

# STILES TOWN BOARD MEETING – Wednesday, November 8, 2023

Stiles Town Board held its monthly meeting Wednesday, November 8, 2023, immediately following the Budget Hearing and Special Town Meeting in the Stiles Town Hall. Chairman Flynn called the town board meeting to order at 5:15 P.M. and roll call was done.

Present: Chairman Flynn, Supervisor Telford and Clerk Babino. Supervisor Sonesen arrived at 5:19 P.M. Treasurer Gillum arrived at 5:24 P.M.

1. **Pledge of Allegiance** – Telford led the Pledge of Allegiance.
2. **Approval of Agenda** – Motion by Telford seconded by Flynn to move agenda items #11 (Plan Commission Application – 5267 Grasse Court) and #12 (Plan Commission Application – 5275 Grasse Court) to the end of the meeting so surveyor Paul Shallow will be available; motion carried.
3. **Approval of Previous Meeting Minutes** – Motion by Telford seconded by Flynn to approve the October 10, 2023, meeting minutes; motion carried. Motion by Telford seconded by Flynn to edit the October 11, 2023, town board meeting minutes changing #13: Roads-LRIP Meeting to 12 projects instead of 10; motion carried. Motion by Telford seconded by Flynn to approve the amended meeting minutes from October 11, 2023; motion carried.
4. **Treasurer's Report** – Treasurer Gillum reported balance of M&M Sweep Account is \$146,684.51, Equipment Fund is \$13,974.62, Cemetery Fund is \$26,118.38 and ARPA Fund is \$158,677.52.
5. **List of Bills for Payment** – Motion by Telford seconded by Sonesen to pay the bills presented by Clerk Babino; motion carried.
6. **Culvert/Driveway Permits** – No culvert or driveway permits. Flynn reported the culvert on Guelig Road has been fixed.
7. **Public Comment** – A townspeople asked why the Plan Commission was given a raise at October's meeting. Flynn stated that research was done with Oconto County municipalities to find out what each municipality paid their Plan Commission; the board stated that if we compensate our Plan Commission with decent wages, our recruitments will be better.

A question was asked as to the replacing of fire number signs on October's meeting minutes. The townspeople thought years ago the town board was going to replace everyone's signs. The board explained there was never any action taken on this by the previous board. If anyone needs a fire number sign replaced, they need to contact Tonia Becker at Oconto County.

Another townspeople asked what the dog settlement was and why the treasurer received a portion as well. Babino explained that it's the collection of dog licenses and the treasurer receives \$0.25 per license per State Statute.

Supervisor District 17 and Oconto Falls Assistant Fire Chief, Joel Lavarda, reported that the Safe Kids received the grant for the life jackets. There was 1 fire care for an accident in the Town of Stiles. Joel said there is a grant for buildings and will forward the information to the town board. A townspeople asked Joel about opening County Road I to ATV/UTV traffic as other municipalities are opening their County Roads to ATV/UTVs; Joel said this was originally denied due to traffic and driveways on County Road I but this may come up again at future meetings; he will keep our Town posted if anything arises for County Road I. A townspeople thanked the board for putting up a sign on Military Road by the Park-N-Ride and trail regarding horse manure; Oconto County Economic Development had placed this sign per the board's request.

## **Old Business**

8. **Cemetery Management** – Sonesen gave an overview of cemetery management. Kevin Wirtz is the Town of Stiles Cemetery Sexton and the contract has been signed. Babino confirmed that payments have been set up with Kevin. Gillum still needs to reach out to Kevin as to how the Town will receive money from plot sales. Kevin will be auditing all the town's cemetery paperwork in winter and then in Spring, he will do a physical

audit of the graves. Kevin will also be doing a records back-up. Kevin met with Kurt Delzer to inform him where to plow snow and where to put the snow; this will need to be done when a recycling/maintenance worker is hired. The town does need a cemetery ordinance, which will be worked on in future meetings.

9. **Littering/Improper Garbage Disposal Ordinance/Fees** – Sonesen discussed research she found on littering and improper garbage disposal. She found that most towns do not have an ordinance for littering. There are many challenges with an ordinance and charging a fee as we must determine who littered or disposed of garbage and there's a State Statute that has the max that can be charged. There may also be a bill from the Sheriff's Office so unsure what the Town could charge if the culprit is found. Sonesen will continue research on this subject and report back any findings.
10. **Raze order for Garage at 5902 State Hwy 22** – Flynn reported that he spoke with building inspector, Tom Smith. The clean up is not complete, however, all safety concerns have been addressed and there is progress on cleaning up the remainder of the garage. Discussion held. The board thinks that if there continues to be progress made, then an extension should be granted. Flynn will reach out to Tom Smith.

### **New Business**

13. **2024 Open Box Container Plan** – Flynn reported that the Town lost money having the open container box open all summer long. The fees received did not cover the cost to rent and empty the container. In 2024, the open container will be available for in the Spring (either April or May) and in the Fall (possibly September), instead of all summer. The Town will post when the open container will be available for use.
14. **LRIP Update** – Telford is on the LRIP committee with Oconto County. There is \$250,000 that is to be split between 12 projects. The Town of Stiles will receive \$20,912 which will be used to fix Meadowbrook Road. Telford reported that he applied for additional money to fix the remainder of Guelig Road; he will find out in January or February if the Town receives any money. Telford will keep us posted.
15. **WTA Oconto County Unit Recap** – Gillum attended the WTA Oconto County Unit meeting held on October 12, 2023. County Clerk, Kim Pytleski, spoke about elections. If anyone has any questions about elections, they can visit [www.elections.wi.gov](http://www.elections.wi.gov) or reach out to the County Clerk or Municipal Clerk. County Treasurer, Tanay Peterson, spoke about taxes. There are many towns throughout the County that are being reassessed/revaluated.
16. **WTA Town Law Conference Recap** – Sonesen was unable to attend the WTA Law Conference in October and she just received the videos by email. She will watch and report any details at future meetings.
17. **Oconto Falls Ambulance Board Meeting Recap** – Sonesen attended the Oconto Falls Ambulance board meeting at the end of October. She reported that the income has greatly exceeded for 2023. The ambulance board will be reviewing all by-laws.
18. **Open Role – Town Recycling and Maintenance** – Telford reported Kurt Delzer resigned and will be done in December. Discussion held. Sonesen will investigate how to proceed with interviewing and hiring, and Telford will create a job description and post in the newspaper and online.
19. **Snow Plow Proposed Contract** – Flynn reported that only 1 snow plow contract was received from Duame Sand & Gravel. Discussion held. Motion by Telford seconded by Sonesen to sign the snow plow agreement for the 2023-2024 winter for Duame Sand & Gravel; motion carried.
20. **Update on speed study on 22 by 41** – Flynn had reached out to Brandon at the Oconto County Highway Department and found the last speed study on 22 by 41 was done in 2019. Flynn had emailed the WI DOT traffic engineer asking what was all included in the speedy study in 2019; he asked if another study could be done besides speed due to so much traffic in one area (truck stop, truck company, railroad tracks and highway on and off ramps). Flynn will report back his response received in future meetings.
11. **Plan Commission Application – 5267 Grasse Court** – Paul Shallow, surveyor, spoke. Land is currently zoned as Rural Residential but the landowner wants to rezone as R1 and do a land division. This was approved by the Stiles Plan Commission. Discussion held. Motion by Sonesen seconded by Telford to rezone Lot 7 at 5267 Grasse Court as R1; motion carried. Motion by Sonesen seconded by Telford to allow the land division for Lot 7 at 5267 Grasse Court; motion carried.

12. **Plan Commission Application – 5275 Grasse Court** – Paul Shallow spoke. Land is currently zoned as Rural Residential but the landowner wants to rezone to R1. This was approved by the Stiles Plan Commission. Discussion held. Motion by Telford seconded by Sonesen to rezone Lot 6 at 5275 Grasse Court as R1; motion carried.

21. **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	Traffic Study on Highway 22 by Kwik Trip
Equipment Discussions	Roads-Grasse Ct, Landing Rd, LRIP
Dog catching ordinance/fees (winter)	Wages/Compensation/Reimbursements – Resolutions
Reassessment/Revaluation	Hall Rental Process/Fees

The meeting was adjourned at 7:27 P.M.

The next meeting is Wednesday, December 13, 2023, at 6:00 P.M.

THESE MINUTES ARE UNAPPROVED UNTIL THE NEXT TOWN BOARD MEETING.

Posted: Jill Babino, Stiles Town Clerk – 11/20/2023

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