

TOWN OF RUSSELL BOARD APPROVED MINUTES

Wednesday, September 7, 2022

Town of Russell Hall 7:00 p.m.

**Call to Order** at 7:07 p.m. by Chairman Willeford.

**Pledge of Allegiance** followed.

**Agenda Posted:** Yes.

**Attendance:**

Board members present: Chairman Willeford, Supervisor Schmahl.

Others present: Treasurer Cobble, Clerk Mierzejewski. Excused: Supervisor Ausloos.

**Approval of Meeting Minutes:** Minutes from Monday, August 1, 2022, were read. Schmahl motioned to approve the minutes as read. Willeford seconded motion. Motion carried.

**Treasurer's Report:** Treasurer Cobble presented the treasurer's report from August 2022. Schmahl motioned to approve the report as read. Willeford seconded motion. Motion carried.

**Monthly Bills:** Town Clerk presented the bills for September 2022. Motion made by Schmahl to pay the bills as presented, seconded by Willeford. Motion carried.

**Town Members/Special Topics:**

- Town Hall Update: No updates because Aaron Brault from Sheboygan County Planning Department is on vacation.
- Tom Mueller Conditional Use Permit: Willeford relayed response from attorney. A scheduling hearing is in the process of being set.
- Recycling Center Encroachment: Willeford reviewed draft lease agreement from attorney. Discussion followed. Willeford will have attorney make changes to draft agreement and then send to Dan Schirmer.

**Monthly Correspondence and/or email:**

- Chris Henshue from Shue Consulting inquired if Town required permits for installation of fiber optic conduit in Town right of way; none is needed. Bug Tussel Wireless is designing a fiber optic network in Calumet County and there may be some bleeding into Town of Russell.
- Bay Lake Regional Planning Commission sent survey for information on any community projects being planned. Currently the Town does not have any projects that fall under the Commission's categories.

- DNR sent notice for Lands Applied for 2023 Entry into the Managed Forest Land (MFL) program. The proposed property was reviewed and does fall under the guidelines as outlined for MFL by the DNR. DNR will also do visual inspection to verify eligibility.
- Sheboygan County Shared Revenue Program Agreement was received. Clerk will complete form and return to Sheboygan County Finance Department.
- Sheboygan County Sales Tax Revenue Sharing preliminary budget was received. Town will receive \$7494 in 2023, up from \$6444 in 2022.
- WISLR Local Road Recertification Packet received by Willeford. Clerk will complete this.
- Population for Town is 383 per WI Department of Administration, and 290 residents are of voting age.
- DNR sent notice of transfer of ownership of lands enrolled under MFL program.

**Building Permit:** Members reviewed building permit application from Witkowski Inspection Agency for a shed at Broughton Marsh Park.

**Liquor/Operator Licenses:** None.

**Recycling Center:** No issues.

**Constable Report:** Constable had reported to Clerk there were no issues.

**Town Roads:**

- Quote was received for repair of Irish Court from County; will check when this will be completed.
- Will obtain quote from County for repair of Anderson Court.

**Other Town Business:**

- ARPA. No update.
- AirBNB. No update.
- Nick Brownson Conditional Use Permit: Schmahl and Bill Kraus from Planning Board are planning to meet with landowner to discuss CUP. Schmahl discussed CUP with County Planning Department and they are okay with proposed changes and no survey needs to be done because change is creating a separate zoning on property. Schmahl presented ArcGIS Web Map with proposed zoning changes.

**Adjourn:** Motion to adjourn made by Schmahl, seconded by Willeford. Meeting adjourned at 8:38 p.m.

Respectfully Submitted:  
Lynette Mierzejewski  
Town of Russell Clerk