

## TOWN OF RUSSELL BOARD APPROVED MINUTES

Monday, April 5, 2021

Town Hall Committee held meeting at 6:30 prior to monthly meeting. Those present included Mike Willeford, Dan Schmahl, Jon Ausloos, Jaremy Cobble, Pat Zorn, Dick Kraus, Michelle Geyer, Jerrod Henschel, and Kelly Caflin and Chris from Keller Structures.

Kelly Caflin and Chris presented the conceptual site plan consisting of a wood-frame building. No definite building site has been determined. Questions and discussion followed. Pat Zorn offered to show Kelly and Chris the possible building site after the meeting.

**Call to Order** at 7:10 p.m. by Interim Chairman Willeford.

**Pledge of Allegiance** followed.

**Agenda Posted:** Yes.

**Attendance:** Board members present: Willeford, Ausloos, Schmahl.

Others present: Treasurer Cobble, Clerk Mierzejewski, Zoning Administrator Jerrod Henschel.

**Approval of Meeting Minutes:** Minutes from March 1, 2021 were read. Supervisor Ausloos made a motion to approve the minutes as read. Supervisor Schmahl seconded motion. Motion carried.

**Treasurer's Report:** Treasurer Cobble presented the treasurer's report from March 2021. Supervisor Schmahl made a motion to approve the treasurer's report as read. Supervisor Ausloos seconded the motion. Motion carried.

**Monthly Bills:** Town Clerk presented the bills for April 2021. Motion made by Supervisor Ausloos to pay the bills as presented, seconded by Supervisor Schmahl. Motion carried.

### **Town Members/Special Topics:**

- Town Hall Update. See above notes.
- Zoning Administrator Henschel gave update on Tom Mueller. He has contacted Sheboygan County Planning Department and DNR. Discussion followed. Interim Chairman Willeford had a letter that was drafted by the attorney explaining conditional use process. Supervisor Ausloos motioned to have Attorney send letter to Tom Mueller dated April 5, 2021, explaining conditional use permit process and information the town needs to complete application, and to comply by April 20, 2021. Supervisor Schmahl seconded motion. Motion carried. Interim Chairman Willeford will inform attorney to send letter.

### **Monthly Correspondence and/or email:**

- Ann Buechel-Haack sent a thank you note for the masks the town donated to Elkhart Lake school.
- WTA Sheboygan County Unit Meeting is April 16<sup>th</sup> via Zoom or conference call.
- Ayres sent information about services they provide to complete and submit pavement ratings to WisDOT for a fee of \$2500 for 21 miles of town roads. Town Board agreed to turn down this offer.
- American Rescue Plan Act offers direct aid to local governments for infrastructure projects. More information will be forthcoming on the amount.
- Payment received from Bay Title for Special Assessment that was completed on E. Yoder property.

**Building Permit:** Information received from Brian Witkowski on Sharon Klahn and Lucy Mueller building projects.

**Liquor/Operator Licenses:** One operator license application was received from Jovans. The board reviewed the information and approved the application. Clerk will complete paperwork.

**Recycling Center:** Follow up on nonresident using recycling center. Interim Chairman Willeford contacted person and issue is resolved.

**Constable Report:** Trash is being dumped on Holstein Road and by Ford/Sheboygan Road.

### **Town Roads:**

- Resident questioned if town board will take care of damage done by snowplow in ditches by property. Town board advised that if damage is done in the right of way no action will be taken. If damage is done to a mailbox or private property, then the town will review it.
- Interim Chairman Willeford will contact Brian Olson from Sheboygan County Highway Department to go over town road maintenance schedule.

### **Other Town Business:**

- Treasurer Cobble has delinquent dog licenses; he will send a letter requesting payment.
- Clerk explained need for more poll workers.

**Adjourn:** Motion to adjourn made by Supervisor Schmahl, seconded by Supervisor Ausloos. Meeting adjourned 8:50 p.m.

Respectfully Submitted:  
Lynette Mierzejewski  
Town of Russell Clerk