

TOWN OF MISHICOT MONTHLY MEETING MINUTES
TUESDAY, SEPTEMBER 2, 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. Dean LeCaptain was also present.

GUESTS

Yvonne Holzer, Madeline Rathgaber, Bob DesJarlais, Lew Herro, Dave Herro, David Schmidt, Malcolm Peroutka, Mark Rahmlow, Leon Schmidt, Melissa Daron

PLEDGE OF ALLEGIANCE

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

APPROVE MINUTES OF THE AUGUST 4, 2025, BOARD MEETING AND THE MINUTES OF THE AUGUST 7 MEETING OF THE BOARD OF REVIEW

The minutes of the August 4, 2025, Board Meeting and the minutes of the August 7 meeting of the Board of Review were reviewed by the board upon e-mailed receipt.

Supervisor Augustine moved to approve the minutes of the August 4, 2025, board meeting and the minutes of the August 7 meeting of the Board of Review. Supervisor Stefaniak seconded the motion. All votes in favor. Motion carried.

APPROVAL OF AGENDA AS PRINTED

Supervisor Stefaniak moved to approve the September 2, 2025, monthly meeting agenda. Supervisor Augustine seconded the motion. All votes in favor. Motion carried.

CORRESPONDENCE

Ms. Tesarik presented the following: Planning and Parks monthly zoning report for the month of July; Notice of Planning and Parks Commission hearing regarding requests for rezoning for Paul G. Bertler, Irrevocable Trust; DSPS Conditional Approval for TR Storage Building #6; Preliminary Population Estimate from the DOA - 1316; Notice of Timber Cutting for Schmeichel; Equalization Report for 2025 - \$176,270,400 in equalized value, representing a 5% increase from 2024. The clerk noted that she resubmitted the annual Cooperative Agreement for the County Recycling Consolidation Grant for 2026. A flier was also presented by Ms. Thielbar for Great Oaks Tree Service, which she had recently received.

Chairman Anhalt introduced the Town's newest employee, Town Road Superintendent Dean LeCaptain. Welcome to the staff, Dean!

PUBLIC INPUT

Ms. Yvonne Holzer and Madeline Rathgaber, both residents of E. Assman Road, commented that they were not aware that the bridge was going to be repaired and were wondering why they were not notified. Chairman Anhalt stated that the poor condition of the bridge on E. Assman Road was discovered during a routine inspection of the town's small bridges and culverts. The condition was such that the town was advised to close the bridge for safety concerns until further evaluation could be made concerning its overall safety and weight limit. Notices were put on Facebook and on the town's website. The center of the bridge is good, but the bridge had been added onto at some point, and the outside I-beams are rotted through. The town's plan is to reduce the bridge to one lane, with a weight limit, until such time as the bridge can be repaired or replaced. Mark Rahmlow asked if there was a time line, but none is known at this time. Chairman Anhalt assured the residents that snow will be removed through the winter.

INFORMATION ON DNR BUILDING LOCATED AT 2220 E CTH V MISHICOT

Mr. Lew Herro addressed the board as owner of the property at 2220 E. CTH V, Mishicot. He asked if the board would have any interest in purchasing the building as a town hall and shop location. He described the building and land attributes and offered assistance with financing. The DNR has built a new building in the Collins Marsh area. Chairman Anhalt noted that we would still need a salt shed. Chairman Anhalt explained that the town does not have the money right now. Mr. Herro offered to get exact square footage of the building's areas and to answer any questions that the board might have. Chairman Anhalt asked for the matter to be placed on the October 6 agenda.

SAMZ ROAD BIL PROJECT UPDATE

Chairman Anhalt said there are some issues with the Samz Road construction; there are utility poles in the middle of the ditch; there are 60' culverts in place as requested, but only 25' of gravel placed over them; and the DOT project manager has reported that there are issues with the subgrade and base for the new roadway. The roadbed conditions are much worse than originally anticipated. The original contract had an estimated quantity of 270 cubic yards of Excavation Below Subgrade (EBS) to correct areas of poor subgrade. They are now anticipating this quantity to be roughly 3,800 yards of additional excavation. The estimated additional work will cost over \$210,000. Fortunately, there is enough federal money attached to this project ID to cover this cost at the 80% federal/20% local cost share split. It is estimated that this work will add roughly \$42,000 in local cost share. Chairman Anhalt will try to get change orders to get the problems resolved. Any changes will have to happen quickly since they will be paving next week. Mr. Anhalt hopes that the cost of the changes will fall within the 80/20 Federal/Municipal split. Chairman Anhalt further stated that Mr. Funk is concerned that the ditch is not correct as there is no backside of the ditch to catch water. Mr. Anhalt was also concerned about a berm that was created through a deal the contractor made with Fox Hills to handle loose soil and to keep from

having to haul it away. Mr. Anhalt is concerned that the berm may cause issues with snow removal.

Mr. Anhalt spoke with the village. The village agreed that they must do the project right. Chairman Anhalt will work to decide what portion of the changes will be divided between the town and village. It was agreed that the town try to stop the current loan application with the BCPL, which is in the amount of \$125,000, and reapply for a higher amount.

Supervisor Stefaniak moved to borrow an additional \$40,000, increasing the total BCPL loan request to \$165,000, to cover the additional work that has to be done. Motion was seconded by Supervisor Augustine. All votes in favor. Motion carried.

It was decided to request the first half of the loan amount for October 15, with the remainder to be requested for December 1.

ASSMAN ROAD BRIDGE - EMERGENCY REPAIR

Chairman Anhalt stated that it is the town board's decision regarding how to handle the current situation with the Assman Road bridge, since it is a town bridge. The board discussed ways to support the bridge for now. It is preferred to keep the road open with the traffic funneled to one lane on the bridge. Mark Rahmlow was given an alternate route for hauling: Saxonburg to Nuclear and then to CTH B.

Chairman Anhalt also noted proposed Livestock Siting Rule changes since Mr. Rahmlow might be interested in knowing the proposed changes. Currently, the rules indicate that there must be proof shown of land leased in order to get a CAFO. There has been consideration to removing this requirement since it has happened that more than one farmer has listed the same parcels of land as leased. This proposed change will be coming before the County Board.

An estimate to repair the bridge could be from \$70,000 to \$90,000. Bridge aid will be applied for if the project qualifies for it. There will be a special meeting of the board to discuss and arrange for the partial bridge opening.

STEINERS CORNERS AND TISCH MILLS BRIDGE - STATE MAINTENANCE AID DISCUSSION AND POSSIBLE ACTION

Gary Miller of Manitowoc County Highway Department has discussed the possibility of the town receiving local bridge aid. Non-state maintained bridges are inspected biennially. WisDOT developed a planning inventory and needs assessment in a program to replace or rehabilitate bridges on the local system. Generally, these funds are distributed on an 80/20 split. Bridges must have a span of greater than 20 feet to be eligible for funding. Mr. Miller has provided the Town of Mishicot with much information on the Local Bridge Assistance Program. He included a Bridge Project Scope Eligibility List. Structure B360511 Tisch Mills Bridge and Structure P360133 Steiners Corners Road Bridge are on the list. The Tisch Mills Bridge shows the following Work Concept: Overlay deck-bituminous hot mix asphalt (HMA) with membrane.

The Steiners Corners Bridge shows the following Work Concept: Overlay deck-concrete/paint. The board briefly discussed the rehabilitation work for these two bridges. An estimate for the Steiners Corners Bridge is \$300,000. The village and the town often share costs on this bridge. The village is not interested in the project at this time. Supervisor Augustine noted that the approaches should be fixed. However, we may have to let this go for now.

MANITOWOC COUNTY EMS ASSOCIATION MUTUAL AID PACT

Supervisor Stefaniak moved that the town sign the Manitowoc County EMS Association Mutual Aid Pact. Motion seconded by Supervisor Augustine. All votes in favor. Motion carried.

EMERGENCY OPERATIONS PLAN UPDATE AND REVISION

The clerk said she had received an email from Rhonda Green, Manitowoc County Director of Emergency Services stating that she did not have a copy of the town's Emergency Operations Plan (EOP). The clerk noted that the town's plan is from April, 2019, and is out of date, and is in need of updating several services and contacts. The board will review the document by the next board meeting.

DISCUSSION AND POSSIBLE ACTION REGARDING A REQUEST FOR A LEVY LIMIT INCREASE FOR 2025 TAX BILLS

The clerk anticipates the calculations from the state for net new construction and for the 2026 debt payments due for the town in order to prepare the resolution by the board to begin action to request a levy limit increase for the 2025 tax bills will be available soon. The request is expected to be in the amount of an additional \$200,000. A resolution will be prepared for adoption at the October 6 board meeting.

GRIEVANCE PROCEDURE UPDATE; POSSIBLE ADOPTION OF RESOLUTION 2025-04 TO UPDATE POLICY

Motion made by Supervisor Stefaniak to adopt Resolution 2025-04 Grievance Procedure. Motion seconded by Supervisor Augustine. All votes in favor. Motion carried.

TOWN OFFERING INCOME CONTINUATION INSURANCE (ICI) BENEFIT - CURRENT PREMIUM HOLIDAY

Tabled to the October 6 meeting to allow more time to gather information regarding potential cost of the plan if the premium holiday would end.

NO PARKING SIGN REPLACEMENT ALONG TISCH MILLS ROAD BETWEEN ST. ISIDORE CHURCH AND THE CRAZY 8

Chairman Anhalt replaced the signs that were there and painted the posts and straightened them.

Further discussion occurred regarding the placement of signage in that area.

DISCUSSION AND POSSIBLE ACTION REGARDING ADOPTION OF PLAN COMMISSION ORDINANCE 2025-1

Supervisor Stefaniak moved to adopt Plan Commission Ordinance No. 2025-1. Motion seconded by Supervisor Augustine. All votes in favor. Motion carried. Ordinance No. 2025-1 replaces Ordinance No. 2006-1, 11-3-2028.

DISCUSSION AND POSSIBLE ACTION REGARDING JUNK PROPERTIES IN THE TOWN

Tabled to a future date.

DAVID SCHMIDT - PERSONAL PROPERTY ON TAX ROLL

Chairman Anhalt gave a summary of the past events surrounding the personal property owned by David Schmidt. Personal Property no longer exists as of 2024. A disagreement has occurred between the town, the town assessor, and the county property lister as to how the former personal property is now to appear on the tax roll as real property. The disagreement concerns the creation of a legal description for the personal property and its placement as its own parcel on the town's real estate assessment roll. The property lister will not accept the new parcel without a metes and bounds description. The law does not state that a metes and bounds description is necessary. The county has stated that this is causing a discrepancy in the assessment roll between the county and the town. Without matching numbers, the property lister will not allow tax bills to be printed. Chairman Anhalt has reached out to the county executive, the property lister, Matt Randerson and Tim Ryan to no avail. The town's assessor, Ms. Daron, says they are applying laws to these parcels that do not apply in this situation. Ms. Daron noted that the Department of Revenue can review a request of the town for assistance. The plan is for letters requesting review from the Department of Revenue sent by the town, the assessor, and the Schmidt's. If the Department of Revenue cannot assist the town in resolving this matter, the only recourse remaining would be legal action; however, the town's legal counsel had said last year that the town would probably not win. Chairman Anhalt has written a letter, which he read to those present. The letter will be sent next week Monday after the letter can be reviewed by the board members. NOTE: The clerk sent the letter via email to Kathryn Soto-Moreno of the Wisconsin Department of Revenue on Tuesday morning, September 9.

DISCUSSION AND POSSIBLE ACTION REGARDING POTENTIAL LEGAL ISSUES WITH REGARD TO THE TAX ROLL

Discussion and review continued regarding the same.

MAINTENANCE ISSUES

Chairman Anhalt asked if we need any plow blades from the County. He had been in touch with Tyson 920-683-4350, regarding a joint purchase As Tyson will be placing an order shortly.

Dean LeCaptain will begin mowing tomorrow and Thursday. Mr. LeCaptain asked about the willows by Jerome Wotachek on Tapawingo Road. The board suggested that Jim Garber could help with cutting those by the Tapawingo bridge, east of Jerome Wotachek's buildings.

Supervisor Augustine reported that the truck repairs are done, the mower is good, and that a cylinder on the grader still needs to be done at a cost of about \$600.

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

Mr. Augustine also said that Zander Road is still sinking by the box culvert. Gary Miller from Manitowoc County has said that the culvert is 38" and would qualify for bridge aid. The board discussed sign inventory. We are in need of two "T" signs. Supervisor Augustine further stated that Joe Heyroth helped fill holes on Benzinger Road. Concrete could be pumped in there, about 8-10 feet. Mr. Augustine said that could be worked on this fall.

Ms. Tesarik pointed out that the Road Certification packet from the DOT had arrived. It should be completed by October 15. Mr. Anhalt will review the packet and submit as needed.

Ms. Thielbar presented a map of the town she had gotten from the County for possible use by the road superintendent.

Supervisor Stefaniak reported that there had been a rumor about the Town of Two Rivers pulling out of the Ambulance Service. They are not pulling out at this time.

Chairman Anhalt said he had been to a couple of meetings with the County regarding CAFO permitting or expanding. Applicants need to show proof that land has been leased for five years for spreading manure. There are some who want that requirement removed. Mr. Anhalt said this is a second layer of protection and wants the protection to stay in place. The problem has been that sometimes two farmers have the same land listed as their leased land. Mr. Anhalt would like to hear from other people on this subject.

Chairman Anhalt further reported that LRIP funding will be coming up, but he does not know if the town's turn is coming up yet.

Mr. Anhalt is still gathering information regarding the center stability of the Assman Road bridge.

APPROVE THE FINANCIAL REPORT

Supervisor Stefaniak moved to approve the financial report as presented by the clerk. Motion seconded by Supervisor Anhalt. All votes in favor. Motion carried.

MOTION TO PAY THE BILLS

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

ITEMS FOR NEXT BOARD MEETING

Samz Road Construction Update; amended BCPL borrowing resolution for Samz Road; Resolution of the town board to pursue tax levy exceedence on the 2025 tax bills; road crossing signage at Zander and Tisch Mills Road; DNR building; Emergency Operations Plan (EOP) update; update on the tax roll personal property matter; Income Continuation Insurance (ICI); Assman bridge; set budget work meeting date

ADJOURN

Supervisor Stefaniak moved to adjourn the meeting at 9:39 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, October 6, 2025, at 7:00 p.m. These minutes were taken at the September 2, 2025, monthly town board meeting and recorded here on September 14, 2025. These minutes will be board approved at the next regularly scheduled town board meeting.

Connie Tesarik - Clerk