



Meeting CM July 9

Meeting Minutes

July 6, 2026, 10:00 AM

1. Call to Order and Roll Call

The Forestville Town Board monthly meeting was called to order at 6:30 PM on Monday, June 17, 2024, at Forestville Town Hall.

Present: Kevin Gillett, Larry Huber, Jason Tlachac, Dina Schmidt, Theresa Tlachac

2. Pledge of Allegiance

The Pledge of Allegiance was recited.

3. Verification of Public Notice

The Clerk confirmed that the public notice was posted at the Town Hall bulletin board, on the Town website, and in the Clerk's office.

4. Clerk's minutes from April 20, 2021, Annual Meeting

Minutes from the May 13th special meeting, May 16th Board of Review, and May 20th regular meeting were reviewed with no corrections noted.

Motion to approve the meeting minutes from May 13th, May 16th, and May 20th was made by Supervisor Huber and seconded by Supervisor Tlachac. The motion carried unanimously.

5. Annual Report Review by Clerk

The Treasurer reported the following account balances:

- Town Checking: \$1,072.83
- Money Market: \$29,908.36 (inclusive of Cemetery account of \$14,033.65)
- Broadband Account: \$40,960.47
- CD: \$134,275.50
- LGIP General: \$167,669.54

A discrepancy was noted with the broadband account, which had previously been the ARPA account. All ARPA funds were expended and reported as of April, meaning the broadband/ARPA account balance should effectively be at zero, with the remaining funds likely attributable to a \$15,000 county grant. The board agreed to arrange a meeting with a QuickBooks-experienced contact to identify and correct the entry error. The board also approved reinvesting CD interest earnings back into the CD. No receivables were outstanding.

Motion to accept the Treasurer's report as read, with the acknowledgment that the broadband account balance requires correction, was made by Supervisor Huber and seconded by Supervisor Tlachac. The motion carried unanimously.

6. Chairman Comments

Southern Door Fire Department Report

The Chairman reported two calls since the last meeting: a fully engulfed vehicle fire on County Road O/J on June 5th, and a permitted burn on June 7th requiring no action. Nine EMR calls were recorded since May 8th. Notable department updates included: June training at the practice house on County X covering forcible entry, search and rescue, and ventilation; completion of a practice dummy built from old fire hoses; a DNR grant application in progress for equipment including a backpack blower, radios, and brush truck accessories (due June 30th); implementation of electronic EMABS at Door County dispatch at \$300/year; participation in the Door County Library's fire truck visit

on June 12th; attendance at Algoma Fire Department's 150th anniversary parade on June 29th; hosting of the Fire Iron motorcycle ride stop on September 7th; and the Fireman's Picnic scheduled for July 27th, 2024.

Maplewood Sanitary District

Minutes from the Maplewood Sanitary District's last meeting were received. The district continues to work with the DNR on a sanitary survey related to a water connection.

Cemetery Report

Both cemeteries are well maintained. A few pending plot sales were noted.

Broadband Update

The BEAD funding process through the Public Service Commission continues to move more slowly than anticipated. The required town resolution and notarized agreement with Bright Speed were previously submitted. Preparatory work by the broadband provider is reportedly underway in the Maplewood area pending clarity on BEAD funding allocation.

HeyGov and Website Update

The Chairman reported efforts to consolidate billing for Town Web Design and HeyGov services into a single annual invoice. Annual costs include: website hosting and maintenance (\$808), domain name (\$15), and five Google Workspace accounts (\$1,080). HeyGov services total \$1,188 annually. It was determined that the ClerkMinutes feature cannot be included in a consolidated invoice and must remain billed separately to a credit card at \$99/month. The Treasurer confirmed the service is working well. The board approved continuing the ClerkMinutes subscription.

Motion to approve the ClerkMinutes subscription at \$99 per month, billed via credit card, was made by Supervisor Tlachac and seconded by the Chairman. The motion carried unanimously.

Correspondence and Town Hall Access

A certificate of insurance from Build Right was received and filed. Regarding the Town Hall keypad and lockbox installation, the Chairman reported that the system is operational. Keys have been distributed to board members, and the keypad allows for multiple individual access codes for recurring user groups. The board discussed adding a secondary push-button lockbox inside the hall to allow authorized groups access to interior rooms without requiring physical keys, and the Chairman agreed to procure one. Two driveway permits were processed and approved: one for LQH Homes on Vigness Road and one for Don Etcheson in Carnot.

Road and Infrastructure Updates

The Chairman presented a detailed engineering report for the proposed truck route improvements on County Line Road and Old Krieger Road. The scope includes ditch regrading, culvert replacement, tree removal, and road resurfacing with a 4-inch roll. The board authorized the Chairman to proceed with publishing the bid in the newspaper. The goal is to complete the work during the current calendar year to satisfy road aid expenditure requirements.

Regarding the South Forest Drive bridge/culvert matter, the Chairman reported that after consulting with the county's Randy, it was agreed that replacing the failing bridge with a 3- or 4-foot culvert—with the county covering half the cost—is the preferred approach. However, the Soil and Water Conservation Department has requested that the project be engineered due to the reported 17,000-acre drainage area. The Chairman expressed skepticism about the necessity and indicated he would consult with the project's engineering firm to clarify the scope and cost of the engineering requirement before proceeding.

The Chairman also noted that a new permit was received from the county planning department for the road project, which was submitted with a \$350 fee. Additionally, a section of Old Elm Road between Highway 57 and Mill Road requiring attention was noted as still pending a cost estimate from the county.

7. Citizens Input and Questions

No members of the public were present or attended remotely.

8. Any other Business to be transacted

Payment of Bills

Bills were presented for board approval, including credit card charges totaling \$342.74. A returned check fee of \$14.00 from a building permit applicant was discussed, and the Clerk was directed to bill the applicant for the returned check charge. Two credit card refunds of \$50.00 each were also noted for processing.

Motion to approve payment of bills as presented, including the credit card charges, was made by Supervisor Huber and seconded by Supervisor Gillett. The motion carried unanimously.

All Other Matters as Authorized by Law

Supervisor Huber provided a report from the Town's Association meeting, which included a roundtable discussion on legislative priorities and a presentation by county Health and Human Services on the growing challenges of homelessness, indigence, and service refusal among vulnerable populations. The next Association meeting is scheduled to be held in the Town of Jackson.

9. Set next Annual Meeting for April 18, 2023 at 6:30PM

The next regular Town Board meeting was announced for July 15, 2024, at 6:30 PM at the Town Hall.

10. Adjourn

Motion to adjourn was made by Supervisor Tlachac and seconded by Supervisor Huber. The motion carried unanimously. The meeting was adjourned.