

STILES TOWN BOARD MEETING – TUESDAY, JULY 11, 2023

Stiles Town Board held its monthly meeting Tuesday, July 11, 2023, at 6:00 P.M. in the Stiles Town Hall. Chairman Flynn called the meeting to order at 6:00 P.M. and roll call done.

Present: Chairman Flynn, Supervisors Sonesen and Telford, Treasurer Gillum, and Clerk Babino.

1. **Pledge of Allegiance** – Telford led the Pledge of Allegiance.
2. **Approval of Agenda** – Motion by Sonesen seconded by Telford to approve the agenda; motion carried.
3. **Approval of Previous Meeting Minutes** - Motion by Telford seconded by Sonesen to approve the town board meeting June 14, 2023, minutes; motion carried. Motion by Telford seconded by Sonesen to amend # 7 to “Assessor Raddatz reported NO new laws” the board of review June 22, 2023, minutes; motion carried.
4. **Treasurer’s Report** – Treasurer Gillum stated that we are still in the process of updating our accounting system. M.M. Sweep Account is estimated at \$82,739.53; equipment fund is \$18,106.14; cemetery fund is \$26,160.38 and ARPA fund is \$158,677.52.
5. **List of Bills for Payment – Amend budget if necessary.** – Town Board asked questions about some payments. Motion by Sonesen seconded by Telford to pay the bills presented by Clerk Babino; motion carried.
6. **Culvert/Driveway Permits** – Chairman Flynn reported on 3 applications for driveway permits. Discussion held. Motion by Telford seconded by Sonesen to approve the driveway permit for Bernie and Amber Sticka on West Slope Road; motion carried. Motion by Telford seconded by Sonesen to approve the driveway permit for Thomas and Vicki Glasnovich at 5110 Zimmerman Ln; motion carried. Motion by Telford seconded by Sonesen to approve the driveway permit for Jeremy Schlosser on Lucas Road; motion carried.
7. **Public Comment** – 1.) Rick Angus spoke to the board as he would like to purchase 2 ½ acres on Bacon Road. There is currently a garage on this property, and he would like to clean up the property and leave as is for storage. Currently, the Town of Stiles requires 5 acres north of Highway 22. Discussion held. Supervisor Telford will do some research and talk to Dale from Oconto County and Wisconsin Towns Association. This will be discussed at a future meeting. 2.) A townspeople asked about the grading on Thompson Lane. This will be on August’s agenda. 3.) Joel Lavarda, Oconto County Supervisor and Oconto Falls Fire department, reported 2 recent fire calls. He also spoke to Brandon and Vanessa at the Oconto County Highway Department about their billing statement. The town is to reach out to Brandon and Vanessa and let them know how they would like their billing, 1 or 13 pages. 4.) A townspeople asked about the mower’s status. Chairman Flynn reported the hydraulic pump went out on the mower and they are in the process of working on this.

Old Business

8. **Posting Locations Resolution** – Supervisor Sonesen read proposed resolution to change the legal posting locations to the Town of Stiles Town Hall and the Town of Stiles website. Discussion held. Motion by Sonesen seconded by Telford to approve Resolution R2023-04 Legal Posting Locations to the town hall and town website; motion carried.
9. **BOR Procedure: Raze Order for garage at 5902 State Hwy 22** – Supervisor Sonesen discussed the process of identifying property with decreased value from the board of review meeting. She explained the process of implementing a raze order. Motion by Sonesen seconded by Telford to begin a raze order on the garage at 5902 State Hwy 22; motion carried. Chairman Flynn will reach out to Tom Smith, building inspector, to start this process.
10. **Land Use Planning Commission Internal Procedures** –
 - a. **Handoffs between LUPC & Town Board** – Bob Rodich, LUP chairman, and Vicki Glasnovich, LUP secretary, attended the meeting. Discussion held. Applicants are to contact the LUP chairman to get on their agenda. The LUP secretary will post the agenda at the Stiles Town Hall and email a copy to the town clerk to be put on the website. LUP will have their meeting and if the request is approved, they will inform applicants of the next town board meeting. Paperwork will be left on the clerk’s desk.

- b. **Terms / Appointments / etc.** – There is currently no record for the terms/appointments for the LUP board members. Supervisor Sonesen will research and come up with a resolution for August’s meeting.
11. **Putting unpaid Fire Call invoices on property tax bills** – Supervisor Sonesen discussed her finds of putting unpaid fire calls on property tax bills. Discussion held. Treasurer Gillum will prepare an internal process, and this will be discussed at next month’s meeting. Sonesen read the proposed ordinance. Discussion held. Motion by Sonesen seconded by Telford to approve Ordinance O2023-02 The Code of Ordinances, amending ordinance 2001-01; motion carried.
12. **Purchasing Procedures Ordinance – Amend to clarify limits** – Supervisor Sonesen read the proposed ordinance for purchasing procedures. Discussion held. Motion by Sonesen seconded by Telford to approve Ordinance O2023-03 Purchasing Procedures Ordinance, amending ordinance O2022-03, O2022-09 and O2023-01; motion carried.
13. **Municipal Emergency Planning Template** – Chairman Flynn reported the municipal emergency plan is complete and he will be submitting it to Jon Spice. Once Jon completes his sections, a copy of this plan will be available at the town hall.

New Business

14. **Rezone application for 5687 Chicken Shack Rd** – Discussion held. Motion by Telford seconded by Sonesen to approve the rezone application from agricultural to rural residential for 5687 Chicken Shack Road; motion carried.
15. **Rezone application for 7132 Tower Drive Road** – Discussion held. Motion by Telford seconded by Sonesen to approve the rezone application from agricultural to rural residential for 7132 Tower Drive Road; motion carried. Application for land division for this property will be discussed at August’s meeting.
16. **Propane Quote/Contract** – Propane quotes received from Countrystyle Propane, Garrow Oil and Propane and Larsen’s Country Visions. Discussion held. Motion by Telford seconded by Sonesen to approve and sign the propane contract with Countrystyle Propane at a rate of \$1.41/gallon; motion carried. Chairman Flynn signed the contract and Clerk Babino will send in.
17. **Oconto County – DNR Permit to replace seawall at Iron Bridge boat landing** – Supervisor Telford reviewed letter from BJ Mahon, Water Management Specialist with the WI DNR regarding replacing the seawall at the Iron Bridge boat landing. Any questions shall be directed to Monty Brink with Oconto County.
18. **Fee Schedule Updates - Dog Catching, Littering/Improper Garbage Disposal** – Supervisor Sonesen discussed her findings. Discussion held. There will be an update at a future meeting.
19. Agenda items for next/future meeting(s)
- a. Town Mail – Hall Mailbox vs PO Box vs Personal Addresses
 - b. ATV Updates
 - c. Agenda Creation Process & Town Bd Mtg Parliamentary Process Resolutions
 - d. Sex Offender Residency Ordinance
 - e. Industrial Solar Farms
 - f. Boom Mowing Bids Reviewed (Aug)

The meeting was adjourned at 8:23 P.M.

The next town board meeting with August 9, 2023.

THE MINUTES ARE UNAPPROVED UNTIL THE NEXT TOWN BOARD MEETING.

Posted: Jill Babino, Stiles Town Clerk – 07/18/2023

Town Hall (5718 Watercrest Rd, Lena); Northwoods Power Equipment (5290 US-141, Lena); The Store #65 (5070 Hwy 141, Oconto)