

TOWN OF RUSSELL BOARD APPROVED MINUTES

Monday, June 6, 2022

Town of Russell Hall 7:00 p.m.

Call to Order at 7:04 p.m. by Chairman Willeford.

Pledge of Allegiance followed.

Agenda Posted: Yes.

Attendance:

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

Others present: Treasurer Cobble, Clerk Mierzejewski, Dan Schirmer, Pete Geyer.

Approval of Meeting Minutes: Minutes from May 2, 2022, were read. Schmahl moved to approve the minutes as read. Ausloos seconded motion. Motion carried.

Treasurer's Report: Treasurer presented the transaction report from May 2022. Ausloos moved to approve the treasurer's report as read. Schmahl seconded motion. Motion carried. Treasurer also handed out revised April transaction report.

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

Town Members/Special Topics:

- Dan Schirmer of SSFSB, property owner adjacent to the recycling center, discussed with board encroachment of recycling center on to SSFSB land. He obtained an aerial map from Sheboygan County showing this. He presented various options he had including moving the recycling dumpsters and access road off SSFSB land; or have Town of Russell compensate SSFSB annually the amount of taxes paid by SSFSB (about \$700) to be allowed an easement to recycling center. Discussion followed. Board will research this and contact Mr. Schirmer with decision.
- Town Hall Update: Discussed email Schmahl sent to Aaron Brault, Sheboygan County, about renting Marsh Educational Building for a certain number of days per year. Mr. Brault replied that he will share this with his leadership team and then would like to meet to discuss. Willeford will follow up with Mr. Brault.
- Tom Mueller Conditional Use Permit:
 - Ausloos spoke with Jenna at district attorney's office about delay in following up on DNR citations. Per Jenna this needs to be investigated before moving forward. Ausloos emphasized importance of public safety and need for prompt response from district attorney.
 - Received information that USDA issued citations to Rustic Retreat Deer Park.

- Willeford received email from town's attorney and, in response, Willeford stressed the safety factor of the ongoing situation to the attorney.

Monthly Correspondence and/or email:

- Reviewed County Board of Canvassers Spring Election minutes. Town of Russell had no discrepancies noted.
- Recycling Grant amount notice received from DNR for \$833.77.
- Town of Marshfield snow plowing rates will be \$150/hour plus a \$5.00 surcharge per trip if their cost of diesel fuel is \$3.50 a gallon or higher; if price falls below \$3.50 a gallon surcharge fee will be dropped. Number of trips in 2021/2022 was 16.
- Follow up on email from county about spraying of wild parsnips; per county this was to determine if township wanted this done, not to let them know it was being performed without contacting township.
- Clerk to follow up with Town of Greenbush about bill for repair of River Lane. The section repaired was not part of Town of Russell.

Building Permit:

- Schmahl inquired if a permit is needed for razing a building. Yes, there is a permit required; he will let property owner know to contact Witkowski Inspection Agency.
- Contract received from Witkowski Inspection Agency. This was reviewed and signed by Willeford and clerk, and clerk will send back to Brian Witkowski.
- Clerk to check with Brian Witkowski if permit is necessary for replacing a house roof if it is part of maintenance and putting on the same type of product. Historically the town's procedure was no permit is required if it is maintenance and no upgrade in product is done.
- Three building permit applications received from Witkowski Inspection Agency for K. Feltes new roof, R. Kraus new roof, and K. Mainer concrete patio. Board reviewed applications.

Liquor/Operator Licenses:

- Yearly bar and operator license renewal applications and cigarette license renewal received from Jovan's. Board reviewed. Ausloos moved to approve bar license, cigarette license, and 13 operator licenses for July 1, 2022, through June 30, 2023, for Jovan's. Schmahl seconded motion. Motion carried.
- Yearly bar and operator license renewal applications received from 3 Guys and a Grill. Clerk informed board that 3 new operator license applications were missing the Responsible Beverage Server training course paperwork. Board reviewed. Schmahl moved to approve bar license, 5 renewal operator licenses, and 3 new operator licenses; with stipulation missing paperwork be sent to clerk, for 3 Guys and a Grill. Ausloos seconded motion. Motion carried.

Recycling Center: Recycling Center caretaker is having issues with GFL not always picking up the trash dumpster. Willeford will email Carrie at GFL to get this resolved.

Constable Report: Constable Ausloos discussed with treasurer he contacted owners on delinquent dog license report last month. Treasurer will turn 2 owners over to the district attorney for not obtaining dog licenses.

Town Roads:

- Board did visual inspection of town roads in May. Willeford emailed Bryan Olson at Sheboygan County for quotes on chip sealing for Hunter's Court and Irish Court. Road rating report completed, and clerk will file with Department of Transportation.
- Culvert on Sheboygan Road. Schmahl will contact Halbach Excavating for quote on repair.

Other Town Business:

- Clerk received email from Department of Revenue that 2nd payment of ARPA funds will be made in June for \$19,730.02.
- Clerk completed Special Assessment Letter for 2 parcels and check for \$20.00 given to treasurer.
- Treasurer completed Special Assessment Letter for 2 parcels, but only received payment for 1 parcel. Clerk to contact requestor for additional payment.
- Clerk to contact WTA on procedure for using ARPA funds, i.e. getting bids, etc.

Adjourn: Motion to adjourn made by Ausloos, seconded by Schmahl. Meeting adjourned 9:20 p.m.

Respectfully Submitted:
Lynette Mierzejewski
Town of Russell Clerk