

**Regular Board Meeting**  
**Tuesday, October 8, 2024**  
**Townsend Town Hall**  
**6:00 p.m.**

Chairperson Monica Zeller called the meeting to order at 6pm

Roll call: Chairperson Monica Zeller, Supervisor Willie Evans, Treasurer Beth Hartman, Clerk Linda Ziegler. Supervisor Chuck DeMoulin was absent. 31 citizens

Verification of proper agenda notice: Ziegler posted the agenda on October 1, 2024 at Townsend Post Office, Townsend Town Hall, Laona State Bank, Townsend Branch, and [www.townsendwisconsin.org](http://www.townsendwisconsin.org).

Zeller made the motion to approve the agenda, 2<sup>nd</sup> by Evans – M/A

Motion made by Evans to accept the minutes of the September 10, 2024 meeting, 2<sup>nd</sup> by Zeller- M/a

**Treasures report** – Hartman gave a P&L budget performance report. Motion by Evans to approve the report and pay all the bills, Zeller 2<sup>nd</sup>

**Ambulance Report** – Report on file. Steve Harkema said the new ambulance has been ordered and expected in 2026

**Fire Department report** – Report on file. Chief Herlache said Tom Sell has joined the force. Entry level fire fighter training begins in January. The open house went ver4y well and she will be starting a new grant for rapid intervention packs.

**Friends of Townsend Fire** – Joe Heyrman said the committee has approved purchases for the new fire truck and a new Sparky costume. He said DeMoulin suggested putting up 15 trees to decorate for the holidays and light at the open house December 1. Joe is leading this project.

**Lakes Country Library** – Report on File. Kathleen Marsh said the summer reading project was very successful and the meeting rooms are busy and being utilized.

**Nocco** – Report on file

**Planning & Zoning:** N/A

**Permits/Licenses:** Short Term Rental for Lake Life Rentals, 17204 W. Burndt Dam Rd Zeller made the motion to approve the application, 2<sup>nd</sup> by Evans. M/A

Operator’s license – Zeller made the motion to approve K. Dahms operators license, 2<sup>nd</sup> by Evans- M/A

**Business:**

- 1) Rural insurance – Norb Stauber went through the increase in premium due to the updates to the buildings. The replacement value of the town hall is \$1,040,600.00 up from \$560,000.00 with the improvements. We will also work with Norb regarding an old ordinance concerning state property. This will reduce the premium \$1000.00. Zeller made the motion to approve the insurance quote, 2<sup>nd</sup> by Evans – M/A

- 2) Land Division 4042-282801821J 17401 Wildflower Ln. Evans explained that owner, Dawn Herlache, has a 2.3-acre parcel and wants to divide into 2 parcels. However, because of the 10 ft setback from the mobile home, the lot with the mobile home and pole barn will be 1.489 acre and the lot with the shed will be 0.889 acres. There is no other way to get to the 1-acre lot in accordance with the town comprehensive plan, so the Planning & Zoning Commission approved a town variance that would allow the division. The land division does not meet the local ordinance standards but does agree with the Town Vision Statement, Goals, Objectives and Development Strategies with the approval of the variance. The Planning & Zoning Commission is recommending the town board approve the land division. Zeller made the motion to approve the land division with the variance, 2<sup>nd</sup> by Evans – M/A
- 3) Nicolet Rd Parking – parking lines at the condo and restaurant will be done in Spring 2025. A crosswalk may be added. This is to make that intersection safe.
- 4) Winter Parking – In effect from November 1, 2024 to April 1, 2025
- 5) Alleyway – the town will post “no thru traffic” sign at the alley between Pickerel Lake rd. and Pearl St. They will also check on a stop sign by Pearl Street.
- 6) Cathedral Pines – Bob Habeck has discussed improving the road with the Forest Service. They will give the town a gravel grant every year provided the road prohibits ATV/UTV’s. He will meet with them Thursday to discuss a timber sale on both sides to widen the road.
- 7) Rental Agreement Resolution 03-2024. This is being put in place to have consistency in renting the town hall and the meeting room. Zeller made the motion to approve ordinance 03-2024, 2<sup>nd</sup> by Evans – M/A
- 8) Halloween Trick or Treat Hours – Will be held 4-6pm on October 31. The McCaslin Lions will host trunk or treat in the parking lot during those hours.
- 9) 2025 contracts – N/a
- 10) Town Hall Project – Ken Schwebke said the addition may be done around Thanksgiving. The roof will be done Wednesday, all electrical has new circuits, HVAC, insulation and siding will start next week. A complete inspection on trusses is being done as the roof goes on. The project is completely within budget.
- 11) Budget dates: Next workshop October 9 at 10am. The public budget hearing will be Tuesday, November 12.

**Public Comment** – Zeller said the assessment books prior to 1987 will be destroyed with the permission of the State Historical Society the Ziegler contacted. Michelle Zelle asked when the paddle boat at the Pickerel Lake Boat Ramp will be removed and asked about the beaver trapping on Pickerel Lake. Linda Adamczyk said the chili cookoff went well with 13 contestants. Winner was Joe Heyrman, 2<sup>nd</sup> Amanda Bohl, 3<sup>rd</sup> Oliver Miolette. There were 85 total votes. There was discussion regarding the tree lighting on December 1, 2024. The Festival Committee will be the lead. Kathleen Marsh brought attention to the Oconto County planned ATV Park in Riverview. This is a 3-5 million\$\$ project and urges people to get info regarding this.

**Correspondence:** n/a

**Announcements:**

Budget session October 9 at 10am

7-towns meeting October 16 6:30pm Townsend Town Hall

General election November 5, 2024 7am – 8pm

Public budget meeting Tuesday November 12 w/ regular meeting to follow

Zeller motioned to adjourn at 7:00pm 2<sup>nd</sup> by Evans– M/A

*Minutes approved November 12, 2024  
Linda Ziegler, Clerk*