

MINUTES—TOWN BOARD MEETING
DECEMBER 15, 2024

1. CALL TO ORDER WITH ROLL CALL

THE MEETING WAS CALLED TO ORDER AT 6:00PM BY CHAIRMAN SCHOPF WITH THE FOLLOWING BOARD MEMBERS PRESENT; DALE WIEGAND, MARK GRAUPMAN, ELIZABETH GAUGER, MYLES DANNHAUSEN, STEVE SCHOPF AND CLERK-TREASURER PAM KRAUEL.

2. PLEDGE OF ALLEGIANCE

3. ADOPT THE AGENDA

GAUGER MOVED TO ADOPT THE AGENDA, SECOND BY GRAUPMAN, MOTION CARRIED.

4. APPROVE MINUTES

NOVEMBER 18, 2024 SPECIAL TOWN BOARD MEETING—BUDGET HEARING; GRAUPMAN MOVED TO APPROVE, SECOND BY WIEGAND, MOTION CARRIED.

NOVEMBER 18, 2024 TOWN BOARD MEETING; WIEGAND MOVED TO APPROVE, SECOND BY GAUGER, MOTION CARRIED.

5. APPROVE FINANCIAL REPORT

KRAUEL GAVE A REPORT ON THE AMERICAN RESCUE PLAN INTEREST EARNED AND WHAT TO DO WITH IT. WIEGAND MOVED TO TRANSFER ALL INTEREST FROM AMERICAN RESCUE PLAN TO FUTURE OUTLAY EQUIPMENT ACCOUNT, SECOND BY GRAUPMAN, MOTION CARRIED.

GRAUPMAN MOVED TO APPROVE THE FINANCIAL REPORT, SECOND BY DANNHAUSEN, MOTION CARRIED.

6. OPEN SESSION.

NO DISCUSSION.

7. REVIEW PERMIT FEE'S TO BE INCREASED FOR 2025

A FEE SCHEDULE WAS PUT TOGETHER BY SUPERVISOR GRAUPMAN THAT THE BOARD REVIEWED. WIEGAND MOVED TO RAISE THE BUILDING PERMIT FEES BEGINNING IN 2025 TO THE FOLLOWING, RESIDENTIAL AND MANUFACTURED HOMES-\$200, COMMERCIAL BUILDINGS-\$300, ADDITIONS, OUTBUILDINGS, DRIVEWAYS-\$75, SIGNS-\$60 AND FEE FOR SECOND TRIP TO SITE-1/2 OF PERMIT FEE, SECOND BY DANNHAUSEN, MOTION CARRIED.

8. UPDATES WITH AT&T FIBER TO INCLUDE CORRESPONDENCE REQUEST FROM JESSICA HATCH AND AT&T HOSTING SPECIAL EVENT IN MAY OF 2025.

THE REQUESTED EMAIL FROM JESSICA HATCH WAS SHARED WITH THE TOWN BOARD. TOWN BOARDS CONSENSUS WAS THAT UPDATES SUBMITTED TO HATCH WILL COME FROM THE MUNICIPAL OFFICE WHEN IT IS PERTINENT INFORMATION IN REGARD TO THE AT&T PROJECT IN THE TOWN OF EGG HARBOR. GAUGER REPORTED AT&T VIRTUALLY MET WITH HER AND KRAUEL INDICATING THEY WANT TO HOST A SPECIAL EVENT AS A RIBBON CUTTING THIS SPRING REFLECTING HIGH SPEED INTERNET COMING TO EGG

HARBOR TO INCLUDE SEVASTOPOL AND TOWN OF STURGEON BAY. THEY REVIEWED SOME POTENTIAL LOCATIONS AND ONE THAT WAS DISCUSSED WAS HORSESHOE BAY FARMS. SCOTT DAVIS WILL BE REACHING OUT TO THE PROPERTY OWNER.

9. TOWN ORDINANCES.

TOWN BOARD RECEIVED A COPY OF A LETTER THAT WAS SUBMITTED TO THE OWNER OF CARLTON HEIGHTS MOBILE HOME PARK FROM ATTORNEY NESBITT IN RESPECT TO THE CONDITIONS OF THE PROPERTY.

10. UPCOMING VIRTUAL BOARD OF REVIEW TRAINING.

AFTER DISCUSSION WITH BOARD MEMBERS ON WHO CAN ATTEND THE TRAINING IT WAS DETERMINED TO HOLD OFF UNTIL FEBRUARY UNTIL KRAUEL REACHES OUT TO THE ASSESSOR AS TO WHEN THE BOARD OF REVIEW WILL BE SCHEDULED AND IF THERE WILL BE CONFLICTS WITH A NUMBER OF SUPERVISORS GONE ON VACATION.

11. TOWN ROADS TO INCLUDE BRUSHING

CHAIRMAN SHOPF HAD A REQUEST FROM THE HIGHWAY DEPARTMENT TO DO SOME BRUSHING ON WEST ELM ROAD TO MAKE BETTER CLEARANCE FOR THE PLOW TRUCK. DANNHAUSEN INDICATED THERE ARE SOME AREAS ON MAPLE TREE WITH HANGING BRANCHES AND FALLEN TREES IN THE DITCH AREA. ANOTHER AREA THAT WAS POINTED OUT WAS WEST CARLSVILLE ROAD ACROSS FROM THE MOBILE HOME PARK. SCHOPF WILL GO AND REVIEW THESE AREAS AND THEN MEET WITH THE HIGHWAY SUPERVISOR TO DETERMINE WHICH AREAS TO BRUSH.

THERE WAS ALSO THE DISCUSSION OF RAINBOW RIDGE COURT IN REGARD TO THE CUL-DE-SAC AT THE END OF THE ROAD. KRAUEL WILL REVIEW IF THERE IS A PREVIOUS SURVEY AND OR CONTACT STANTEC ENGINEERING IF THEY HAVE ANY PREVIOUS SURVEYS OF THE AREA AND REPORT BACK NEXT MONTH.

AFTER THE FIRST OF THE YEAR SCHOPF IS GOING TO TALK TO TOWN OF SEVASTOPOL ON CLARIFICATION OF SHARING TOWN LINE ROAD AND SEE HOW SEVASTOPOL REPORTS TO THE STATE.

12. TOWN HALL, BUILDINGS & GROUNDS, TOWN PROPERTY. NO DISCUSSION.

13. REPORTS

A. PLANNING COMMISSION. DID NOT MEET IN DECEMBER.

B. LICENSE, BUILDINGS & SIGN PERMITS. PERMIT APPLICATIONS HAVE SLOWED CONSIDERABLY THIS MONTH.

C. COUNTY BOARD REPRESENTATIVE MONTHLY REPORT. GAUGER REPORTED COUNTY WILL BE HAVING A SPECIAL MEETING IN RESPECT TO THE DOOR COUNTY MUSEUM. SHE IS ALSO ON THE COMMUNICATIONS COMMITTEE AND GAVE A BRIEF UPDATE.

D. TOURISM COMMISSION REPRESENTATIVE & TRAILS INITIATIVE MONTHLY REPORT.

DANNHAUSEN REPORTED HE TALKED TO THE LANDMARK ABOUT THE RECENT VACANCY ON THE TOURISM COMMISSION IF THERE IS A STAFF MEMBER INTERESTED ON SERVING ON THE COMMISSION BOARD. THEY ARE TO BE GETTING BACK TO HIM.

14. JOINT TOWN AND VILLAGE MATTERS

A. FIRE STATION/BALL FIELD/CEMETERY/RECYCLING

KRAUEL EXPLAINED THE BUDGET SHORTFALL FOR FIRE DEPARTMENT FOURTH QUARTER PAYROLL ALONG WITH THE PURCHASE OF AIR PACKS TO BE PAID THE END OF JANUARY. SHE REACHED OUT TO THE VILLAGE OF EGG HARBOR AND WE BOTH CUT OUR JANUARY 1ST INSTALLMENT CHECKS THIS LAST WEEK TO COVER PAYROLL TO BE PAID OUT THIS WEEK.

IN REGARD TO THE AIRPACK'S, KRAUEL REPORTED UNFORTUNATELY THIS WAS NOT WELL THOUGHT OUT TO PURCHASE A HIGH-END ITEM AT THE BEGINNING OF THE YEAR. BECAUSE OF THIS THE TWO MUNICIPALITIES WILL NEED TO PAY THEIR FEBRUARY SETTLEMENTS IN JANUARY AND TAKE INTO CONSIDERATION THAT THE THIRD INSTALLMENT WILL NOT TAKE PLACE UNTIL THE SECOND HALF OF TAX SETTLEMENTS IN AUGUST. SHE IS WORKING WITH THE VILLAGE AND INFORMING THE FIRE CHIEF.

B. FIRE COMMISSION.

HAS NOT MET IN A FEW MONTHS. VILLAGE TO DATE HAS VACANCIES.

15. CORRESPONDENCE TO INCLUDE 2024 HOLIDAY GATHERING OF TOWN OFFICIALS

GAUGER HAS PUT TOGETHER THE HOLIDAY GATHERING AND HAS BOOKED THE CARRINGTON FOR FEBRUARY 21ST. SHE INDICATED THE TABLE WILL BE READY AT 5:15PM.

16. APPROVE VOUCHERS

GRAUPMAN MOVED TO APPROVE THE VOUCHERS IN THE AMOUNT OF \$195,132.02, SECOND BY WIEGAND, MOTION CARRIED.

17. ADJOURNMENT.

DANNHAUSEN MOVED TO ADJOURN, SECOND BY GRAUPMAN, MOTION CARRIED. 7:50PM.

RESPECTFULLY;

PAM KRAUEL, CLERK-TREASURER