

TOWN OF RUSSELL BOARD APPROVED MINUTES

Monday, January 6, 2025

Town of Russell Hall 7:00 p.m.

Call to Order at 7:00 p.m. by Chairperson Willeford.

Pledge of Allegiance followed.

Agenda Posted: Yes.

Attendance:

Board members present: Chairperson Willeford, Supervisor Ausloos, Supervisor Schmahl.

Others present: Treasurer Cobble, Clerk Mierzejewski, Pete Geyer, Gary Kraus.

Approval of Meeting Minutes: December 2024 minutes were read. Schmahl motioned to approve the minutes as read, Ausloos seconded; motion carried.

Treasurer's Report: Cobble presented December report. Ausloos motioned to approve report, Schmahl seconded; motion carried.

Monthly Bills: Clerk presented January bills. Schmahl motioned to pay the bills, seconded by Ausloos; motion carried.

Public Comments: None.

Town Members/Special Topics:

- Town Hall Update: Gary Kraus presented site plan prepared by Jeremy of Acre Tech LLC. Discussion followed. Town would need builders risk insurance. A written contract should be made with GK Construction. Sheboygan County Planning Department will be notified when new parcel is created with zoning change. Discussed bidding process. Bills incurred for new town hall to be paid only after approval by Gary Kraus. Motion made by Schmahl to approve the site plan as presented by Gary Kraus and to move forward at his discretion, Ausloos seconded motion; motion carried.

Monthly Correspondence and/or email: Thank you received from Cookie Schnell for gift certificate sent to her in appreciation of her assistance with the ARIP grant paperwork.

Building Permit: Witkowski Inspection Agency sent permit applications for R Thome for siding/windows/doors and for J Hersey for electrical service change. Board reviewed applications.

Liquor/Operator Licenses: None.

Recycling Center: Geyer reported brush pile was burned by St. Ann Fire Department. Trash dumpster overflowed between Christmas and New Years due to excessive trash being dropped off during this time frame. Geyer asked if he could, at his discretion, request an additional trash pickup from GFL if this happens again. Board agreed to this suggestion.

Constable Report:

- Ausloos reported resident was subpoenaed by Sheboygan County DA in Borisenko case of excessive speed with motorcycle in township.
- Dead tree by Schwarz's adjoining parking lot was cut down.
- A. Borisenko dog license/late fees are paid up per Cobble.

Town Roads:

- ATV Ordinance: Reviewed draft copy of township ordinance; will check with Town's attorney on a few line items and adopt the ordinance at a future meeting.
- ARIP: Discussion held.

Other Town Business:

- Annual Audit is in February.
- Discussed upcoming WTA District Meeting. Schmahl, Ausloos, and Cobble will attend February meeting in DePere.

Adjourn: Motion to adjourn made by Schmahl, seconded by Ausloos. Meeting adjourned 9:30 p.m.

Respectfully submitted,
Lynette Mierzejewski
Town of Russell clerk

TOWN OF RUSSELL BOARD APPROVED MINUTES

Monday, February 3, 2025

Town of Russell Hall 7:00 p.m.

Call to Order at 7:00 p.m. by Chairperson Willeford.

Pledge of Allegiance followed.

Agenda Posted: Yes.

Attendance:

Board members present: Chairperson Willeford, Supervisor Ausloos, Supervisor Schmahl.
Others present: Treasurer Cobble, Bill Kraus, Julie Kraus, Gary Kraus, Pete Geyer, Clerk Mierzejewski.

Approval of Meeting Minutes: January 2025 minutes were read. Schmahl motioned to approve the minutes as read, Ausloos seconded; motion carried.

Treasurer's Report: Cobble presented January report. Ausloos motioned to approve as read, Schmahl seconded; motion carried.

Monthly Bills: Clerk presented February bills. Schmahl motioned to pay the bills, seconded by Ausloos; motion carried.

Public Comments: None.

Town Members/Special Topics:

- New Town Hall
 - Gary Kraus handed out legal description and plat survey for town hall site compiled by Acre Tech, LLC.
 - Architect Howard Floeter will forward newspaper notice for advertisement for bids on the building to clerk; will post in TriCounty News twice.
 - Willeford spoke with Town Attorney about building site donation; no meeting with electorate needed since the land is donated.
 - Clerk to have Special Resolution to Exceed Levy Limit on Annual Meeting agenda.
 - Willeford will speak with Jeff Sanders about amending town ordinance (page 14, 1.30 sec D Part 1) amend minimum lot size from 10 acres to 2 acres. Need to schedule zoning meeting to amend zoning ordinance and change zoning of town hall site from A-1 to P-1. Clerk to complete zoning application for town hall.

Monthly Correspondence and/or email:

- WE Energies sent form for 2025 road restrictions. Clerk to complete for Holstein Road to be Class B from Sheboygan Road south to termini from March 1st to May 1st.
- Variance application received for lot on corner of Hwy Q and Irish Road. Discussion held.

Building Permit: Witkowski Inspection Agency sent permit applications for R. Risse for deck and D. Arndt for electrical service to shed. Applications reviewed by board.

Liquor/Operator Licenses: None.

Recycling Center: Fire extinguisher from recycling center needs to be refilled. There is a dead ash tree alongside the road into recycling center.

Constable Report: Nothing to report.

Town Roads:

- ARIP: Town was one of fifty-five applicants awarded a grant through ARIP to repair Holstein Road. More discussion to follow.
- ATV ordinance: Tabled till next meeting; did not hear back from Attorney.

Other Town Business:

- Annual Audit conducted. Cobble and Mierzejewski presented their individual reports. Figures were reviewed and all numbers balanced; town board signed a copy of both reports.
- Delinquent tax report presented by Cobble.

Adjourn: Motion to adjourn made by Schmahl, seconded by Ausloos. Meeting adjourned 9:10 p.m.

Respectfully submitted,
Lynette Mierzejewski
Town of Russell clerk

TOWN OF RUSSELL BOARD APPROVED MINUTES

Monday, March 3, 2025

Town of Russell Hall 7:00 p.m.

Variance Application Pavlic/Turba (Parcel 59020281250)

Called to Order at 7:00 p.m. by Chairperson Willeford.

Pledge of Allegiance followed.

Agenda Posted: Yes.

Attendance:

Board members present: Chairperson Willeford, Supervisor Ausloos, Supervisor Schmahl.
Others present: Gabbi Roelse, Gavin Roelse, Warren Roelse, David Amel, Jean Amel, Jerrod Henschel, Joe Mierzejewski, Bill Kraus, Julie Kraus, Pete Geyer, Mark Schuricht, Paul Turba, Francis Halbach, Glenn Schmahl, Jon Maurer, Treasurer Cobble, Clerk Mierzejewski.

Willeford asked clerk to review what transpired at Variance Board meeting regarding the above parcel. Clerk stated applicant requested a four-acre parcel zoned A-2 to be granted a variance to build a house on. Current zoning regulations (updated 2017) state A-2 parcels require five acres to build a house on. Staff report was given, discussion held, and vote taken. Variance board vote one in favor of granting the variance, three votes against granting the variance.

Willeford stated the town board has the legal, moral, and ethical obligation to consider section 1.41 of zoning ordinance allowing landowners of non-conforming parcels to have grandfathered rights unless the town can show that those rights are egregiously detrimental to the township. Schmahl questioned does the town have the legal obligation to follow section 1.41. Henschel stated yes, the town does have the legal obligation to follow section 1.41.

Schmahl moved to allow the variance to be approved due to the legal obligation that town must grant variance on this parcel per section 1.41 of zoning ordinance, Ausloos seconded; motion carried.

The town board's variance application meeting concluded at 7:06 p.m.

Application to Rezone St. Paul's Christian Church Parcels

Town Board at 7:08 p.m. began discussion regarding rezoning St. Paul's Christian Church parcels.

Attendance: John Kiehnau, Pete Geyer, Mark Schuricht, Paul Turba, Francis Halbach, Jon Maurer, Bill Kraus, Julie Kraus, Jerrod Henschel.

Willeford asked Clerk to restate what transpired at Planning Commission Meeting. St. Paul's Christian Church is requesting rezone of properties to be compliant with current zoning regulations. The Church has decided to sell the house on south side of Sexton Road and requests it to be rezoned R-1. Also requested cemetery and lot on west side of Hwy J be rezoned. Staff report revealed both requests are acceptable, to rezone the house to R-1 and the cemetery and lot to P-1. Planning Commission members approved the rezoning as stated above.

Discussion held. Dan Schmahl motioned to accept the zoning change as per Jerrod Henschel's staff report; Ausloos seconded motion and motion carried.

The town board's rezoning application review concluded at 7:11 p.m.

Regular Monthly Meeting

Regular monthly meeting of Town of Russell Board called to order at 7:12 p.m. by Willeford.

Attendance:

Others present: Francis Halbach, Pete Geyer, John Kiehnau, Mark Schuricht, Gary Kraus, Julie, Kraus, Bill Kraus, Treasurer Cobble, Clerk Mierzejewski, and Craig Schuh and Brett Glaeser from Ayres Associates.

Approval of Meeting Minutes: Clerk read February minutes. Ausloos motioned to approve minutes, seconded by Schmahl; motion carried.

Treasurer's Report: Cobble presented February report. Schmahl moved to approve report, seconded by Ausloos; motion carried.

Monthly Bills: Clerk reviewed March bills. Ausloos motioned to approve the bills as presented, seconded by Schmahl; motion carried.

Public Comments: No public comments.

Town Members/Special Topics:

- Town Hall Update: Gary Kraus updated board on project. Willeford will check with bank about lien waiver. Clerk gave Gary copy of bid notice that was received from architect. Architect will send PDF to Gary with the different packets to bid on. Gary will send out packets to contractors requesting them. Bids are to be either mailed or dropped off by Clerk. Discussed if a bid bond is received versus a payment. Bid notice to be published in TriCounty News on March 6th and March 13th. Deadline for clerk to receive bids is April 1st at 3:00 p.m.

- ARIP-Craig Schuh and Brett Glaeser presented proposed Holstein Road project plans. Discussion held on assorted options and timelines. Schmahl moved to hire Ayres Associates to proceed with doing engineering/design this year and to oversee bidding process. Ausloos seconded motion and motion carried. Ayres will send bid notice to newspaper, with affidavit sent to clerk when published. Clerk to email Brett with information on publishing in TriCounty News.

Monthly Correspondence and/or email:

- Payments received from NEW Title Service for parcel on Hwy Q and Irish Court, Advance Title for Bolz parcel, and Town of New Holstein for one-half of road survey work done for ARIP application.
- DNR sent letter stating a new owner is transferring 19 acres to Managed Forest Law designation.
- Discussed upcoming WTA county meeting.

Building Permit: Witkowski Inspection Agency had no permit applications; however, Clerk received from WI DSPS of conditional approval of storage building to be built at Sheboygan County Marsh. Clerk will email Witkowski with this information.

Liquor/Operator Licenses: None.

Recycling Center: Geyer reported excessive remodeling material has been received from a resident at Recycling Center. Discussion followed.

Constable Report: Nothing to report.

Town Roads:

- ARIP-See Special Topics section.
- Schmahl requested discussion in future to designate additional roads in township as Class B.
- UTV ordinance: Per town's attorney the UTV ordinance looks good. Ausloos will send paperwork to County.

Other Town Business: None currently.

Adjourn: Motion to adjourn made by Schmahl, seconded by Ausloos. Meeting adjourned 9:33 p.m.

Respectfully submitted,
Lynette Mierzejewski
Town of Russell clerk

TOWN OF RUSSELL BOARD APPROVED MINUTES

Monday, April 7, 2025

Town of Russell Hall 6:30 p.m.

Call to Order at 6:32 p.m. by Chairperson Willeford.

Pledge of Allegiance followed.

Agenda Posted: Yes.

Attendance:

Board members present: Chairperson Willeford, Supervisor Ausloos, Supervisor Schmahl.

Others present: Treasurer Cobble, Gary Kraus, Bill Kraus, Shelly Geyer, Pete Geyer, Clerk Mierzejewski.

Approval of Meeting Minutes: March 3, 2025, minutes read by clerk. Discussed under Town Roads, second bullet point should change 'all' roads to 'additional' roads. Ausloos moved to approve amended minutes, seconded by Schmahl; motion carried.

Treasurer's Report: Cobble presented March report. Total inflows \$1405.11. Total outflows \$10831.96. Net Total -\$9426.85. March 31, 2025, checkbook balance \$226,277.67. Schmahl motioned to approve report, seconded by Ausloos; motion carried.

Monthly Bills: Clerk presented April bills totaling \$22,487.00. Ausloos moved to approve bills, seconded by Schmahl; motion carried.

Public Comments: None.

Town Members/Special Topics:

Town Hall Update:

Gary Kraus reviewed the actual bids received for new town hall, estimated bids for smaller aspects of building expenses, and additional 10% contingency expenses. The bids for heating/cooling will be reposted after reviewing with architect what exactly is needed for the town hall. Initial bids could not be compared due to different items included in the bids; in bid notice, town needs to be more specific on what is required for new building.

Willeford reviewed resolutions drafted by town's attorney asking electorate to approve a new town hall and to approve town levy increase. Also discussed loan process and repayment terms.

Monthly Correspondence and/or email:

- Worker's Compensation policy and Businessowners policy received from Rural Mutual.
- DWD Unemployment Insurance refunded town \$8.12 due to error on their part.
- Sheboygan County Planning and Conservation Department sent approval of home project for H. Schmitz pertaining to setbacks from existing septic system, etc.
- Clerk reviewed request from Sheboygan County Wisconsin Town Association for a resolution to dedicate one position within the Planning Department to centralize support for units of government regarding zoning and planning within Sheboygan County. Discussion held. Schmahl motioned to support resolution presented by Sheboygan County WTA, seconded by Ausloos; motion carried. Resolution signed by town board members and clerk. Clerk will return resolution to Sheboygan County WTA clerk who in turn will submit it to the County Board.
- Fire Inspection was done on March 18, 2025, at town hall. Both fire extinguishers were out of date; these will need to be replaced.

Building Permit: None.

Liquor/Operator Licenses: None.

Recycling Center: Nothing to report.

Constable Report: Nothing to report.

Town Roads:

- ARIP: Craig Schuh from Ayres will attend the May meeting.
- UTV Ordinance: Have not heard back from County if application was approved.

Other Town Business: Discussed annual town meeting. Ausloos will take care of refreshments.

Adjourn: Motion to adjourn made by Schmahl, seconded by Ausloos; motion carried. Meeting adjourned 9:16 p.m.

Respectfully submitted,
Lynette Mierzejewski
Town of Russell clerk

TOWN OF RUSSELL BOARD APPROVED MINUTES

Monday, May 5, 2025

Town of Russell Hall 6:30 p.m.

Call to Order at 6:34 p.m. by Chairperson Willeford.

Pledge of Allegiance followed.

Agenda Posted: Yes.

Attendance:

Board members present: Chairperson Willeford, Supervisor Ausloos, Supervisor Schmahl.

Others present: Treasurer Cobble, Clerk Mierzejewski, Bob Halbach, Mike Novak, Matt Murray, Gary Kraus, Howard Floeter from Cadre, Inc., Pete Geyer.

Approval of Meeting Minutes: Minutes from April 7, 2025, were read by clerk. Schmahl motioned to approve minutes as read, seconded by Ausloos; motion carried.

Treasurer's Report: Cobble presented April report. Total inflows \$16,629.77. Total outflows \$22,487.00. April net total -\$5857.23. April 30, 2025, checkbook balance \$220,420.44. Ausloos motioned to approve the April report, seconded by Schmahl; motion carried.

Monthly Bills: Clerk presented May bills totaling \$29,735.00. Discussed fee for cutting back trees on Turba Court by Sheboygan County Highway Department. Ausloos motioned to approve the monthly bills, seconded by Schmahl; motion carried.

Public Comments: None.

Town Members/Special Topics:

Town Hall Update:

- Discussed new bid notice will be posted for HVAC only with bids closing on May 29, 2025, at 3:00 p.m.
- Discussed flooring options.
- Kraus presented tentative construction timeline.
- Floeter explained bid acceptance process. Discussion followed.
- Schmahl motioned to not require a performance bond for pending contracts and the bid security will be returned to the bidder, seconded by Ausloos; motion carried. Kraus will return the bid securities.
- Schmahl motioned to accept the following bids as presented by Kraus: Prange Electric LLC, Kraus Snowplows and Equipment, Halbach Excavating LLC, Weber Well Drilling, Schwartz Septic Service, Neumann Plumbing for plumbing bid only, Alpine Insulation, Sabel Builders, and Plymouth Glass; seconded by Ausloos, motion carried.

- Schmahl motioned to reject all HVAC bids received and will seek new bids; and bidders previously bidding for HVAC should be notified of such action, seconded by Ausloos; motion carried.
- Ausloos motioned to have construction manager contact accepted contractors that the town has accepted their bid and will be sending contract for execution, seconded by Schmahl; motion carried.
- Willeford explained Board of Commissioners of Public Lands State Trust Fund Loan Program. Board members reviewed the application. Schmahl presented the preamble and resolutions as listed on page 4 of the application (see attached). Ausloos moved to adopt the preamble and resolutions as presented, seconded by Schmahl; motion carried with three ayes. Application was completed by Mierzejewski and signed by Willeford and Mierzejewski.

ARIP UPDATE:

Craig Schuh and Brett Glaeser from Ayres presented Agreement for Professional Services to town board. After discussion Schmahl motioned to have Ayres Engineering do town's ARIP project after reviewing agreement for professional services, seconded by Ausloos; motion carried. Agreement signed by Willeford and Mierzejewski. Tentative schedule for Holstein Road project is to do topographic survey, wetland delineation and geotechnical services, and design services in 2025. Project bidding will be in February of 2026. Road reconstruction south of CTH H (phase 1) will be in 2026 and road reconstruction north of CTH H (phase 2) in 2026 or 2027. Discussed how the funding for the project is managed.

Monthly Correspondence and/or email: Permit received from WE Energies to remove existing feeder from Seven Corners Road south of County HH (Calumet County) through woods to the corner of Sheboygan Road and Ford Road (Town of Russell Sheboygan County). Permit was reviewed; clerk will sign and return to WE Energies.

Building Permit: Witkowski Inspection Agency sent permit applications for G Henschel to replace roof and vent to code and H Schmitz for addition/remodel. Board reviewed applications.

Liquor/Operator Licenses: None.

Recycling Center: Per Geyer everything is going well.

Constable Report: Cobble discussed delinquent dog license report.

Town Roads: UTV ordinance has been approved by County. Ausloos will order signage.

Other Town Business: Clerk received a rezone application from G. Horn. Planning Commission will meet on June 2, 2025, at 6:00 p.m. to review application. Clerk will complete application to rezone two acres of donated land for the new town hall and Planning Commission will review the application on same evening.

Adjourn: Motion to adjourn made by Ausloos, seconded by Schmahl. Meeting adjourned 9:30 p.m.

Respectfully submitted,
Lynette Mierzejewski
Town of Russell clerk

TOWN OF RUSSELL BOARD APPROVED MINUTES

Monday, June 2, 2025

Town of Russell Hall 7:00 p.m.

Call to Order at 7:00 p.m. by Chairperson Willeford.

Pledge of Allegiance followed.

Agenda Posted: Yes.

Attendance:

Board members present: Chairperson Willeford, Supervisor Ausloos, Supervisor Schmahl.

Others present: Treasurer Cobble, Clerk Mierzejewski, Bill Kraus, Pete Geyer, Gordon Horn, Kathy Horn, Ronald Lefeber, John Kiehnau, Amy Drake, Gary Kraus.

Approval of Meeting Minutes: Clerk read May 2025 minutes, correction made. Schmahl moved to approve corrected minutes, seconded by Ausloos; motion carried.

Treasurer's Report: Cobble presented May report. Schmahl motioned to approve report, seconded by Ausloos; motion carried.

Monthly Bills: Clerk presented June bills. Schmahl moved to approve bills, seconded by Ausloos; motion carried.

Public Comments: None.

Town Members/Special Topics:

- Gordon/Kathy Horn rezoning request. Clerk reviewed planning commission discussion and vote. Discussion held. Ausloos moved to rezone five acres of a 40-acre parcel from A1 to A2 per planning commission and staff report recommendation, seconded by Schmahl; motion carried.
- New Town Hall rezoning and conditional use permit request. Clerk reviewed planning commission discussion and votes on both requests. Schmahl motioned to rezone two acres from A1 to R1 and to grant conditional use permit to build a town hall on the two acres, seconded by Ausloos; motion carried.
- Amy Drake mentioned concerns regarding Drake Dairy building permit application for barn. Cost for this permit was exceptionally higher than the previous application for a barn. Brian Witkowski told her the fee was higher due to it being a commercial building. She and Schmahl reported that agricultural buildings are exempt from commercial building permit fee; and that agricultural buildings do not even need a building permit. Also Witkowski does not need to do the inspections since the contractors have their own inspectors. Drake indicated they would pay a reasonable fee for a permit. Schmahl asked Witkowski to create a fee schedule for agricultural buildings 'zoning permit.' The Town of Russell Board has final say on the fee schedule. Discussion held. Schmahl will

request Brian Witkowski to attend the July meeting to discuss fee schedule. Schmahl moved to allow an early start on the barn since the building permit application was submitted to Witkowski, seconded by Ausloos. Motion carried.

- New Town Hall:
 - Gary Kraus returned the bid checks to the contractors and all contracts are signed.
 - HVAC bids were opened; three bids were received. Gary reviewed the bids with the board; discussion followed. Schmahl motioned to accept bid from Dynamic Heating due to it being the lowest bid and meeting the requirements for the building, seconded by Ausloos; motion carried. Kraus will get contract drawn up from Cadre Inc. for Dynamic Heating and will notify the other two bidders of not getting the bid.
 - Bid also received from LexiCo Surface/Bob Halbach for flooring. Since bid for this did not have to be advertised, tabled discussion on flooring at this time.
 - Update on construction: Driveway has been put in at build site and initial excavation has been started.

Monthly Correspondence and/or email:

- Notice of WTA Sheboygan County Unit meeting on June 5th. Board unable to attend due to Board of Review scheduled for that evening.
- Received notice from WI DNR regarding Recycling Grant Award in the amount of \$835.17.
- Town of Marshfield will increase snowplowing rate to \$200.00/hour for 2025-2026 season; salt/sand mixture will be at their cost. Town will continue to have Town of Marshfield take care of roads on western part of township.

Building Permit: Witkowski Inspection Agency sent permit application for H. Voelker for new electrical pole.

Liquor/Operator Licenses: Clerk reviewed applications for Annual Renew of Liquor Licenses for 3 Guys and a Grill and Jovans, Cigarette License renewal for Jovans, and Operator Licenses for 3 Guys and a Grill and Jovans. Discussion held. Ausloos moved to approve all renewals per clerks' recommendation, seconded by Schmahl; motion carried.

Recycling Center: Nothing to report.

Constable Report:

- UTV road signs have been delivered and will need to be installed.
- Constable reported property owner on County H had cows out of their enclosure.

Town Roads:

- ARIP (Agricultural Road Improvement Program). This grant is to improve roads that have frequently high volume of agricultural equipment to maintain safety in rural areas. Township received grant to repair Holstein Road after completing extensive application. Ayres Engineering will be starting survey work this summer.
- Bridge Aid: Sheboygan County Highway Department replaced culvert on Sheboygan Road by Highway J in 2024. This is eligible for County Bridge Aid to offset 50% of the replacement cost. Paperwork reviewed, signed by board members, and clerk will submit form. Expected aid is \$6443.93 with payment to be received in 2026.

Other Town Business: Nothing currently.

Adjourn: Motion to adjourn made by Ausloos, seconded by Schmahl. Meeting adjourned 9:15 p.m.

Respectfully submitted,
Lynette Mierzejewski
Town of Russell clerk

TOWN OF RUSSELL BOARD APPROVED MINUTES

Monday, July 7, 2025

Town of Russell Hall 7:00 p.m.

Call to Order at 7:00 p.m. by Chairperson Willeford.

Pledge of Allegiance followed.

Agenda Posted: Yes.

Attendance:

Board members present: Chairperson Willeford, Supervisor Ausloos, Supervisor Schmahl.

Others present: Treasurer Cobble, Clerk Mierzejewski, Pete Geyer, Gary Kraus, Brett Glaeser from Ayres.

Approval of Meeting Minutes: Clerk read June minutes. Ausloos moved to approve minutes as read, seconded by Schmahl; motion carried.

Treasurer's Report: Cobble presented June report. Schmahl motioned to approve report, seconded by Ausloos; motion carried.

Monthly Bills: Clerk presented July bills. Ausloos moved to approve bills, seconded by Schmahl; motion carried.

Public Comments: None.

Town Members/Special Topics:

- New Town Hall Update:
 - Kraus presented contract for LexiCo Surface for epoxy flooring. Board reviewed. Schmahl motioned to approve contract for epoxy flooring done by LexiCo Surface, Ausloos seconded the motion; motion carried.
 - Kraus presented siding colors picked out by Town Hall Committee. Board reviewed.
 - Well has been drilled; it is 160 feet deep.
 - Kraus called state inspector who checked the rebar and will take care of everything. There will be no bill through the state.
 - Town has insurance on the build site.
 - Kraus will send the town's tax-exempt status paperwork to the contractors.

Monthly Correspondence and/or email:

- WI Department of Safety sent audit report on St. Cloud Fire Department stating department is in substantial compliance with State's 2% fire dues program.
- WTA sent info on State budget law to increase baseline general transportation aid rate per mile for 2025-2027.

- Payment received from DNR for Managed Forest Law land, per state statute 77.85 on 973.07 acres at 20 cents/acre, for a total payment of \$194.61.

Building Permit:

- Witkowski Inspection Agency sent permit applications for D. Schneider for electrical work, D. Schmahl for replace siding on barn, and J. Henschel for sunroom with deck and stairs; board reviewed applications.
- Schmahl discussed option of having a zoning permit for agricultural buildings that house animals. Sample zoning permit application handed out.

Liquor/Operator Licenses: None.

Recycling Center: Nothing to report.

Constable Report:

- Constable spoke with E. Kurtz who was remodeling without a permit and would be fined if building permit was not obtained within one week of notification.
- Constable assisted with goats at large in township.

Town Roads:

- ARIP (Agricultural Road Improvement Program): Brett Glaeser from Ayres Engineering gave update on Holstein Road work. A topographical survey was done on entire Holstein Road. Soil borings will be done at the end of July/beginning of August with eight borings evenly spaced. Road design should be done by the end of the year.
- Discussed ditch cutting. Half of town roads will have full cut done, other half will have half cut done.
- Observed summer help was filling potholes in township.

Other Town Business: Nothing currently.

Adjourn: Motion to adjourn made by Ausloos, seconded by Schmahl. Meeting adjourned 9:18 p.m.

Respectfully submitted,
Lynette Mierzejewski
Town of Russell clerk

TOWN OF RUSSELL BOARD APPROVED MINUTES

Monday, August 4, 2025

Town of Russell Hall 6:30 p.m.

Call to Order at 6:40 p.m. by Chairperson Willeford.

Pledge of Allegiance followed.

Agenda Posted: Yes.

Attendance:

Board members present: Chairperson Willeford, Supervisor Ausloos, Supervisor Schmahl.

Others present: Treasurer Cobble, Pete Geyer, Scott Trakel, Gary Kraus, Clerk Mierzejewski.

Approval of Meeting Minutes: Clerk read July 2025 minutes. Schmahl moved to approve minutes, seconded by Ausloos; motion carried.

Treasurer's Report: Cobble presented July report. July ending checkbook balance \$197,161.08. Ausloos motioned to approve report, seconded by Schmahl; motion carried.

Monthly Bills: Clerk presented July bills totaling \$92,169.71. Ausloos moved to approve bills, seconded by Schmahl; motion carried.

Public Comments: None.

Town Members/Special Topics:

- New Town Hall:
 - Electrical service: Gary Kraus will go over WE Energies application with electrician.
 - Heat: Discussion held on quotes for purchase and installation of 320 gallon tank from two vendors.
 - Insulation: Alpine Insulation will do 2-inch spray insulation with R11 batting on top on outer walls. Inner walls will be insulation to aid in sound proofing.
 - Willeford moved to have clerk draw \$100,000.00 from Board of Commissioners of Public Lands (BCPL) loan to cover current town hall building expense, seconded by Ausloos; motion carried.
- Scott Trakel, N9091 County Road J, presented to board potential renters of his 60x70-foot building. First renter is Hit Machine Baseball which teaches youth fundamentals of baseball. Second renter would be a 2-person assembly-type business. Mr. Trakel handed out information. Discussion held. This property is zoned as business. Discussed right-of-way, etc. Board did not find any issues with Mr. Trakel pursuing rental of the building.

Monthly Correspondence and/or email:

- Sheboygan County Ordinance Number 5 reviewed. Starting in 2026 county department office hours will be 8:00 a.m. to 4:30 p.m. weekdays.

- Shared Revenue distribution of \$9022.78 received.
- Received Exempt Computer Aid of \$3.11.
- Clerk handed out WTA membership cards to board members.
- Discussed information received from Ozaukee County DIC project from ATC (atcllc.com/projects) which is a utility dealing with the electric power grid. They are proposing expansion/upgrade of transmission system which includes Town of Russell.

Building Permit: Witkowski Inspection Agency sent permit applications for S. Ashworth for siding/windows/doors, E. Kurtz for remodel main floor and sidewalk/driveway, J. Cobble for replace roof and vent to code. Clerk forgot to bring applications to meeting; will bring next month for board to review.

Liquor/Operator Licenses: None.

Recycling Center: Nothing to report.

Constable Report: Nothing to report.

Town Roads:

- ARIP (Agricultural Road Improvement Program). Craig from Ayres is 60% done with design plan, will have him attend meeting when plans are done.
- Discussed road repair. Willeford asked Sheboygan County Highway Department for estimates on Grogan and Highview Roads. Discussion held on applying chip seal to Ford Road and to fix the dip on Grogan by culvert.

Other Town Business: Discussion held on creating listing for sale of current town hall.

Adjourn: Motion to adjourn made by Schmahl, seconded by Ausloos. Meeting adjourned 9:00 p.m.

Respectfully submitted,
Lynette Mierzejewski
Town of Russell clerk

TOWN OF RUSSELL BOARD APPROVED MINUTES

Monday, September 1, 2025

Town of Russell Hall 7:00 p.m.

Call to Order at 7:00 p.m. by Chairperson Willeford.

Pledge of Allegiance followed.

Agenda Posted: Yes.

Attendance:

Board members present: Chairperson Willeford, Supervisor Ausloos, Supervisor Schmahl.

Others present: Treasurer Cobble, Pete Geyer, Marc Bond, Dustin from Sheboygan County Highway Department, Clerk Mierzejewski.

Approval of Meeting Minutes: Clerk read August 4 and August 26, 2025, minutes. Schmahl moved to approve minutes for both dates, seconded by Ausloos; motion carried.

Treasurer's Report: Cobble presented August 2025 report which included voided check #7977 for \$25.00. August ending checkbook balance is \$139,764.12. Ausloos motioned to approve report, seconded by Schmahl; motion carried. Cobble also handed out revised July treasurer's report which included omitted July 7th payment from State of Wisconsin for \$13,717.84.

Monthly Bills: Clerk presented August bills totaling \$63,844.92. Schmahl moved to approve bills, seconded by Ausloos; motion carried.

Public Comments: None.

Town Members/Special Topics:

New Town Hall:

- Schmahl handed out Gary Kraus's updated payment spreadsheet.
- Holding tank permit received.
- Clerk received WE Energies schedule for installation of electric at town hall.
- Clerk contacted WI Election Commission for form, for approval of new town hall, to hold elections there.
- Schmahl gave Clerk a lien waiver form for contractors when job is complete and final payment is made.
- Discussed options for internet.

Monthly Correspondence and/or email:

- Payment received from NEW Title Service for two parcels (G. Horn).
- Population estimate for township for 2025 is 375 of which 284 are voting age.

Building Permit:

- Marc Bond attended meeting to discuss house plans. Plans were reviewed. Discussed required setbacks, sanitary permit, building permit application.
- Witkowski Inspection Agency had no permit applications for August.
- Clerk presented permit applications for July which were not discussed last month.
- Received agricultural zoning permit application from Drake Dairy for another barn next to current barn on Drake Court; this was reviewed and approved.

Liquor/Operator Licenses: Two applications were received from Jovan's, which the board reviewed. Clerk did background check. Ausloos motioned to approved both applications, seconded by Schmahl; motion carried.

Recycling Center: Geyer reported he has a pile of brush that can be burned; fire department will be contacted to schedule burn.

Constable Report: Nothing to report.

Town Roads:

- ARIP (Agricultural Road Improvement Program). Nothing to report from Ayres.
- Willeford received quotes from Sheboygan County Highway Department for Grogan Road from Hwy J to Holstein Road (\$182,815) Highview Road from Grogen Road to Clark Road (\$69,368), Clark Road (\$27,584), and Ford Road (\$22,377).
- Dustin from Sheboygan County Highway Department discussed various procedures to repair roads. He recommended chip sealing should be done every 2 to 3 years to maintain road surface. For Ford Road he recommended patching with chip seal which is better than just chip sealing, but not as good as pulverizing and paving. Dustin will mark areas to patch on Ford Road prior to chip sealing and provide new quote for board to review.

Other Town Business:

- Lori Braun and Colleen Schnell are interested in being poll workers at the new town hall. Clerk will set up online election training for all poll workers.
- Preliminary Budget to be discussed at October meeting. St. Ann and St. Cloud Fire Department contracts are up for renewal for 2026.

Adjourn: Motion to adjourn made by Schmahl, seconded by Ausloos. Meeting adjourned 8:48 p.m.

Respectfully submitted,
Lynette Mierzejewski
Town of Russell clerk

TOWN OF RUSSELL BOARD APPROVED MINUTES

Monday, October 6, 2025

Town of Russell Hall 6:30 p.m.

Call to Order at 6:35 p.m. by Chairperson Willeford.

Pledge of Allegiance followed.

Agenda Posted: Yes.

Attendance:

Board members present: Chairperson Willeford, Supervisor Ausloos, Supervisor Schmahl.

Others present: Treasurer Cobble, Clerk Mierzejewski, Gary Kraus, Pete Geyer.

Approval of Meeting Minutes: Clerk read September 1, 2025, minutes. Schmahl moved to approve minutes as read, seconded by Ausloos; motion carried.

Treasurer's Report: Cobble presented September report, checkbook balance \$176,154.20 (this includes \$100,000.00 loan disbursement from Board of Commissioners of Public Lands)

.Ausloos motioned to approve report, seconded by Schmahl; motion carried.

Monthly Bills: Clerk presented October bills totaling \$112,094.86. Schmahl moved to approve bills, seconded by Ausloos; motion carried.

Public Comments: None.

Town Members/Special Topics:

New Town Hall:

- Kraus reviewed expense spreadsheet. There was an additional charge of \$400.00 for drywall from Alpine Insulation that was not included in bid. Discussion held. Willeford motioned to approve \$400.00 upcharge from bid on drywall for entryway, seconded by Schmahl; motion carried.
- Kraus proposed to concrete a portion of parking area, the length of sidewalk (99 feet). He spoke with Kraus Snowplowing who quoted \$19,800.00 for 25 feet out from sidewalk and \$15,840.00 for 20 feet out from sidewalk. Discussion held. Ausloos motioned to do 25 feet of concrete by building at \$19,800.00 instead of asphalt, seconded by Schmahl; motion carried.
- Discussed leveling of soil and removing piles of excess topsoil. Willeford will take care of this.
- Location for flagpole and memorial bell discussed. Discussed size and location of pad for LP tank.
- Kraus spoke with WE Energies engineers. Design should be done in the next week with installation of electric possibly first part of November.
- Epoxy floor is completed. Pressure tank is in. Ceiling tiles are being installed.

- Geyer informed board on status of signage for building. Willeford moved to approve signage, seconded by Schmahl; motion carried. Peter and Shelley Geyer will donate cost of signage and installation.

Monthly Correspondence and/or email:

- DATCP requires recertification for Farmland Preservation Program. Clerk reached out to Jeff Sanders, who assisted in writing the zoning ordinance in 2017, to complete recertification. Mr. Sanders sent a contract for services, which was reviewed and signed by Willeford.
- Sheboygan County Board sent Transportation Shared Revenue Program Agreement (0.5% sales tax). This was reviewed and signed by Willeford and Mierzejewski. Allocation will increase by \$364.00 for 2026 to \$8457.00.
- Second payment received from Sheboygan County Shared Revenue Program for \$4046.00.

Building Permit:

- Witkowski Inspection Agency sent permit applications for D. Hartmann kitchen and bath renovations, J. Cobble for electric, and M. Braun to replace siding.
- Sheboygan County Planning Department sent zoning permit for J. Henschel to enlarge an existing pond. Permit reviewed. No permit required by town.

Liquor/Operator Licenses: None.

Recycling Center: Nothing to report.

Constable Report: Constable Ausloos reported there have been approximately 7 to 8 deer left for dead, all from gunshot wounds, in township. DNR was notified.

Town Roads:

- ARIP (Agricultural Road Improvement Program). Schmahl reported Brett Glaeser from Ayres will attend November meeting. Holstein Road is designed, need to check the culverts out, and soil borings will be done in October/November per Brett.
- Ausloos stated Drake Dairy semi drivers are driving trucks both ways on town roads instead of doing a circuit. When semi drivers meet on the roads this damages the roadway. Ausloos did speak with Drake Dairy about this and Schmahl will ask Drake Dairy to put up temporary signs by busy areas when harvesting to notify motorists of increased activity.
- Ford Road was repaired and culvert on Grogan fixed.
- Discussed trimming trees on Sexton Road by curve south of County H.

Other Town Business:

- Tabled review of preliminary 2026 budget till next meeting
- Cobble has attended meeting at County Treasurer's office regarding change in how tax bills will be sent out this year. The tax bills will be printed by a third party for \$425.00, with an additional cost for any inserts. Cobble will provide information for insert regarding when taxes will be collected in person and dog license information. Not sure at this point if taxes will be collected at new or old town hall.
- Cobble did purchase a new computer and printer for town treasurer use.

Adjourn: Motion to adjourn made by Ausloos, seconded by Schmahl. Meeting adjourned 9:07 p.m.

Respectfully submitted,
Lynette Mierzejewski
Town of Russell clerk

TOWN OF RUSSELL BOARD APPROVED MINUTES

Monday, November 3, 2025

Town of Russell Hall 6:00 p.m.

Budget Meeting and Regular Monthly Meeting

Call to Order at 6:00 p.m. by Chairperson Willeford.

Pledge of Allegiance followed.

Agenda Posted: Yes.

Attendance:

Board members present: Chairperson Willeford, Supervisor Ausloos, Supervisor Schmahl.

Others present: Treasurer Cobble, Clerk Mierzejewski, Pete Geyer, Brett Glaeser from Ayres, Bill Brede from St. Anna Fire Department.

Approval of Meeting Minutes: Ausloos moved to approve October 6th minutes as read, seconded by Schmahl; motion carried.

Treasurer's Report: Schmahl motioned to approve October report as presented, seconded by Ausloos; motion carried.

Monthly Bills: Clerk presented November bills totaling \$106,239.97. Schmahl moved to approve bills, seconded by Ausloos; motion carried.

Public Comments: None.

Town Members/Special Topics:

New Town Hall:

- Expense Spreadsheet, prepared by Gary Kraus, reviewed by board members.
- WE Energies Commitment Letter reviewed and signed by Willeford.
- Well information and water test results received from Weber Well Drilling.
- Title Insurance policy received from Woodland Title Insurance.

Monthly Correspondence and/or email:

- WTA District meeting will be hosted by township on June 4, 2026.
- Joint Powers agreement reviewed and signed.
- Project information received for American Transmission Lines for proposed new transmission lines for Ozaukee County Distribution Interconnection Project. Township is one of two proposed alternate routes.
- Payment received from Drake Dairy for 50% cost share on shouldering work done by Sheboygan County.

Building Permit:

- Witkowski Inspection Agency sent permit application for M. Bond for new home construction; application reviewed.
- Resident had complaint with Brian Witkowski not showing up for a scheduled inspection appointment. Resident provided written documentation of incident.

Liquor/Operator Licenses: None.

Recycling Center: Geyer reported he has brush pile ready to burn.

Constable Report:

- Ausloos reported a group of town residents have been contacting sheriff's department about farm trucks from Drake and Maurer farms running stop signs. The residents spoke with sheriff's department who indicated next time a complaint is made, inspections will be done by State Trooper and Department of Transportation of drivers and trucks. Ausloos will speak with Drake and Maurer.
- No update on deer incident.

Town Roads:

- ARIP (Agricultural Road Improvement Program). Brett Glaeser from Ayres presented rough draft of entire Holstein Road project. Discussion held if twin culvert pipes vs a box culvert will be installed in section between Sheboygan Road and County H. Soil borings will be done after type of culvert is determined. DNR will not require wetland delineation study.
- Discussed cutting trees/brush on Sexton Road by curve south of County H. Willeford will contact county.

Other Town Business:

- St. Anna Fire Department agreement reviewed for 2026 and 2027. Proposed increase is 6% each year. Motion made by Schmahl to accept agreement, seconded by Ausloos; motion carried. Agreement was signed by board and clerk; copy given to Bill Brede.
- St. Cloud Fire Department agreement reviewed for 2026 through 2028. Clerk had spoken with department contact person who stated no one could attend meeting, but they agreed to 5% increase for 2026 and proposed 2% increase for 2027 and 2028. Motion made by Ausloos to accept agreement, seconded by Schmahl; motion carried. Agreement signed by Willeford and Mierzejewski.
- Appraisal was done on the current town hall; have not heard back from appraiser at this time.

BUDGET MEETING

Clerk presented 2026 proposed budget. Revenue increases for 2026 from state/county includes highway aids \$3934, county sales tax for road \$364, county bridge aid \$6444. Town levy increased by \$144 (determined by 0.186% net new construction). Total proposed budget is \$220,480.00. Discussion held. Schmahl moved to approved proposed budget, seconded by Ausloos; motion carried.

Adjourn: Schmahl moved to adjourn, seconded by Ausloos; motion carried. Meeting adjourned at 8:35 p.m.

Respectfully submitted,
Lynette Mierzejewski
Town of Russell clerk