

**TOWN BOARD MEETING MINUTES
FROM September 8, 2025, 7:00 PM
HELD AT THE TOWN OF SHEBOYGAN FALLS TOWN HALL**

Chairman Lyman 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 Friday, September 5, 2025, at 2:15pm at the Town of Sheboygan Falls Town Hall and on the Town's website.

APPROVAL OF MEETING MINUTES FROM August 4, 2025, Town Board Meeting - A motion to approve the minutes from August 4, 2025, 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 approval of the August 2025 Deposit Report was made by Leannah, seconded by Luebke. Motion carried 4-0.

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

DISCUSSION AND POSSIBLE ACTION ON THESE ITEMS:

- a. Review & Approval of Ordinance #2 2025/2026 Creating Section 5.06 "Regulating Parking on Town Roads" of the Town of Sheboygan Falls Municipal Code – Due to some recent parking issues, this ordinance was presented for consideration. A motion to adopt Ordinance #2 2025/2026, Creating Section 5.06 "Regulating Parking on Town Roads" was made by Luebke, seconded by Hanke. Motion carried 4-0.
- b. Review & Approval of Ordinance #3 2025/2026 Amending Chapter 15 Building Regulations" of the Town of Sheboygan Falls Municipal Code – Due to increases in our Inspector fees and the increase in issues with platted lot completions; this ordinance was presented for consideration. A motion to adopt Ordinance #3 2025/2026, Amending Chapter 15 Building Regulation" was made by Luebke, seconded by Leannah. Motion carried 4-0.
- c. Propane Prebuy Approval - Co-Energy Alliance's propane pricing was .12 less than Performance Propane this year. A motion to switch to Co-Energy Alliance if it doesn't cost anything to switch providers and approve the pre purchase of 1500 gallons at the \$1.529 price (\$2293.50) was made by Luebke, seconded by Leannah. Motion carried 4-0.
- d. Real Estate Acquisition Offer for Round About Project at the Town of Sheboygan Falls Fire Department from Corre Inc / Sheboygan County Highway Department – Offer documents were presented to the Board. The County will be getting 3011 feet of right of way. The offer includes a 4464-foot temporary Easement and payment for 5 Parking stalls that will be lost in the construction of the Round About at the intersection of CTH C & TT. A motion to accept the offer of \$9800.00 for the Real Estate Acquisition, Temporary Easement, Reimbursement of the 5 lost parking stalls and waiver of appraisal was made by Leannah, seconded by Luebke. Motion carried 4-0.

- e. Town of Sheboygan Falls Fire Department Engine #4 Repair Reimbursement Request - A motion to pay \$8070.55 out of the fire department contingency fund for Engine#4 repairs was made by Hanke, seconded by Leannah. Motion carried 4-0.
- f. Submitted complaint – Possible Ordinance Violation at W3274 CTH C- The Clerk received a complaint from a resident regarding the accumulation of vehicles at W3274 CTH C. A letter was sent to the property owner. Ms. Goedeke has petitioned the Plan Commission for the consideration of a conditional use permit (parcel is already zoned B-1) to allow for a ‘car-flipping’. The item is on the September 11 Plan Commission agenda.
- g. Approval of Asplundh Request to use Town Property for Temporary Parking & Chip Disposal –The Board had no issues with using the parking lot to park vehicles but were not interested in having left over wood chips disposed of at the Town Hall. The Clerk will notify Asplundh.
- h. Approval of Sheboygan County Sales Tax Revenue – Sharing for Transportation Infrastructure Maintenance 2025 Intergovernmental Cooperative Agreement – A motion to approve the Sheboygan County Sales Tax Revenue – Sharing for Transportation Infrastructure Maintenance 2025 Intergovernmental Cooperative Agreement was made by Leannah, seconded by Meyer. Motion carried 4-0.
- i. Approval of New Operators License – Jeffrey Willman – All paperwork was in order. A motion to approve a new operator license for Jeffrey Willman was made by Meyer, seconded by Hanke. Motion carried 4-0.
- j. Road Maintenance –
 - 1. Ditch Review – N6314 Hillside Rd – The Board was copied on the findings of the Town’s Engineering Consultant review. The property owner was not in attendance.

CONSTABLES REPORT- Both Constables were in attendance. They had nothing to report.

TOWN OF SHEBOYGAN FALLS FIRE DEPARTMENT REPORT – Supervisor Luebke reported the New Command 2 truck has been delivered. All of the additional components (lights, slide outs, etc.) should be installed by mid-October.

CHAIRMAN REPORT– Chairman Theobald reported he met with a Spectrum rep regarding our concerns with where some of the peds in the right of way along Meadowlark Rd are located. The Town Attorney is recommending having Spectrum sign a Hold harmless agreement. He also reported on the HWY 23 / TT J turn meeting he and Supervisor Meyer attended. Plans could still change but tentatively scheduled for 2027.

ADMINSTRATOR REPORT – Meyer reported on the recent WTA unit meeting, September 4 at the Town of Mosel. She also reported she attended the Town of Plymouth’s August meeting and did get their approval of the Willow Rd agreement. She will notify the DOT to get the mapping corrected. She did reach out to Sheboygan County Highway regarding the area at the intersection of Pine St and CTH PP where we have had to fill with cold patch, as it appears to be in their right of way. But she has not heard anything. We continue to have issues in Highland Hills; Ramesh has hired an excavator to help work on the punch list.

SUPERVISORS REPORT –Supervisor Leannah requested to have cold patch potholes on Sumac Rd before winter. Supervisor Hanke requested to have some holes on Rio Rd filled too.

Discussion and Approval of this month's bills – A motion to approve the bills to be paid in September including the full bill for Hoffmann Rd as paving is completed Leannah, seconded by Hanke. Motion carried 4-0.

ADJORNMENT – Motion to adjourn was made by Meyer, seconded by Hanke. Meeting adjourned at 8:27 pm.

Respectfully submitted,

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