

Regular Board Meeting
Tuesday, September 12, 2023
Townsend Town Hall
6:00 p.m.

Chairperson Monica Zeller called the meeting to order at 6pm.

Roll call: Chairperson Monica Zeller, Supervisor Chuck DeMoulin, Supervisor Willie Evans, Treasurer Beth Hartman, Clerk Linda Ziegler. 36 citizens

Verification of proper agenda notice: Ziegler posted the agenda on September 6, 2023 at Townsend Post Office, Townsend Town Hall, Laona State Bank, Townsend Branch, and www.townsendwisconsin.org.

DeMoulin motioned to approve the agenda, 2nd by Evans – M/A

Motion made by Evans to accept the minutes of the August 8, 2023 meeting, 2nd by DeMoulin – M/A

Treasures report – Hartman gave a P&L budget performance report. The Town received the final tax receipts and the Archibald Lake handicap pier grant has been paid back. Ziegler said all vouchers and checks have been signed. Motion by Evans to approve the report and pay all the bills, DeMoulin 2nd – M/A

Ambulance Report – Report on file

Fire Department report – Report on file

Townsend Events Committee – no report

Lakes Country Library – Report on file. Kathleen Marsh thanked everyone for the contributions to the library expansion. The ground breaking ceremony is Wednesday Sept. 13 at 1pm. RJM construction is the contractor.

Nocco – Report on File

Planning & Zoning: Planning & Zoning Chairperson Tim McGuire presented the town recommendation for land division for Diane Martin, Parcel #042-282814842L3B, Krake Road. 5 acres parcel off Valley View to be divided into 4 - 1.26 acres lots. The land division proposal meets local ordinance standards. The proposal agrees with the Town Vision Statement as found in the Town Comprehensive Plan. The proposal agrees with the Town Goals, Objectives and Development Strategies as found in the Town Comprehensive Plan. This is good for the town, as it will increase the tax base. Planning

& Zoning committee is recommending approval of this land division. Evans made the motion to approve the land division, 2nd by DeMoulin – M/A

McGuire said the committee discussed the issue of home building vs pole building and travel trailers on vacant property. Dan Martin asked McGuire what the town can do about this. McGuire said this is county regulated. Zeller said she is meeting with County Zoning to discuss options.

McGuire said Zeller expressed the desire to have the Planning & Zoning Commission take on more responsibility. She suggested managing the Tourism funding that will be implemented in 2024. McGuire suggested the town get an ad hoc committee to help with this. Zeller also asked the Planning & Zoning Commission to spearhead the town hall building project. The Commission membership agreed to this request. Next meeting will be Tuesday, October 3, 2023 @ 5pm to start discussion on the town hall project and any land issues that may arise.

Permits/Licenses – DeMoulin made the motion to accept four operator’s license applications – 2nd by Evans – M/A

Public Comment: Joe Heyrman thanked the town board and staff for cleaning up the recycle center. Wanda Laste said the Friends of Townsend Fire will install a bin for aluminum cans at the dump. The town will be putting up a shed for the oil the end of September. The town received partial payment for the damage to the fence and this will be repaired soon.

Dan Martin said he is tired of paying the \$150.00 per year Lake District special charge. What can the town do about this? John Zeller, commissioner for the P&R District #1 stated that the district is its own entity and the tax just goes through the town via tax bill. Any discussion should be had with the district officers.

Claude Bowman asked if the town will refurbish the WWII Veterans sign. Zeller said she just found out about it, it will be refurbished and displayed.

Business:

- 1) Rural Mutual – Ben Albrecht was to be in attendance, but not available. The Town board had met with him a few weeks ago, went through the policy and updated the vehicle list.
- 2) BCPL Load for the Grader – The Town of Townsend is applying for a loan on the 2018 JD Grader in the amount of \$307,000.00 to the Board of Commissioners of Public Lands at 5.75 percent for 5 years. DeMoulin read the preamble and resolution to the public. Evans moved to adopt the foregoing preamble and resolution. Clerk Ziegler did a roll call vote to adopt the preamble and resolution, hearing 3 ayes and 0 noes. The clerk stated the 2023 equalized valuation is \$436,520,400.00 and the total indebtedness is \$540,712.84.
- 3) Recycle Center Stickers – the town will be issuing recycle center stickers to identify Townsend residences at the recycle center. This should help reduce some of our expenses. Zeller asked the audience what they thought about increasing the fee on businesses. Businesses already pay a higher tax rate than residence. Businesses do generate more garbage, but not all generate the same amount of

trash. Businesses donate a lot to fund raisers and charities. The Board will consider these ideas.

- 4) Fire Chief Job Description – The town board is updating all job descriptions. The Fire chief job duties & responsibilities, performance criteria, minimum qualifications, education, experience, and certifications were updated. This position will be part time requiring 20 hours per week.
- 5) Amend ATV/UTV Vehicle Road/Route Ordinance 03-2023. The board relooked at the amendments made in August and found some errors, per state statutes referencing child operators. Evans made the motion to approve the updates, 2nd by DeMoulin – M/A
- 6) Discovery Guide – Townsend will pay for a 1/8-page ad in the Oconto County Discovery Guide.
- 7) Budget Sessions – the town board will meet Monday, October 2nd @ 9:30 for the 1st budget session
- 8) Short Term rental meeting recap – Jayme Sellen from OCEDC was here on Saturday, Sept 9 to present the Northern Oconto County Room Tax Commission & Tourism Zone Agreement to the public. There were 16 citizens in attendance. The town board will present the ordinance at the October meeting and the room tax and short-term tax will go into effect January 1, 2024
- 9) Future Agenda items – n/a

Correspondence:

Smokey Lake Aerator
Recycle Center Fence

Announcements:

Lake Country Library Ground Breaking Wednesday Sept 13 @ 1pm
Board to WTA conference in Green Bay Sept 27
Annual Chili cook-off/Fire Department open house - Saturday, September 30 noon-3pm
DNR Luncheon Tour Saturday, October 7

DeMoulin motioned to adjourn at 7:12pm, Evans 2nd – M/A

*Minutes approved October 10, 2023
Linda Ziegler, Clerk*