

Town of Manitowoc

Town Board Meeting Minutes

Date: July 13, 2026

Time: 7:00 PM

Location: Town Hall / Silver Creek Fire Station

Call to Order

Chairman Jeff Blahnik called the regular meeting of the Town of Manitowoc Board to order at 7:00 PM.

Pledge of Allegiance

The Pledge of Allegiance was recited.

Roll Call

Present:

- Chairman Jeff Blahnik
- Town Clerk Jeri Gilbert
- Deputy Clerk Kristen Schmidt
- Supervisor Cody Thiel
- Constable Andy Shavlik

Excused:

- Supervisor Matt DiMarco

Others Present:

Joan Bender, Mike Hansen, Bonnie Wech, Mike Wech, Steve Klinkner, and Crystal Klosinski.

Approval of Agenda

A motion was made by Supervisor Thiel, seconded by Chairman Blahnik, to approve the agenda as presented. Motion carried.

Approval of Previous Meeting Minutes

A motion was made by Supervisor Thiel, seconded by Chairman Blahnik, to approve the minutes of the previous Town Board meeting. Motion carried.

Public Comment

Nuisance Property – 2500 Jenny Road

Several residents addressed the Board regarding ongoing nuisance concerns at 2500 Jenny Road. Complaints included excessive noise from roosters, geese, ducks, turkeys, and other animals, as well as concerns regarding the accumulation of structures, appliances, debris, and odors affecting neighboring properties.

Resident Mike Wech brought Ordinance 10.04 – Public Nuisances Affecting Peace and Safety to the Board's attention, specifically the section relating to noisy animals or fowl. It was explained that zoning jurisdiction for the property rests with Manitowoc County Planning and Zoning due to the property's classification and location.

Residents were advised that enforcement actions require documented evidence, including:

- Photographs
- Video recordings
- Dates and times of disturbances
- Witness statements
- Decibel measurements, when possible

Residents submitting complaints:

- Mike and Bonnie Wech
- Travis and Sarah Peterson
- Chris and Jenny Gospodarek
- Glenda Gospodarek
- Kyle and Nicole DeRoche
- Paul Pritel
- Victor Siehr

The Board will continue coordinating with Manitowoc County Planning and Zoning and the Town Constable to look into this matter.

Roads and Drainage

The Board reviewed current road maintenance projects.

Discussion included:

- Completion of seasonal ditch cutting.
- Ongoing drainage concerns.
- The condition of Silver Creek Road, which remains one of the Town's highest road priorities.
- Possible seal coating, resurfacing, drainage improvements, or reconstruction.

The Board discussed pursuing Local Roads Improvement Program (LRIP) funding once application guidance becomes available and obtaining additional cost estimates from contractors.

Action Item: Continue researching road repair options, obtain contractor estimates, and monitor LRIP grant opportunities.

Garbage and Recycling Services

Residents reported concerns regarding:

- Broken glass and debris left on roadways following recycling collection.
- Hydraulic fluid leaks.
- Damage caused by garbage and recycling trucks.

The Board discussed future garbage and recycling contract options and agreed that future bid specifications should include:

- Garbage totes
- Tote repair and replacement responsibilities
- Cleanup of roadway debris
- Minimum service expectations

Action Item: Add garbage and recycling contract specifications and the bidding process to a future Town Board agenda.

Address Markers and Road Signs

The Board received updates regarding:

- Installation of 911 address markers.
- Replacement of damaged road signs.
- Ongoing address marker orders.

Additional address markers will be installed as the remaining information is received.

Backup Generator

The Board reviewed progress toward purchasing a backup generator for the Town Hall.

Meetings have been held with the Fire Department and equipment vendors. Kohler remains under consideration, while Generac has provided pricing that includes a discount.

To avoid delaying emergency preparedness and election operations, the Board agreed to establish a decision deadline.

Action Item: If no commitment is received from Kohler by approximately August 15, 2026, the Board will proceed with the Generac proposal.

Elections

The Board reviewed preparations for the August 11, 2026, Partisan Primary Election.

Mandatory election worker training is scheduled for:

August 2, 2026, at 11:00 a.m.

The Board approved the following election wages:

- Deputy Clerk (Election Administrator): \$18.00 per hour
- Chief Election Inspector: \$16.00 per hour
- Election Inspectors: \$15.00 per hour

The Board also discussed reviewing election worker compensation in the future to remain competitive with neighboring municipalities.

Motion carried.

Mail Service and Drop Box

The Board discussed installing a secure locked drop box or mailbox at the Town Hall for Town and Fire Department correspondence.

Discussion included:

- Coordination with the United States Postal Service.
- Possible elimination of the existing post office box.
- Secure placement near the Town Hall.
- Camera surveillance options.

Action Item: Contact the United States Postal Service regarding available mailbox options and associated costs.

Constable Report

Constable Andy Shavlik reported a relatively quiet month.

Activities included:

- Removal of a fallen tree from Johnson Drive.
 - Response to minor burning complaints.
 - Animal-related calls.
 - Debris removal.
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Action Items

- Contact Manitowoc County Planning and Zoning regarding nuisance complaint documentation requirements.
 - Notify the Fire Department regarding the backup generator procurement timeline.
 - Continue researching road maintenance options and LRIP funding opportunities.
 - Contact the United States Postal Service regarding installation of a secure Town mailbox or drop box.
 - Maintain documentation of resident complaints and supporting evidence.
 - Prepare garbage and recycling contract specifications for future bidding.
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Upcoming Meetings

- **Town Board Meeting:** August 10, 2026
 - **Town Association Meeting:** September 17, 2026 (Town of Newton)
 - **Wisconsin Towns Association Annual Convention:** October 4–6, 2026 (Stevens Point)
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Adjournment

There being no further business, a motion was made to adjourn the meeting. Motion carried.

Respectfully submitted,

Kristen Schmidt

Deputy Town Clerk/Treasurer

Town of Manitowoc