

TOWN OF RUSSELL BOARD UNAPPROVED MINUTES

Monday, October 4, 2021

**Call to Order** at 7:01 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.

Town Hall Committee: Pat Zorn, Bill Kraus, Janet Seiler, Michelle Geyer, and from Keller Structures, Chris Manske, Kelly Caflin.

Todd Witt and Travis Halfmann from St. Anna Fire Department.

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

**Treasurer's Report:** Treasurer Cobble presented the treasurer's report from September 2021. Revision of report with removal of check #7323 because it was not being written in September. Supervisor Ausloos made a motion to approve the treasurer's report as revised. Supervisor Schmahl seconded the motion. Motion carried.

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

**Town Members/Special Topics:**

- St Anna Fire Department Contract Renewal. Discussion held between representatives from fire department and town board. Mutual decision made to maintain 2-year contract to coincide with town board election year. Supervisor Schmahl motioned to accept the proposed contract with St. Anna Fire Department for 2022-2023 with a 5% increase each year. Seconded by Supervisor Ausloos. Motion carried.
- Town Hall Update. Chris Manske presented drawings for 2184 square foot town hall. Kelly Caflin reviewed the estimated budget. Discussion followed. It would take 4 months to complete design and 1 month for bid requests. Estimated build time would be 5 months. There are 2 build sites available through donation by 2 town residents. Town Board thanked those from Keller for work they have done; board discussed further after they left.

- Tom Mueller Conditional Use Permit.

Town Board has not received documentation of permits from DNR that Mr. Mueller is compliant since the last town meeting.

Chairman Willeford met with Attorneys Mike Dirkse and Oliver Bauer. He shared memo from Attorney Bauer regarding Zoning Code and Dangerous Animal Ordinance as it pertains to Tom Mueller.

Supervisor Schmahl motioned to authorize attorneys to reach out to Tom Mueller's attorney to discuss town Zoning Code and Dangerous Animal Ordinance attempting to settle things amicably. Supervisor Ausloos seconded motion. Motion carried.

After reviewing engagement letter from Hopp Newmann Humke LLP, Supervisor Schmahl motioned to have them as town attorney. Supervisor Ausloos seconded motion. Motion carried.

- ARPA Update. US Treasury Department extended due date for first Project and Expenditure Report to April 30, 2022. More details will be forthcoming.

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

- Check received from Sheboygan County for town's portion of county sales tax revenue for \$2866.00.
- Kiel city administrator, Jamie Aulik, reported Kiel Ambulance Service paramedic operational plan has been approved by Wisconsin Department of Health Services.
- WTA Sheboygan County Meeting will be held October 15<sup>th</sup> by Town of Mitchell in Cascade.
- Notification received from Fond du Lac County on Comprehensive Plan Adoption due to Town Russell being adjacent to county.
- Town Board members will have email addresses changed from personal address to town address.
- Town road map received from Department of Transportation. This was reviewed and verified as correct by board and signed by Chairman Willeford.
- Clerk asked status of Nicholas Brownson Conditional Use Permit application. Clerk will send follow-up email to Zoning Administrator.

**Building Permit:** Town Board reviewed building permit applications received by Witkowski Inspection Agency for Krystle Manier for inground pool, Lambert/Julie Binversie for kitchen/bath remodel, Jim Zielke for wood burning stove, Mike/Tina Willeford for driveway.

**Liquor/Operator Licenses:** Operator's License Application received from Jovan's. Motion made by Supervisor Ausloos to approve application, seconded by Supervisor Schmahl. Motion carried.

**Recycling Center:** Service Agreement with GFL signed on September 22, 2021, for 60 months by Chairman Willeford. Everything is going well with new provider.

**Constable Report:** Nothing to report.

**Town Roads:** Wade at Sheboygan County Highway Department contacted Chairman Willeford about replacing current road signs to larger, 9-inch signs. Board decided to replace missing road signs currently and tabled further discussion on larger signs.

**Other Town Business:** Budget meeting to be held in November. Board decided to have meeting on Monday, November 1, 2021, at 6:00 p.m. with regular monthly meeting to follow.

**Adjourn:** Motion to adjourn made by Supervisor Ausloos, seconded by Supervisor Schmahl. Meeting adjourned 10:12 p.m.

Respectfully Submitted:  
Lynette Mierzejewski  
Town of Russell Clerk

#### **Tentative Upcoming Meeting Schedule**

Monday, November 1, 2021, 6:00 p.m. Budget Meeting  
Monday, November 1, 2021, 7:00 p.m. Monthly Meeting  
Monday, December 6, 2021, 7:00 p.m. Monthly Meeting

If you have an item for the agenda, please contact  
Interim Town Chairman Mike Willeford (920) 946-6778