

**Regular Board Meeting
Tuesday, July 11, 2023
Townsend Town Hall
6:00pm**

Chairperson Monica Zeller called the meeting to order at 6:00pm

Roll Call: Chairperson Monica Zeller, Supervisor Chuck DeMoulin, Supervisor Willie Evans, Treasurer Beth Hartman, Clerk Linda Ziegler. 32 Citizens

Verification of proper agenda notice: Ziegler posted the agenda on July 3, 2023, at the Townsend Post Office, Townsend Town Hall, Laona State Bank, Townsend branch, and www.townsendwisconsin.org

DeMoulin made the motion to amend the agenda to add the NOCCO report and a License permit, 2nd by Evans – M/A

Motion made by DeMoulin to accept the minutes of June 13, 2023 2nd by Evans – M/A

Treasurer's Report – Hartman gave a P&L budget performance report. The town received the transportation aid and the fire dues. Motion by Evans to approve the report and pay all the bills, 2nd by DeMoulin– M/A

Ambulance Report – report on file

Fire Department – report on file. Chief Herlache said that 49 properties in the Archibald Lake area partook in the Home Ignition Assessment program offered by the DNR. It is imperative that anyone who wants to burn get a burning permit. Call (888) WISBURN

Townsend Events Committee – Linda Adamczyk said the watermelon eating contest was attended by 54 children ages 1-13. The watermelons were donated as well as ice cream coupons from Northern DeLights. The next meeting is July 18 @ 6pm to start planning for Fall Fest on September 30.

Lake Country Library – Jim Adamczyk said 85 kids are in the summer programs. The building committee will open bids July 19. The fund raiser at the Golf Course netted \$5700.00. Next meeting is July 25, 2023. Kathleen Marsh is part of a new twelve-member County committee to look at how Oconto County funds its libraries. The library trustees are asking the board members to attend a meeting on August 1 @ 6pm regarding the expansion progress and this Oconto County Library Plan of Service.

Comp Plan Committee – n/a

NOCCO – report on file. Per Officer Dryja’s email, there is an increase in patrols in the area due to outside funding.

Permits/Licenses – DeMoulin made the motion to approve the picnic license for the Festival Committee, 2nd by Evans – M/A

Public Comment: Tom Derrickson stated that Weinerfest is July 29 at the Lakewood grounds. All proceeds go to the Lakewood/Townsend and Mountain ambulance. There is also a benefit event August 12 at the Lakewood grounds for Denise Jackett. Denise was the Lakewood town clerk for 14 years and her and Randy owned and operated Prospect Lodge for many years. Wanda Laste said the Fire Department 4th of July party was fantastic and this community really came through.

Ruth Dufrane, Warbler Ln, said her neighbor, Leslie Fuller, built an attached screen porch without a building permit. Zeller will check with Tom Smith and Ziegler will check the building permits she has received from Tom.

Kevin Lukasko said there are OCAWLA raffle tickets at the local establishments. Winners will be drawn on August 26.

Business:

- 1) Ordinance 01-2023 for Alternative Claims Procedure. The town has gone to direct deposit on some of the payroll. As a result, checks must be approved prior to the monthly meeting. This ordinance will give the town authority. DeMoulin made the motion to approve ordinance 01-2023, 2nd by Evans – M/A
- 2) Mikey Smet Auto Contract – Smits has been working with the town for many years, and picks up scrap metal, tires, electronics, and car batteries from the recycle center. DeMoulin made the motion to accept the 2-year contract – 2nd by Zeller – M/A
- 3) ARPA funds – The town has \$67650.85 remaining in the ARPA funds. The town will use this on the following items: Fire Department apron Repair, \$18,000; Red maple boat landing, \$13,000; Hwy Dept truck mounted blower, \$2500; Fire Dept dry hydrant portion, \$1800; reversible plow and wing for the 2016 freightliner, \$31541.
- 4) Purchase of reversible plow and wing for 2016 Freightliner – will be purchased with ARPA funds.
- 5) Don Solberg – archery range update – Don said they were incorporated with the state, so the name is Northern Lakes Archers. There was a brat fry that raised enough money to purchase 1-million-dollar liability insurance. Jason Hawk donated his time and equipment to log the storm damaged tree, moved them and cleaned up around the old trail.
- 6) Rick VanAsten – Red Arrow ATV club speed limits – Rick and the Red Arrow are proposing to change the current ATV speed limits to match the posted vehicle speeds. This would alleviate the confusion to riders and help law enforcement. Jim Wisneski from Hidden Bear Trail ATV club said Riverview and Lakewood have written an

ordinance to accept this proposal. Zeller said the 7 towns are having a meeting next week and Townsend will table a decision until August.

- 7) Recycle Center Fees – some of the fees for disposal have been increased. This is to increase the revenue to offset the \$180,000 annual operating cost and perhaps discourage people from bringing their junk up north. The new fees will also make it easier for the attendant to collect the fees. The fees will be in effect Saturday, July 15. (See attachment). Ziegler will post on the website and Facebook.
- 8) Building Inspection – Basten Home Inspection, Inc. did a building inspection two weeks ago. Andy Basten identified the major deficiencies and defective items for the town hall, fire department and highway shop (see attachment). There is no signs of mold in the town hall. The septic was inspected in 2022 and passed. The town will be taking care of the electrical issues and reinforce the furnace room by the end of the year. The future of the hall will be decided later by the people through a committee.
- 9) Future agenda items – ATV speed limits

Correspondence: n/a

Announcements:

Red Arrow Corn Roast September 2nd
Weinerfest July 29 at Lakewood grounds.

Evans made the motion to adjourn at 7:09, 2nd by DeMoulin– M/A

Minutes Approved August 11, 2023
Linda Ziegler, Clerk

(attachment #1)

Town of Townsend Recycling Charges
16230 Village View Rd.
Sunday/Monday/ Saturday 9am-3pm
Wednesday 11-5pm

ALL FURNITURE \$15.00
(Couches, Chairs, Mattress, Box spring, Dressers, Tables)

SOFA BED / METAL & MATTRESS \$30.00

REFRIGERATOR / FREEZER &
AIR CONDITIONER \$20.00

ALL OTHER APPLIANCES \$15.00
(Stove, Dehumidifier,
Washer, Dryer, Microwave)

ELECTRICAL
All TV's \$35.00
All Computer Equipment \$15.00
Small Electronics \$ 5.00

TIRES
TIRES UP TO 19 INCHES \$10.00
TIRES OVER 19 INCHES \$20.00
HEAVY EQUIPMENT TIRES \$50.00
TIRES THAT HAVE RIMS ADD \$ 5.00
SNOWMOBILE TRACKS \$50.00

LIGHT BULBS
BULBS \$0.50
BALLAST \$5.00
SPECIALTY BULBS \$2.00

OIL/ANTIFREEZE/ABSORBENT \$5.00 PER 3 GALLONS

TOILETS \$10.00

NO CONSTRUCTION MATERIALS AND ELECTRIC VEHICLE BATTERIES or LITHIUM BATTERIES

(attachment #2)

Inspectors' observations regarding Major Deficiencies that should be addressed soon.

Town Hall Building

List of electrical, mechanical and plumbing items not operating, roof leaks and major deficiencies:

The building shows areas of concern, which need attention:

1. Electrical: The main panel is actually a sub panel. The ground wires need to be isolated from the neutral wires and the main panel properly grounded. The service does not appear to be properly grounded. One melted receptacle was noted at the SW corner of the building. Missing GFI outlets were noted in the wet areas. The front yard sign shows exposed romex wire. Additional evaluation and repair are needed.
 2. Furnace room: The exterior furnace room shows water damage and moldy sheet rock on the walls and ceiling. The walls are not water tight. This room will need to be rebuilt to be water tight and rodent tight.
 3. Roof: There were a few damaged roof panels noted along the east eve. Water leakage stains were noted on the inside in this area. This area appears to have been repaired. I would recommend additional further evaluation and repair to this area.
 4. One AC unit did not function and will need service and repair.
- FIXED**

Fire Department & Highway Shop

The fire department and highway department metal buildings appear to be in sound condition, with no signs of any major structural defects noted. There are a few items which are defective though and will need attention:

1. Masonry exterior: The overhead door frames at the west fire department doors show deteriorated mortar. This will need to be repaired.
2. Building metal exterior: Some rust through was noted at the NW corner of the highway department. The metal building exterior shows dents and damage throughout. I would recommend these damaged panels be replaced.
3. The concrete driveway approach at the fire department overhead doors shows significant settlement and cracking. Plan on replacing this sunken concrete.

4. Electrical: The bathroom outlet is missing GFI protection. A few of the exterior outlets are missing GFI protection or have faulty GFI outlets. These bathroom and exterior outlets will all need to be GFI corrected.

5. The overhead door frame and sill plate are damaged and loose at the NE highway department exterior. This will need to be repaired.

Inspectors' observation regarding Defects that need to be addressed

Town Hall Building

List of some important items not at present defective or in need of repair or replacement, but may be within the next 3 years:

Replace the flooring with a suitable floor for the concrete slab.

Replace one window with insulated glass.

Repair bubbler to function.

Replace some of the lower deteriorated siding panels.

Replace the water damaged ceiling tile.

Reinsulate parts of the attic.

Replace one exterior door. **FIXED**

Replace the water heater.

Remarks

Musty smells: Although no signs of mold or any extensive moisture signs were noted, the building has a musty smell to it. I would recommend having a restoration company advise you on how to get rid of the musty odors.

If you have any questions, feel free to contact me.

Fire Department & Highway Shop

Repair/replace on ceiling fan in fire department.

Secure the loose outlet in the highway department office.

Budget for a new water heater.

Repair or replace the office baseboard heating unit in fire department.