

Approved
MEETING MINUTES
Little Suamico Town Board of Supervisors Special Meeting
Little Suamico Town Hall, 5964 County Road S, WI 54171
MONDAY, DECEMBER 18, 2023-8:00 A.M.
www.townoflittlesuamico.com

Board Members Present: Dale Mohr, Liz Paape, Tracey Krumrei, and Sharon Van Den Heuvel-Deputy Clerk/Treasurer

Board Members Absent: None

Others Present: Ken Jaworski, Lee Billings, Kyle Johnson, and Jason Martin.

CALL MEETING TO ORDER-The opening meeting statement was read, and the Town Board of Supervisors monthly meeting was called to order at 8:00am by Chairman Mohr at the Town Hall. The meeting agenda notice was properly posted.

APPROVAL OF AGENDA-

- a. Change in Sequence- None
- b. Removal of Items- None

Paape made a motion to approve Agenda, seconded by Krumrei. Approved by unanimous vote.

Correspondence- None

1. Road Discussion

Redtail third addition- Discuss efforts to determine if road meets town standards. The reason this discrepancy started with Red Tail Lane is that Cedar Corp was supposed to be notified that the road was supposed to be constructed in accordance with agreed upon standards. However, the road does not meet the standards outlined in the plan, which was agreed upon with the Town Board. Issues that are of concern relative to road construction of Red Tail are:

- Surface tearing
- Shoulder material and slope
- Tire wearing
- Plows have already scraped off the high spots.

Jason Martin - Sand and Gravel

Leo Billings from MCC- If there was an issue with the base, it would show through the asphalt.

Kyle Johnson recommended in order protect the town, the road should not be accepted because they were not there to see grading or compaction efforts; for example, due to the time of year, the road could have been soft when placing the road, where asphalt may have not been to temperature along with possible frost in base.

The only true way to check asphalt density is to core the road where we can then determine the actual density. The road should be cored by an independent contractor such as ESC or PSI to perform the test. While coring, they will need to core through the gravel in order to test for shale and any other bad stone. The current slope of the road is not correct per plan, nor does it appear to be the right amount of asphalt on site.

Next steps: All that which Cedar Corp has recommended can be requested by Cedar Corp to the independent core contractors, proposing 3 cores be taken.

Motion by Paape for Cedar Corp to move forward to arranging cores to determine road viability where core results will identify next steps for how the developer should proceed. Seconded by Krumrei. Motion unanimously carries.

a- Union Lane- Discuss Brian Begotka dedicating 33' of road- The Town Board is grateful for the offer of the 33' of road from Begotka's. At the Town's next Board Agenda, we will be looking to accept the 33' with a written description of the area from the surveyor, along with a written statement of donation from the owners. The town board will need to consult with the town attorney for a deed. The Town Board will contact Cedar Corp to survey the cul-de-sac. This

area of question will need to be surveyed, parceled, and then deeded. This topic will be put on the agenda for the next town board meeting. Recommendation from Town Board to spend ARPA funds for survey and design work. We need to identify the next steps. Krumrei motions and Paape seconded. Approved by unanimous vote.

Additionally, we need to clarify from petitioner at next meeting regarding number of houses intended per his recent updated application.

Also, the applicant needs to be aware that if they are boarding horses, they need to obtain a conditional use permit.

Ken: We need to look at the cul-de-sac and will it serve any area that should be serving another living development area

b- Cross Road - Discussion on concerns administrative oversight of grant was lacking and determine if any agency is at fault. Dale will contact Lisa We need to contact our attorney, so a letter to Robert E Lee requesting all past correspondence specifically to do the project.

Paape makes a motion for Chairman Mohr to contact the attorney so a letter can be written to Robert E Lee, Highway Department, former town board including clerk, requesting all past correspondence regarding Cross Rd, particularly to the asphalt documentation. Krumrei second's motion. Motion unanimously carries.

c- Campview Drive- Discuss if the request to decommission the road access shall go forward, discuss updates on access. There is a 70' of right-away the town owns, as part of a plat, where the public can still use the right-away for use of the Reforestation Camp. Brown County still has it fenced off. Mohr had the delineation of the property surveyed. The town paid to have a gate placed for public access to Reforestation Camp.

Mohr read correspondence from Mike Verba.

Mohr indicated we will add this topic to the next Board Meeting so more parties can attend for comment due to work schedules.

2. Discuss ARPA Funds- discuss timeline on use of funds and allocation toward projects. The following was mentioned for possibility for purchase using ARPA funds:

- Competitive bids for digital sign for town hall
- Digital sign for park
- Infrastructure of ballpark of lights
- Lawnmower
- Power outlets for town board meeting table
- Money for surveying for Union Lane
- Town Hall meeting technology to live-stream meetings.

3. Library/Community Center- Discuss latest information concerning County funds, purchase options and financial options. We will need to investigate the cost of the inspection of the building and the closing costs of the building. Ken recommended the town look into the recently proposed \$300 million Governor Evers Innovation grant.

The electoral vote does not lock us into purchase, where we will outline contingencies of purchase.

We will have large poster informational signs to include a future picture/drawing of the library put up there with remodeling pictures, with Law Enforcement. Human Service's Veterans Affairs. Also, we will have to explain how this project and purchase will not affect our taxes to include If we have our own library where we will not be charged for library use.

4. Ordinance update- Attorney is following up with staff to determine status of the Code of Ordinances that was submitted back in September.

Per public comment at the last Board meeting, we will need to add additional language to the Code of Ordinances relative to age of mobile homes design standards and structural capacity, and solar fields.

5. Speed Limits- Gather requests throughout town for speed limit changes and have county install signs.

6. Update on Park Committee- Forming a 4-person park committee. Tracey has talked to 3 of 4 potential participants Tracey will research State Statute regarding requirements of the formation of such Park Committee/Commission

7. Town Fee Schedule-

Paape proposes:

- The town increase the liquor licenses \$25 for 2024.
- Also, increase cigarette licenses to \$25 from the current \$15.

- Return check fee \$35.00.
- Either raise the park to \$150.00 like our town hall or increase both to \$200.00.

Krumrei makes motion to approve the town fee schedule, Paape seconds motion. Motion unanimously carries.

8. Discuss contracted services- Mohr identifies those with our contracted services - Driveway and ditch cutting can go out in Spring. Paape prepared a list of Building Inspectors and Assessors that other towns utilize outside the current ones Little Suamico uses.
We should go out for bids, along with an interview. Dale recommended ditch-cutting and snow removal be conducted in March.

9. Adjournment- 12:12pm

If you are an individual with a disability and need a special accommodation while attending any meeting, as required by the Americans with Disabilities Act, please notify the Chairman at 920-606-9685 or the Clerk at 920-826-7655 at least 24 hours prior to the start of the meeting so that appropriate accommodations can be made. People who are members of another governmental body, but who are not members of this board, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended, and they are not meeting to exercise the authorities, duties, and responsibilities of any other governmental body.

Respectfully Submitted, Liz Paape, Town Supervisor