Summary of Town Board Meeting Recap

Created on August 12, 2025 by Summary AI

In Attendance:

Wayne Vetting

Al Szymczyk

Randy Wagner

Steve Klinkner

Joe Stanzel

Carol Brey

Rick Brey

Mike Hansen

Overview

- Agenda and July minutes approved, motion made by Supervisor Cody Thiel seconded by Supervisor Matt DiMarco.
- Financial reports reviewed; plan to diversify CDs across banks for FDIC coverage
- Road updates: South 15th and Koeppel Lane repairs scheduled; ongoing monitoring of road conditions
- IT update: Website access issues for clerks, need resolution; discussion on social media use and archiving requirements
- Water main meeting reviewed; awaiting response from Public Service Commission, may escalate to state legislature
- Permit updates: new home, garage, and shed permits; discussion on permit fee consistency with other towns
- Budget and financial planning: 7.2% increase in general transportation aid expected
- Constable and supervisor reports: addressed resident concerns, road maintenance, and public safety issues
- Upcoming events: Town Association meetings, recycling grant received, next meeting set for September 8th

Meeting Called to Order, Roll Call, Agenda Approval

- August Town of Manitowoc board meeting called to order.
- Pledge of Allegiance recited.
- Roll call conducted; Andy absent, expected late.
- July agenda approved by motion and vote.

Public Comment & Financial Reports

- No public comments raised.
- Financial reports reviewed by all members.
- Early distribution of financials facilitated in-depth review.
- Question raised about separating CDs into multiple banks.

Old Business: Meeting Procedures & Robert's Rules

- Robert's Rules of Order allows 'Point of Order' to correct meeting direction.
- 'Point of Order' can be used if discussion is off agenda.
- Chair must acknowledge and return to agenda when 'Point of Order' is raised.
- Board members share responsibility to keep meetings on track.

Roads Update: South 15th, Koeppel Lane, Resident Concerns

- County applied reground blacktop to South 15th shoulder and rolled it down.
- Plan to monitor condition after rain.
- Half an inch of heavy rain occurred; blacktop held up better than previous storm.
- Alternative solutions available if current fix fails.

IT & Social Media Policy Discussion

- Clerks unable to log into website; issue needs resolution for communication.
- Clerk training held end of July; feedback positive and relevant.
- Town association plans increased training for clerks and treasurers.
- Melissa Kono hired to lead training initiatives.
- Recent classes covered elections, roles and responsibilities, AI for towns, and social media.

New Business: Social Media, Website, Email, Grants

- Public business must archive all social media posts and comments indefinitely.
- Removing comments still requires archiving for legal protection.
- Option exists to disable comments for one-way communication.
- Website development prioritized before expanding social media presence.
- Social media management requires dedicated oversight and monitoring.

Water Main Meeting & Public Service Commission Follow-up

- Discussed setting up .gov email addresses for officials (clerk, treasurer, supervisors, chairman, deputy).
- Sprinter and Town Web identified as potential vendors; Sprinter unresponsive to previous inquiries.
- Grant available for $600 to cover domain setup and first year; application deadline in December or possibly earlier (October).
- Wisconsin .gov domain preferred due to state-managed DNS and lower administrative burden.
- Action items: check with Town Web about handling setup; if not feasible, contact Sprinter; centralize process through one person.

Permits, Fees, and Road Maintenance

- Public Service Commission (PSC) sent questions to City of Manitowoc Public Utilities regarding water main issues.
- PSC response to submitted letter (signed by both town boards) remains pending; no reply received after promised two weeks.
- PSC process described as slow; resolution may take up to five years.
- Recommendation to contact state legislators for more effective action if PSC remains unresponsive.
- Plan to follow up with PSC and, if no response by next month, escalate to state legislature.

Constable & Supervisor Reports: Resident Issues, Road Safety

- Driveway permit issued for 3528 Cimarron Court (Mr. Holschbach) for duplex construction.
- New home permit issued for 4714 South 10th (John and Cassidy Gallenberger).
- Permit issued two months ago to Trent Nelson for large garage construction.
- Carla Juergens denied permit for 10x20 ft movable shed on Goodwin Road due to agricultural zoning.
- Road repair completed for hole at Cimarron Court and Jenny Road.

Budget, Financial Planning, and Road Bids

- Discussion on justifying changes to permit fees; no current problem identified.
- Current practice: no fee charged for certain property improvements (e.g., roofs, siding, windows).
- Tavern permit fee increased from $100 to $150 by the state.
- Board to review and consider consistency with other towns regarding permit requirements and fees.
- No inspection or cost to the town for maintenance improvements; only electrical work requires inspection.

Banking: CD Diversification for FDIC Coverage

- Require three bids for all projects, especially for state programs.

- Recommend three bids even if town funds project, for transparency.
- Label and send all bids clearly to clerks (e.g., 'bid one', 'bid two').
- Ensure at least a copy of the original bid is sent if the original is unavailable.

Clerk/Treasurer Updates: Licensing, Fire Dues, Assessments

- Approved July meeting minutes with correction: 'Goodwood Road' changed to 'Goodwin'.
- CDs to be moved to different institutions to comply with $250,000 FDIC insurance limit.
- Renewal dates for CDs to be checked; due either September or December 2024.
- Meeting minutes now generated using AI, with expected improvements over time.

Constable & Supervisor Reports: Ditch, Tree, and Road Issues

- Constable reported only one incident for July.
- Complaint received about grass blown onto road at 2505 Jenny Road.
- Constable visited property; lawn service, not homeowner, was responsible.
- Constable warned lawn service about citation risk; issue corrected immediately.

Clerk/Treasurer: Pet Licensing, Fire Reports, 911 Signs, Grants

- Uncertainty about whether Vinton has completed road work; residents raised concerns about trees on 15th Street.
- County typically handles ditch cutting; T.J. Seiler offered skid steer services for urgent areas.
- Public safety concerns justify immediate action and cost for tree/brush removal.
- Restoration on Birch and Elm Roads incomplete; hydrant installation pending; follow-up with Vinton required.

State & Association Updates: Legislative Advocacy, Training

- Goodwin Road repaving discussed; proposal to raise road by 1 foot under review.
- Fire dues: Silver Creek received $4,325.64 (72.58%), Rockwood $1,634.19 (27.42%).
- 911 signs: 129 new received, 118 arrived in October, 108 more to be ordered; old signs to be recycled.
- Recycle grant awarded: $2,095.06; consolidation award: $260.69.
- Rat infestation bill added as special assessment to property taxes; health department to be reimbursed after taxes collected.

Upcoming Meetings, Conventions, and Adjournment

- Wisconsin has **72 counties**, **1,244 towns**, **45 villages**.
- Wisconsin Towns Association represents towns/villages in state government; **80%** of work is flagging bills harmful to rural communities.

- General transportation aid increased by **7.2%** (4.2% base + 1.3% per mile).
- State promotes consolidation of emergency services; new law allows up to **15% cost overrun** for consolidation grants.
- Town Advocacy Council funded by **55%** of towns; quarterly and annual meetings provide legislative updates.