

TOWN OF PORT EDWARDS MONTHLY BOARD MEETING MINUTES

Date: July 17th, 2023

Call to Order: Chairman Randy Moody called the Town Board Meeting to order at 6:05p.m. The pledge of allegiance was recited to start the public hearing for a conditional use permit held just prior to this meeting.

Meeting Certification: This meeting has been properly posted (on the Town Hall door) as well as published on our website to notify the public of date, place, time, and agenda.

Attendance: Chairman Randy Moody, Supervisors Tim Schmidt, Jeff O'Donnell, Treasurer Kathy Reese, Clerk Michelle Sorenson, and Highway Superintendent Adam Lueneburg. There were also six people present from the public.

Approval of minutes from June 12th, 2023, and July 5th, 2023, Town Board Meetings: Clerk presented the minutes from the June regular monthly meeting, as well as the special meeting held on July 5th, 2023. The minutes of the meetings looked accurate and acceptable. Motion was made by Schmidt and seconded by O'Donnell to accept the minutes as printed. Motion carried.

Agenda:

- Approve the agenda
- Approve previous meetings' minutes
- Approve payment of bills
- Treasurer and Clerk's monthly reports
- Set date for next month's board meeting
- Road Superintendent report
- Review correspondence
- New business:
 - Act on utility permit application from Alliant Energy
 - Approve new operator licenses for Switched II Inc
- Old business:
 - Update on pricing options for Community Center bathroom
 - Move to purchase gravel and breaker run from Wood County
 - Update on properties found to be in violation of the Town's Nuisance ordinance
- Public input
- Adjourn

Motion was made by O'Donnell and seconded by Schmidt to approve the agenda. Motion carried.

Bills: O'Donnell made a motion to approve payment of the town bills listed by the Clerk. Motion was seconded by Schmidt and the motion carried. Total disbursements for the month of June were \$46,143.29 with total revenues being \$9,845.96.

Treasurer and Clerk Financial Reports: The Treasurer and Clerk reports were reviewed by the Board. All numbers balance. Total Town money as of June 30th, 2023, is \$327,701.23.

Correspondence: The Town received notice of a septic permit that was issued by Wood County to J. Bifano on Batterman Road.

The Clerk was in receipt of a copy of a letter sent to the Wollenzien property informing them they had until the 12th, of July, 2023, to dispose of garbage and stop dumping sewage on the property. This will be discussed in greater detail under Old Business later tonight.

Clerk opened a thank you letter from Schmidt for the flowers sent to his mom's funeral on behalf of the Town board.

The grader tires will be scheduled for mounting by the end of the week.

Moody was given the names of a building inspector and an attorney. The Town has been considering making a change in both of these areas. This topic will be added to August's agenda.

Highway Superintendent Report: The newly hired Highway Superintendent Adam Lueneburg was present and introduced to the Town board. The crew had started mowing but shortly thereafter the mower went down and they had to wait on parts. The County asked Krotzman if the ditches on Nessa Lane could be mowed. He informed them he would have gladly mowed them but needed more lead time to accomplish it. Then the mower failed so the job couldn't be done. The road crew has been spending time out on Batterman Road. They have hauled material out there to fill in wash-outs and low spots. They have lifted those areas about a foot in order to help stabilize the road. The Mack truck is in the shop. The driver's side break can seize up but only when the truck is loaded.

New Business:

Utility Permit: The utility permit was accompanied by several different maps. The board reviewed the packet. Schmidt made a motion to approve the utility permit application and O'Donnell seconded. Motion carried.

Operator Licenses: The clerk received a folder from Switched II Inc with additional operator license applications and an additional payment. Clerk was able to bring four applications to the board for approval. Those four had the proper paperwork attached. O'Donnell made a motion to grant operator licenses to those four applicants. Schmidt seconded the motion and it passed giving operator licenses to M. Ellingson, E. Knapp, T. Keenan, and A. Tranel.

Old Business:

Community Center Bathroom: Schmidt received contact from Crockett Septic via email around 5:30p.m. tonight. A brand-new handicap accessible port-a-potty runs \$3,000.00. They do have one used unit. It will need a support added in the middle of it to support the roof and the snow will have to be removed from it whenever it snows to keep it from caving in from the weight. The cost for that unit is \$1,000.00. O'Donnell made a motion to okay the purchase of the used handicap accessible port-a-potty from Crockett Septic. Schmidt seconded the motion and the motion carried. Schmidt stated he will contact Crockett Septic to set up delivery and billing.

Gravel and Breaker Run: Moody reported that eight loads of gravel and two loads of breaker run purchased from Wood County will cost the Town \$4,000.00. That amount should last the highway crew for a bit. Delivery would be made by Wood County on days of rain when the

crews are not busy with other road work. Schmidt made a motion to go ahead and purchase the ten loads of material from Wood County. O'Donnell seconded the motion and the motion carried. Moody will contact the County to make the purchase.

Nuisance Ordinance Violations: There were a total of ten properties identified. Nine letters were mailed as one property was up for sale and the board had reason to believe it would have a new owner soon. From the nine letters, the Chairman received six return phone calls. All the parties involved were polite in their discussions. The calls were received from C. Marotz, S. Fernandez, D. Kelnhoffer, A. Perez, and S. Reany. The Reany property was also sold recently to a party from a southern state. The new owners are making an attempt to clean the place up. The sixth call was from P. and L. Wollenzien. The Town continues to receive complaints from neighbors on this property located on Kimball Avenue. That property was sent a letter from Wood County Planning and Zoning regarding the garbage and disposing of sewage improperly. Moody says he should hear from Jeff Brewbaker (Wood County P&Z) by the end of this week. After he is given an update from Jeff the Town will have a better idea of what direction we need to take. Discussion will be carried over to next month.

Public input: A question was raised asking how many miles of road the Town grades. There are approximately 15 miles of Town roads the road crew grades.

Another question was asked regarding the air boats that run on the river and Lake Petenwell. Do they have any regulations with regard to hours of operation? It was mentioned that sometimes in the right conditions, the noise they create can be heard for a substantial distance and at all hours of the night. The Town does not have any ordinances they are violating.

Next Scheduled Board Meeting: The next regularly scheduled Town Board Meeting is set for Monday, August 14th, 2023, at 6 p.m. The meeting will be conducted at the Port Edwards Town Hall.

Adjourn: Being there was no other business to conduct, O'Donnell made a motion to adjourn the meeting at 7:16p.m. and Schmidt seconded. All were in favor and the motion carried.

Respectfully submitted,
Michelle Sorenson, Clerk