

## 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 Kiehna, 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 5<sup>th</sup>. 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