

TOWN OF MISHICOT MONTHLY MEETING MINUTES
MONDAY, MAY 5, 2025, 7:00 P.M.
MISHICOT TOWN HALL
710 NORTH STATE STREET

CALL TO ORDER

Chairman Dean Anhalt called the meeting to order at 7:00 p.m. Present were Gordon Augustine, Lee Stefaniak, Tammy Thielbar, and Connie Tesarik.

GUESTS

Brian Paplham of Scott Construction, Robert DesJarlais, Pat Shebesta, and Mike (illegible)

PLEDGE OF ALLEGIANCE

Chairman Anhalt led the board and those present in the Pledge of Allegiance.

APPROVE MINUTES OF THE APRIL 7, 2025, BOARD MEETING AND THE APRIL 9 SPECIAL MEETING OF THE BOARD

The minutes of the April 7, 2025, Board Meeting and the April 9 Special Meeting of the Board were reviewed by the board upon e-mailed receipt.

Supervisor Stefaniaki moved to approve the minutes of the April 7, 2025, board meeting and the April 9 Special Meeting of the Board. Supervisor Augustine seconded the motion. All votes in favor. Motion carried.

APPROVAL OF AGENDA AS PRINTED

Supervisor Augustine moved to approve the May 5, 2025, monthly meeting agenda. Supervisor Stefaniak seconded the motion. All votes in favor. Motion carried.

CORRESPONDENCE

Ms. Tesarik presented the following: Manitowoc County Zoning Permit Reports for April, 2025; letter from the Wisconsin Towns Association invitation to the May 15 Manitowoc County Unit Meeting being held at K-City in Kellnersville at 7:00 p.m.; letter received from Manitowoc County Recycling Center informing citizens that the 2025 Manitowoc County Hazardous Waste Clean Sweep Program that had been scheduled for May 16 and May 17 has been rescheduled for October 10 and October 11. The change was made for safety reasons due to the increased traffic on Hwy 310 resulting from the closure of Memorial Drive.

PUBLIC INPUT

Pat Shebesta asked about the utility boxes on town property. Chairman Anhalt said the boxes are owned by Frontier. He will take a look at it.

2025 TOWN ROAD COLD MIX WEDGING (MAINTENANCE) BID OPENING, REVIEW, AND POSSIBLE AWARD

Chairman Anhalt opened a bid received from Scott's Construction for the following:

Saxonburg Road (Zander to Two Creeks) cold mix wedging in various spots using 618 tons - \$71,070. Chairperson Anhalt stated this should include the area slightly east on the Two Creeks Road intersection.

Gesser Lane cold mix wedging in various spots using 110 tons - \$13,585

Barthels Road cold mix wedging in various spots using 198 tons - \$24,453

Total for all three projects - \$109,108

Chairman Anhalt is checking with Manitowoc County for a price to do patching, including the culvert repairs on Tapawingo Road (2) and Barthels Road.

It was determined that the 2025 budget will not allow for all three roads to be wedged. Supervisor Augustine said Barthels Road could have the potholes filled and crackfilling done for this year.

Supervisor Stefaniak moved to wedge Gesser Lane and Saxonburg Road between Zander and Two Creeks, including a portion of the intersection at Two Creeks Road, accepting the bid from Scott's for \$71,070 on Saxonburg and \$13,585 for Gesser Lane, for a total of \$84,655. Motion seconded by Supervisor Augustine. All votes in favor. Motion carried.

DISCUSSION AND ACTION ON ROAD PATCH WORK PROVIDED BY MANITOWOC COUNTY FOR TOWN ROAD REPAIR

Greg Grotegut, the Manitowoc County Highway Commissioner, will come out and look at what we will have marked for patching in the town and will give a price. One example is on Division Drive. The county would cut out and then patch in between. The Tisch Mills Road intersection at CTH B needs to be patched. The county would fix the intersection when they re-pave CTH B this summer. Supervisor Augustine will mark where the patching is needed on Division, Barthels, Tisch Mills Road, and Tapawingo Road. Chairman Anhalt will let the county know when we are ready for them to come and take a look and give us a price.

BRAD WIEBENSOHN REQUEST FOR DRIVEWAY PERMIT ON BARTHEL'S ROAD - DISCUSSION AND POSSIBLE ACTION

The board granted Brad Wiebensohn's request for a driveway permit on Barthels Road.

SAMZ ROAD BIL PROJECT UPDATE

Chairman Anhalt said he had nothing new to report on the Samz Road project. He has heard nothing new, and there is no change in status.

SET BOARD OF REVIEW DATE TO MEET AND ADJOURN - MONDAY, JUNE 2, 2025, AT 6:45 P.M.

Since the 2025 assessment roll is not yet complete, the Board of Review will meet to adjourn as is statutorily required by Wisconsin Statutes. The meeting will be held at 6:45 p.m. on Monday, June 2, 2025, at the Mishicot Town Hall, just prior to the regular monthly meeting of the board, which starts at 7:00 p.m. A future date will be chosen for Open Book and Board of Review at the 6:45 p.m. meeting.

PLAN COMMISSION APPOINTMENTS (FOR EXPIRING TERMS) - FUTURE UTILIZATION OF THE PLAN COMMISSION

Dean Anhalt and Robert DesJarlais terms end in May 2025. **Chairman Anhalt moved to appoint Dean Anhalt and Lee Stefaniak to serve on the Plan Commission for a two-year term ending in May 2027. Supervisor Stefaniak seconded the motion. All votes in favor. Motion carried.**

Chairman Anhalt said that the town's ordinance states that there should be a meeting of the Plan Commission with an application fee of \$150 to review a request for zoning change. Chairman Anhalt would like a decision as to whether or not this is how the town wishes to proceed. Chairman Anhalt will gather information on the Plan Commission required utilization. This will be reviewed at the June 2 meeting of the board.

MEMORIAL DAY TEMPORARY BEER LICENSE FOR ST. ISIDORE THE FARMER PICNIC MAY 24-25, 2025

Supervisor Stefaniak moved to approve the Memorial Day Picnic Temporary Beer License for St. Isidore the Farmer on May 24-25, 2025. Motion seconded by Supervisor Augustine. All votes in favor. Motion carried.

ANNUAL MEETING RECAP - DISCUSSION AND POSSIBLE ACTION RE: PURSUE CITIZEN REQUEST TO INCREASE 2025 LEVY LIMIT, COLLECTED IN 2026, BY \$200,000

After discussion by the board, **Supervisor Stefaniak moved to pursue the levy limit increase for 2025, collected in 2026, in the amount of \$200,000. Motion seconded by Supervisor Augustine. All votes in favor. Motion carried.** This process begins in September/October.

FRANZ ROAD DRIVEWAY REQUEST

With no information from the property owner, there was no action on the request for a driveway on Franz Road.

HAND-HELD PORTABLE RADIO FOR SHOP

The hand-held radio for the shop was originally jointly purchased by the Tisch Mills Fire Department and the Town of Mishicot. The Tisch Mills Fire Department said they would reimburse the Town of Mishicot \$3500. After discussion, it was determined that the town does not need to purchase another radio.

DISCUSSION AND ACTION ON ROAD MAINTENANCE MOVING FORWARD WITHOUT A FULL-TIME ROAD EMPLOYEE UNTIL HIRING

Supervisor Augustine said road maintenance is moving forward with the town's part-time employee, Jim Garber. Their biggest task has been crackfilling and filling potholes. Allen Augustine will be joining the part-time road crew. The board gave Supervisor Augustine approval to hire part-time help as needed.

The clerk noted that Gordon Augustine and Jim Garber are members of the Wisconsin Retirement System and are currently re-hired annuitants. As such, the clerk will need to monitor their hours in order to let them know at anytime that they have become WRS eligible. At this time, their expected hours and earnings do not qualify them for current eligibility for their part-time work. The eligibility threshold would be 600 annual hours for each, including a 12-month look-back period.

DECISION TO BEGIN HIRING PROCESS TO FILL FULL-TIME ROAD SUPERINTENDENT POSITION

The board reviewed a current annual report from the Town of Gibson which showed the costs of contracted road work. It was determined that continuing with a hired road superintendent was the way to go. The board set a Special Meeting of the Town Board for Wednesday, May 21, at 6:00 p.m. at the Mishicot Town Hall. The board will be reviewing the Employee Manual and the Safety Manual and will develop a job advertisement and process for hiring a full-time road employee.

HIRING TOWN SUPERVISOR GORDON AUGUSTINE AS PART-TIME ROAD MAN UNTIL VACANCY IS FILLED AND TRAINING IS COMPLETE

Supervisor Stefaniak moved to hire Gordon Augustine as part-time road superintendent until the vacancy is filled and training is complete. The part-time supervisor's wage for road work shall be \$25 per hour as set by the electors at the April 15, 2025 Annual Meeting of the Electors. Motion seconded by Chairman Anhalt. All votes in favor. Motion carried. Wisconsin State Statutes allow for part-time work by an elected official not to exceed \$15,000 annually.

DISCUSSION ON TOWN WEBSITE INFORMATION

Chairman Anhalt requested that the clerk add shipping container storage zoning information to the non-residential building information page on the town website.

SHIPPING CONTAINERS CONSIDERED ACCESSORY BUILDINGS - SUBJECT TO COUNTY ZONING

See Discussion on Town Website Information.

ASH TREES OVERHANGING RIGHTS OF WAY - DISCUSSION AND POSSIBLE ACTION

Landowners should be responsible for trees outside of the rights of way. Chairman Anhalt would like to do some measuring. He noted that the property owners should have to share some of the cost to remove overhanging limbs. No quote for removal has been received. Chairman Anhalt will talk to David Schmidt and to landowners of overhanging trees.

DISCUSS AND ORDER TOWN ROAD SIGNS

Discussion took place regarding replacement of some of the road signs that are in poor condition or missing. Supervisor Augustine noted that there are five stop ahead signs missing.

MAINTENANCE ISSUES

Supervisor Augustine said that the 2005 IHC truck needs a new steering box and other minor items. The engine front cover is leaking on the 2015 Western Star truck.

REPORTS TO THE BOARD: CONNIE, TAMMY, DANNY, DEAN, GORDON AND LEE

Clerk Tesarik found a website where updated town employment posters could be purchased. The board approves her decision on the replacement posters. Treasurer Thielbar will discuss approval of address numbers with Chairman Anhalt. There is an incorrect house number at the end of Buck Lane. The property is being sold, and this may be a good time to make the correction. Chairman Anhalt asked Ms. Thielbar to check on what the house number should be. Danny Liermann was not present. Nothing further from Supervisor Augustine. Superintendent Stefaniak noted that it appears there may be someone living in a travel trailer on Steiners Corners Road. Ms. Thielbar provided Chairman Anhalt with a contact phone number. Chairman Anhalt said a driveway permit at Division and Sturm was issued to Ervin Sinkula.

APPROVE FINANCIAL REPORT

Supervisor Stefaniak moved to approve the financial report. Motion seconded by Supervisor Augustine. All votes in favor. Motion carried.

MOTION TO PAY THE BILLS

Supervisor Stefaniak moved to pay claims as presented by the clerk. Motion seconded by Supervisor Augustine. All votes in favor. Motion carried. Claims were approved as presented and checks were signed.

ITEMS FOR NEXT BOARD MEETING

Samz Road BIL grant update; update on filling the road superintendent vacancy; 2025 budget adjustment; Plan Commission organizational review; overhanging trees in rights of way; 2025-2026 alcohol and operator license renewals; quotes for town road patching

ADJOURN

Supervisor Stefaniak moved to adjourn the meeting at 8:54 p.m. Motion was seconded by Supervisor Augustine. All votes were in favor. Motion carried.

The next regular meeting of the town board will be on Monday, June 2, 2025, at 7:00 p.m. Board of Review will be called to order at 6:45 p.m. to adjourn to a later date. These minutes were taken at the May 5, 2025, monthly town board meeting and recorded here on May 19, 2025. These minutes will be board approved at the next regularly scheduled town board meeting.

Connie Tesarik - Clerk