

# **STILES TOWN BOARD MEETING – Wednesday, September 13, 2023**

Stiles Town Board held its monthly meeting Wednesday, September 13, 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, Supervisor Sonesen, Treasurer Gillum, and Clerk Babino. Absent: Supervisor Telford.

1. **Pledge of Allegiance** – Flynn led the Pledge of Allegiance.
2. **Approval of Agenda** – Motion by Sonesen seconded by Flynn to approve the agenda; motion carried.
3. **Approval of Previous Meeting Minutes** – Motion by Sonesen seconded by Flynn to approve the August 9, 2023, town board meeting minutes; motion carried. Motion by Sonesen seconded by Flynn to approve the August 23, 2023, special town meeting minutes; motion carried.
4. **Treasurer’s Report** – Treasurer Gillum reported balance of M&M Sweep Account is \$55,268.68, Interest is \$528.28, Equipment Fund is \$13,974.62, Cemetery Fund is \$26,160.38 and ARPA Fund is \$158,677.52. The accounting system has been updated and everything is up to date.
5. **List of Bills for Payment** – Motion by Sonesen seconded by Flynn to pay the bills presented by Clerk Babino; motion carried.
6. **Culvert/Driveway Permits** – Flynn discussed culvert and driveway permits. The culvert on Guelig Road was placed incorrectly. Flynn reached out to the owner who will fix culvert and contact Flynn when complete. Motion by Sonesen seconded by Flynn to approve the culvert and driveway permit for Travis Behnke on Tower Drive Road; motion carried. Motion by Sonesen seconded by Flynn to approve the driveway permit for Ben Schindel on Birchwood Shores Lane; motion carried.
7. **Public Comment** – Flynn received an email from County District 17 Supervisor Joel Lavarda.
  - a. The Safe Kids grant application for life jacket stations was denied but they are applying for another grant.
  - b. The County Board approved zoning changes for property on Tower Drive Road.
  - c. The County Board approved creating a recreation committee of 5 board members, allocating \$200,000 ARPA funds to help municipalities with any recreation projects (parks, biking, ATV/UTV, walking trails).
  - d. Four municipalities in Oconto County use Maroco Landfill. Landfill has 7-10 years left of operations at the current site. There’s been discussion of what the next step is. May start a construction cell where only construction/furniture and other large items are dumped to extend the landfill by 5 years. If continuing to operate with joint landfill, will need to move landfill or buy more nearby land.
  - e. Oconto County Commission of Aging is partly funded by Oconto County. All counties must have an elderly program. Information can be found by visiting [www.ocontocoa.com](http://www.ocontocoa.com) or calling 920-834-7707. There will be a fall prevention class September 26<sup>th</sup>, October 3<sup>rd</sup>, and October 10<sup>th</sup>, from 9:00 AM to 11:00 AM at the Oconto City Municipality Building. A \$20.00 donation is suggested. Call 920-373-1441 to sign up or if you have questions.
  - f. Oconto Falls Fire Department from July to August had 7 calls in the Town of Stiles. In October, the department will be doing fire prevention in school and delivering pizza and smoke alarms/CO detectors.
  - g. There are missing fire numbers on Machickanee Road and unreadable fire numbers on Highway 22.

## Old Business

8. **Cemetery Management** – Sonesen found the 2020 town board approved cemetery management, however, nothing was ever done. By law, the Town has to provide cemetery services. Sonesen has met with Kevin Wirtz about handling the Stiles Cemetery. Kevin will mark graves for digging and monument

companies, fill out paperwork and mark graves for Veterans, take calls, locate plots, keep records, handle paperwork, take funeral home calls and schedule grave digging and clean up the cemetery paperwork for the Town of Stiles for a contract fee of \$500/month. Discussion held. Motion by Sonesen seconded by Flynn to approve the cemetery contract with Sexton Kevin Wirtz for \$500/month; motion carried.

9. **LUP Appointments** – Sonesen discussed the need for appointments for the Stiles Plan Commission. Flynn appointed Thomas Glasnovich as a member of the Stiles Plan Commission; Thomas accepted. Motion by Sonesen seconded by Flynn to approve the appointments: Robert Rodich as Chair of Plan Commission for remainder of term to expire on April 20, 2024, Thomas Glasnovich as a member for remainder of term to expire on April 20, 2024, Larry McGray as a member for remainder of term to expire on April 30, 2025, Carl Magnuson as a member for remainder of term to expire on April 30, 2026, and Vicki Glasnovich as secretary for remainder of term to expire on April 30, 2026; motion carried.
10. **Fire Call Invoicing/Property Bills – Ordinance** – Sonesen read ordinance amendment for fire calls invoicing and adding to property bills. The update includes that if a bill for a fire is outstanding for more than 120 days as of November 1<sup>st</sup> of any year, it will become a lien against the real estate and will be placed on the tax roll. Motion by Sonesen seconded by Flynn to approve Ordinance No. O2023-04 Amending Town of Stiles Ordinance No. 2001-01, O2023-02 entitled The Code of Ordinances of the Town of Stiles; motion carried.
11. **Littering/Improper Garbage Disposal Ordinance/Fees** – No updates at this time. Will report as updates occur.
12. **Town Mail Standards Policy – Hall Mailbox vs PO Box vs Personal Addresses** – Sonesen read the resolution as to where town mail should be delivered. Discussion held. Motion by Soneson seconded by Flynn to approve Resolution No. R2023-05 Resolution for Adopting Mailing Address Policy; motion carried.
13. **Review and adopt Municipal Emergency Operation Plan** – Flynn reported operation plan was given to Jon Spice, Director of Emergency Management for Oconto County. Jon will be adding phone numbers to the plan. Motion by Sonesen seconded by Flynn to approve Resolution No. R2023-06 Resolution for Adopting the Town of Stiles Municipal Emergency Operations Plan; motion carried.

#### New Business

14. **LUP Application – 6040 Guelig Road** – Paul Shallow, surveyor, discussed applications. Motion by Sonesen seconded by Flynn to approve the rezone to rural residential for 6040 Guelig Road; motion carried. Motion by Soneson seconded by Flynn to approve the land division for 6040 Guelig Road; motion carried.
15. **LUP Application – 6972 Bacon Road** – Paul Shallow, surveyor, discussed applications. Motion by Sonesen seconded by Flynn to approve the rezone to rural residential for 6972 Bacon Road; motion carried. Motion by Soneson seconded by Flynn to approve the land division for 6972 Bacon Road; motion carried.
16. **Koski/Junk Yard Permit** – Flynn and Gabe Moody from Oconto County inspected the Koski Iron Yard Auto Salvage and Trucking; no problems found. Motion by Sonesen seconded by Flynn to approve the junkyard permit for the Iron Yard Auto Salvage and Trucking until August 31, 2024; motion carried. \$250 permit fee paid, and permit issued.
17. **Property Reassessment Updates & September 20<sup>th</sup> Meeting** – There will be a special town board meeting on Wednesday, September 20, 2023, to discuss the reassessment for the Town of Stiles. R&R Assessing will be here to answer any questions.
18. **Set up special meeting to work on 2024 budget** – Discussion held. Meeting set up for October 10, 2023, at 5:00 P.M.
19. **Informational Only – Backyard Flocks** – Sonesen read email received from Oconto County Public Health. They are trying to keep diseases like salmonella from sickening people in Oconto County. All backyard flocks (and other livestock) must be registered with the State ([www.wiid.org](http://www.wiid.org) or 1-888-808-1910). For more

information, visit <https://www.cdc.gov/healthpets/pets/farms-animals/backyard-poultry.html> or contact Oconto County Public Health.

20. **Oconto County Pioneer Park updates** – Sonesen read email from Monty Brink, Oconto County Forest, Parks and Recreation Administrator. Oconto County is starting the design phase to improve and enhance Pioneer Park by laying out a disc golf course, designate parking, construct camp site pads, and install a bathroom and a well. There’s an anticipated timber harvest in 2024-2025. The park improvements are planned to be developed within the 2026 County capital budget plan. This is a pending project, but Monty is working on a layout and design should the County Board approve funding in 2026.
21. **OEC letter of recommendation** – Flynn stated Oconto Electric Cooperative requested a letter of recommendation for the dam safety incentive program for the US Department of Energy. Flynn was given a tour of the Stiles hydroelectric station powerhouse and embankment. The dam needs to be repaired, including dam riprap and slope improvements. Motion by Sonesen seconded by Flynn to send a letter of recommendation for the dam safety incentive program for the US Department of Energy; motion carried. Babino will prepare a letter and send it to OEC.
22. **Meadowbrook Rd road repair** – Flynn stated Meadowbrook Road, north of Luisier Lane to the town limits, needs road repair. The road will need to be pulverized and graded. Quote/proposal received from Duame Sand & Gravel. Discussion held. Motion by Sonesen seconded by Flynn to approve the quote from Duame Sand & Gravel to pulverize and grade Meadowbrook Road, 550’ north of Luisier Lane to town limits, for \$4,999.00; motion carried. Quote/proposal signed, and Flynn will return to Duame Sand & Gravel.
23. **Duame Road – Railroad crossing** – Flynn stated Telford had contacted the Railroad and they will cover the excavation and prep work by the railroad crossing on Duame Road, however the town is responsible for the paving. A quote for paving was received from Oconto County Highway for \$5,602.60, however, the County will also be paving by the railroad on Highway 22 (near Kwik Trip), so if it’s done at the same time, the cost would be less. Motion by Sonesen seconded by Flynn to approve the quote from Oconto County Highway to pave Duame Road by the railroad crossing; motion carried.
24. **Agenda items for next/future meeting (s)** – in no particular order

Agenda Creation Process & Town Bd Mtg Parliamentary Process Resolutions	ATV Updates
Sex Offender Residency Ordinance	Industrial Solar Farms
Fire Call Invoicing – Internal Procedures	Raze Order for garage at 5902 State Hwy 22
Equipment Discussions	Traffic Study on Highway 22 by Kwik Trip
Dog catching ordinance/fees	

The meeting was adjourned at 7:31 P.M.

A special town board meeting will be held Wednesday, September 20, 2023, at 6:00 P.M.

The next town board meeting is October 11, 2023.

THESE MINUTES ARE UNAPPROVED UNTIL THE NEXT TOWN BOARD MEETING.

Posted: Jill Babino, Stiles Town Clerk – 09/20/2023

Town Hall (5718 Watercrest Rd, Lena) and Town Website ([www.townofstiles.org](http://www.townofstiles.org))