

Summary of Manitowoc Town Board Nov 2025

Created on November 11, 2025 by [Summary AI](#)

In attendance:

Steve Klinkner

Randy Wagner

Pledge of Allegiance

Approval of Minutes and Agenda

- October meeting minutes reviewed and approved. Supervisor DiMarco made a motion to approve Supervisor Thiel second the motion.

Financial Reports and Budget Overview

- Nationwide rejected manual retirement check; requires automatic withdrawal.
- Returned check to be redeposited and reused at end of December.
- Automated deposits becoming standard practice among firms.

Road Projects, Budget, and Grant Compliance

- Budgeted \$100,000 annually for road projects; current rollover estimated at \$140,000.
- Recent project (Jenny) cost \$65,000; 10% increase brings estimate to \$70,000.
- Primrose road estimated at \$80,000 in grant application; recommended budget \$140,000.
- State-funded projects require strict documentation, engineering studies, and adherence to state specifications.
- All project documents must be copied to the clerk for compliance and record-keeping.

Parking, Safety, and Community Issues

- Discussed potential parking lot near soccer club; decision tabled for annual meeting.
- Town not currently providing financial support for parking lot; open to non-financial assistance.
- Authority and maintenance responsibility for right of way and parking area unclear; city and county involved.
- Budget priority: proceed with generator purchase for building; donations insufficient, town may allocate funds.

IT, Communication, and Social Media Policy

- Board to continue using current website for information sharing.
- YouTube, Twitter, and Instagram identified as effective outreach platforms.
- All official posts on social media must be recorded in meeting minutes and retained for **five years**.
- Monitoring and documentation required for all comments and deletions on digital platforms.
- Discussion on town email and social media policy tabled until next month.

Water Main, Address Markers, and Property Issues

- Water main construction completed for now.
- Road shoulders and ditches are soft; risk for winter snow plowing.
- Ditch depth and washout issues reported on Jenny Road and 19th corner.
- Fire department reviewing driveway marker needs; signs to be ordered as specified.

Permits, Property, and Miscellaneous

- Board of Adjustment granted duplex conditional use permit to Mike Mecca last month.
- State no longer reimburses for road-killed deer removal; current practice is roadside abandonment.
- Permit for 1881 Nagel Avenue pending fee payment; planning and zoning to follow up on conditional use compliance.
- Election classes focused on fraud in larger cities and legal/social media issues; emphasized correct social media use to avoid liability.

Pay Procedures and Board Compensation

- Meeting pay: \$45/hour (up to 3 hours), \$65 if over 3 hours.
- Mileage reimbursement: \$0.70/mile; must record and submit mileage for payment.
- Accurate, timely documentation required for payment; late or missing submissions not paid.
- Pay periods end quarterly; December submissions due by December 15.
- Reminders for submission deadlines may be sent via email.

Next Meetings and Closing

- Next Town Association meeting scheduled for **January**.
- Next regular meeting set for **December 1st, 7 p.m.** (moved from December 8th).
- December meeting scheduled for the **first Monday** due to **tax requirements**.
- Budget meeting to occur before regular meeting; updates to be sent via email.
- Meeting adjourned after motion and approval.

