

TOWN BOARD MEETING MINUTES
FROM July 1, 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 Wednesday, June 26, 2024, at 1:15pm at the Town of Sheboygan Falls Town Hall and on the Town's website.

APPROVAL OF MEETING MINUTES FROM June 3, 2024, Town Board Meeting - A motion to approve the minutes from the June 3, 2024 Town Board Meeting as printed 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 as printed and the June Deposit Report was made by Leannah, seconded by Luebke. Motion carried 4-0.

Johnsonville Fire Department Report – Noone was in attendance, no report.

DISCUSSION AND POSSIBLE ACTION ON THESE ITEMS:

- a. Phragmites Restoration Fund Request from Glacierland RC & D – Melissa Curran explained the request from Glacierland RC & D. They are looking for \$1800 from the Town to spot treat some patches of Phragmites that have re-grown along the HWY 23 and CTH J corridor this August to try to eradicate the invasive weed. The DOT will not provide any funding at this time and the county provided some funding in the past. No funds were allocated in the Town's budget this year. A motion to table until the Clerk /Treasurer could put together what has been spent this year for road projects as some of the projects have been completed but haven't been billed was made by Leannah, seconded by Meyer. Motion carried 4-0.
- b. Approval of Operator License for Sarita Tracy – A motion to take the item off the table was made by Leannah, seconded by Hanke. Motion carried 4-0. The Clerk did receive documentation that the felony was reduced to a misdemeanor. A motion to approve the license for Sarita Tract was made by Leannah, seconded by Luebke. Motion carried 4-0.
- c. Highland Hills Grading Plan Updates – The Board reviewed the Fourth Amendment to Development Agreement for Highland Hills Estates Subdivision Improvements and Engineering Consulting Service, a motion to accept and extend the deadline in Section #3 to August 31, 2024 due to the recent rain events was made by Luebke, seconded by Leannah. Motion carried 4-0.
- d. Town of Lima Emergency Service Agreement – The Town of Lima has invited the Town of Sheboygan Falls to their August 12 meeting (6:45pm) to discuss updating the Emergency Services Agreement which expires December 31, 2024. The Board was asked to attend.

- e. Sign request – Madison All Stars 4-H Club – The Madison All-stars would like to replace the current failing 4-H sign in the Town lawn with a new sign. A motion to allow for the replacement, to be located in the same spot, was made by Leannah, seconded by Luebke. Motion carried 4-0.
- f. Board Policy Change Request from Ed Kirchenwitz – Ed Kirchenwitz (Sunset Hills Golf Course) and Chris Reichelt (Chris & Sues) were in attendance. Ed explained his request to eliminate the Boards current policy that requires the Liquor/Beer License holders attendance at the June meeting for license renewals. The Clerk reported the Town is the only one that does have this requirement in the county. But also shared concerns expressed by other Clerks polled about establishments not picking up licenses. Chairman Theobald express his desire to keep the policy as is because it gives the Board a chance to meet the people running the businesses and allow for immediate answers when questions arise. After some discussion, a motion to change the Board’s policy for a 1-year trial, NOT requiring meeting attendance for the 2025 license renewals but instead charge each applicant an additional \$10 fee to cover postage and handling costs to mail licenses was made by Luebke, seconded by Leannah. Motion carried 4-0.
- g. Submitted Complaint – Dan Messer re: Pigeon Ln Turnaround – Dan Messer, who owns the property at the end of Pigeon Lane, was in attendance to discuss his complaint about the lack of proper turnaround. He stated the garbage truck, plows and delivery trucks have problems turning around at the end of the road. The Board agreed to look into and keep Dan in the loop but informed him this would take some time.
- h. Submitted Complaint – Richard Abhold re: Culvert on Bridgewood Rd – Richard Abhold submitted a complaint about a culvert heaving on Bridgewood Rd, south of his property at N5261. Mr. Abhold was not in attendance. Chairman Theobald will look at. No action taken.
- i. Town Shop / Bunker Improvements – The Clerk reported the bunker roof should be delivered July 15th. Chairman Theobald reported he is working the driveway / entrance upgrades.
- j. Town Hall Well / Water Issues – After almost 17 years, the water softener and the well pump are failing. Money is available in the building maintenance fund. A motion to approve replacement of the well pump for \$2950.00 and the water softener for \$3950.00 was made by Hanke, seconded by Luebke. Motion carried 4-0.
- k. Road Maintenance -
1. Ditch Drainage Issue on Meadowlark Rd, between Playbird Rd and Methodist Cemetery Parcel 59026380591– Keith Henning was in attendance to discuss with the Board his concerns after the recent heavy rain events breached the ditch and washed into his cropland. He provided pictures to the Board. Chairman Theobald will meet with Keith and our engineer to discuss.
 2. Center lining recent road projects - A motion to center line and fog line Meadowlark Rd after the recent chip sealing was made by Leannah, seconded by Luebke. Motion carried 4-0.
 3. Playbird Rd Reconstruction Project Update - Buteyn-Petersen has been delayed by the wet weather but are hoping to start July 12.

4. Drainage issue near N6062 Alpine Rd – Water continues to pond and stay on the road in front of N6062 Alpine Rd, deteriorating the road. Chairman Theobald met with Duston from the County Highway Department but hasn't heard back. He will meet the Town's Engineer to discuss.

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

TOWN OF SHEBOYGAN FALLS FIRE DEPARTMENT REPORT – Supervisor Luebke reported the department had helped clean up trees on Sumac Rd and Pinehurst Ct. They have also recently passed their physicals/screening. The 4-h sign and plants have been removed per the fire departments request.

CHAIRMAN REPORT– The Chairman reported the re ditching and patch have been completed along W3747 Sumac Rd. He also reported on the recent road flooding in spots along Spur & Bridgewood Rd. There is a lot of water that moves through that drainage area, the new culvert on Woodland Rd held up well with no visible signs of erosion. The town put up temporary signs on three separate occasions. Unfortunately, one of the signs were stolen.

ADMINISTRATOR REPORT - The Clerk reported the loan for Playbird has been signed and funds are awaiting our use. We will be drawing from the loan as the contractor requests payment; that way we will only pay interest on the funds spent, instead of the whole amount. The Maintenance of Effort Report and the Personal Property Tax Aid Report have been filed with the WI DOR. A letter was sent the Gary Gartman and the realtor reminding them of the current conditions of their Permit for the storage units. Mr. Gartman replied that he was aware. The Sheb County WTA unit meeting is 7-18 at the Town of Greenbush.

SUPERVISORS REPORT –Supervisor Meyer reported the west end of the culvert between N5630 & N5648 Meadowlark Rd eroded during the last heavy rain event. Supervisor Hanke reported a portion of a private culvert had washed out along Spur Rd & inquired about how to prevent flooding along Spur & Bridgewood Rd.

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

ADJORNMENT – Motion to adjourn was made by Leannah, seconded by Luebke. Meeting adjourned at 8:53 pm.

Respectfully submitted,

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