebke reported the department had their physicals today. The Clerk reported the 4-h has removed the sign but has asked to have until June 10th to remove the plants too.

CHAIRMAN REPORT– The Chairman reported he will be meeting with the Airport Manager and the Highway Commissioner June 5th to discuss their drainage plans. The Plan Commission will be starting to work on the Town of Sheboygan Falls Emergency Operation Plan at their next meeting. The Bunker Roof is scheduled for delivery in July. The concrete apron for the bunker and other concrete work is almost completed. Skip has meet with an excavator to discuss driveway improvements too. More to come.

ADMINSTRATOR REPORT The Clerk reported on the May 29 Heads of Local Government she attended. Updates on roadwork projects – Meadowlark Rd has been chip sealed, Pigeon Ln culvert replacement is complete, overlay by Sheb Cty High is started and should be complete this week. She confirmed the County is no longer able to inspect our 6-20' bridge structures, the state will be contracting with someone for the whole state.

SUPERVISORS REPORT –Supervisor Leannah reported there is information on Cybersecurity Grants in the latest WTA magazine. She also reported the Airport is working on drainage on the East side of the airport.

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

ADJORNMENT – Motion to adjourn was made by Meyer, seconded by Luebke. Meeting adjourned at 8:19 pm.

Respectfully submitted,

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