

**TOWN OF ROYALTON
TOWN BOARD MEETING
THURSDAY, JUNE 13TH 2024
AT THE TOWN HALL AT 6:00pm**

AMENDED AGENDA MINUTES

This meeting agenda has been posted at the Town Hall, E5606 NShore Rd, State Rd 22-110 Posting Places

1. CALL MEETING TO ORDER
2. OPENING STATEMENT BY CHAIRMAN: This meeting and all other meetings of the Town Board are Open to the Public. Proper notice has been posted and given to the press in accordance with the Wisconsin Statutes so the townspeople may be aware of the time, place and agenda of this meeting.
3. ROLL CALL: Nathan Togstad, Marlyn Ebert, Steve Motiff, Julie Motiff, Judy Doud Absent: Julie Motiff
Visitors: Adam Dobbert, Mary Keehn, Richard Mittelstadt, Kris Rice, David Rice, Jim Domke, Justin Duranleau, Duane Sager
4. VISITORS INPUT: Adam Dobert requests ordinance established from the Township to allow ATV/UTV access to Royalton Gas Station, which is located on State Hwy 54. Will place as agenda item next meeting.
5. CLERK REPORT: Motion to approve May 2024 minutes by Ebert, second by SMotiff. Motion carried.
6. TREASURER'S REPORT: Trial Balance of accounts, Motion to approve the treasurer's report and clerk reconciled to the bank statement and treasurer's report. A motion to accept Treasurer's report by Ebert, seconded by SMotiff. Motion carried.
7. BUSINESS
 - a. Mary Keehn, candidate for Waupaca Co Register of deeds, makes introduction to townspeople. She relates you can check her website: www.marybkeehnforrod.com for detailed information on her qualifications.
 - b. Jim Domke questions concerning Bigalke Bridge project: Mr. Domke expresses concern of land owners downstream of the Bigalke Bridge, and how the bridge project will affect the floodplain downstream. He relates at high water the current bridge has backwater upstream, limiting the flow of water downstream. He is looking to confirm the new bridge design and engineering is in accordance with WISDOT Bridge Manual section 8.3, and will not raise the floodplain downstream. Has apprehension about the future Bigalke Bridge reconstruction. Togstad relates the Engineering, firm that is awarded the design contract is aware of the challenges of this bridge. The design portion has not been developed at this time. The company has stated they will meet with townspeople to address their issues/concerns as it gets closer to developing the design.
 - c. Justin Duranceau Parking on Cnty Rd B/Speed limit change: Township can establish an ordinance To reduce speed on Church St to 25mph. Excessive cars parking on Cnty Hwy B continues to be an issue. Sheriffs Dept has increased patrolling of area by Co Hwy B and State Rd 54. Establishing reduction of speed limit on Church St will need an ordinance. The parking issue continues, and Sheriffs Dept needs to address. A motion to table getting speed limit ordinance completed, and contacting Sheriffs Dept about parking issue to be tabled until next meeting by Togstad, second by SMotiff. Motion carried.
 - d. Royalton Cemetery Transfer: Richard Mittelstadt, representing the Royalton Cemetery Assn, presents minutes from their June 4th, 2024 meeting verifying dissolving and turning over assets of the Association to the town of Royalton was approved. A meeting will be held in October 2024 to finalize the records to be turned over to township. Effective November 1st, 2024 the records, etc will be officially turned over to the Town OF Royalton. A motion by Togstad, second by Ebert to approve the transfer of Royalton Cemetery to The Town of Royalton. Motion Carried.
 - e. Fire Sign Update: There are many faded fire signs in the township. Goal is to get new fire signs with better reflectivity-two sided, may need new posts on some. SMotiff and JMotiff are currently doing inventory of all fire signs in township. This can be a line item in 2025 budget. If a townsperson wishes to replace their sign now, they can with \$25.00 payable to Town of Royalton.
 - f. Driveway permits: After discussion of the possibility of raising fee for driveway permit, decision is to keep the cost at \$25.00. Currently the driveway ordinance is somewhat vague, to do any changes would require an ordinance change. A motion by Ebert, second by Togstad to table issue until more

information is gathered. Motion carried.

- g. Planning Commission Appointment/fee increase: New members need to be appointed to the Plan Commission Board as previous board members, Marlon Ebert, Alvin Theil and alternate, Brian Williams terms expired Dec 2023. Wisconsin Town Commission confirms Town Commission Board members should be appointed at the annual meeting which occurs in April. Town Board Members are allowed to be on the Plan Commission. Togstad nominates Steve Motiff to replace Ebert, with Mike Wieters and Ben Besaw replacing Alvin Thiel and Brian Williams respectively. These would be three-year terms effective immediately, and expiring April 2027'

A motion by Togstad, to accept the appointments of Steve Motiff, Mike Wieters, Ben Bewaw Motion Seconded by Ebert, Motion Carried. The cost to those requesting a zoning change is \$219.50 to Cover expenses was established June 2018. A motion by Togstad, second by SMotiff to raise fee to \$225.00. Motion carried.

- h. Liquor Licenses/Cigarette license/Operators License: CJM Adventures/LaMargarita, Kamp K At Bear Lake, Willow Pond-- Licenses issued to all businesses. A list of operators is recorded and located in the Clerk's minutes binder. Motion by Togstad, seconded by SMotiff to approve the liquor/cigarette, operators' licenses All paid for. Motion carried.
 - i Road Reports: The bid process for crack sealing and chip spreading has been initiated. Two notices were published in Waupaca Post to solicit bids. A special meeting to be held June 27. 2024 to review. Most likely this road project won't begin until August. Ebert has been checking for potholes around township, with filing with cold pac to be completed with Ebert and Town Laborer. Togstad relates Faulks informs of a significant increase in snow plowing rates-their contract with Royalton ends 12/31/24, Ebert inquiries about ditch mowing-Togstad relates should begin at end of June
 - j Tree Trimming; Ebert relates many dead trees around township on right away—eventually will have to be addressed.
 - k. Fire and Ambulance Reports: SMotiff reports Emergency calls at Weyauwega is at 45, compared to 78 at this time last year. Fire Dept continues to research purchase of additional fire truck. Ebert relates efforts continue for fundraising to purchase of equipment. Fire calls-to date-51. Ambulance calls-year to date (through April 2024)—250 total.
 - .l. Meetings Attended: Ebert and SMotiff both attend Wisconsin Town Assn meeting May 16. Honor Guard from Sheriffs Dept in attendance and was impressive. Rick Stuebs from Waupaca Co Hwy Sign Shop Manager reviewed various signage available for posting, Discussed possible future Rent by owner tax as missing out on revenue.
 - m. CORRESPONDENCE: Waupaca Co. Sheriffs Dept Law incident Report, Notice from Waupaca Co. zoning-Septic system maintenance notice-Township used Kuettel's in the past, they will be contacted, Email notice received from Charter/Spectrum to upgrade fiber optic in township-requesting if permit required.
- 8. LAND PERMITS: Daniel and Rita Bucholtz; Dwelling with attached garage, two covered porches, A/C pad, accessory structures, driveway, two sidewalks, shed, fire pit, patio
 - 9. Audit of Bills: A Motion by Ebert, second by SMotiff to approve payment of bills. Motion Carried.
 - 10. SET MEETNG AGENDA FOR NEXT MEETING: ATV/UTC access to Royalton Gas Station, Church St speed limit, Fire and Ambulance reports
 - 11. SET DATE AND TIME FOR NEXT MEETING: Thursday, July 18th, 2024 at 6:00pm at the Town Hall.
 - 12. SIGN TOWN AND CEMETERY CHECKS
 - 13. A motion to adjourn by Ebert, seconded by Togstad at 8:05pm Motion carried.

The Town Board requests persons requiring assistance to enable attendance and participation to provide 24-hour notice. Persons wishing to be on the agenda should notify the clerk or the chairman 10 days before meeting.