

STILES TOWN BOARD MEETING – Wednesday, February 14, 2024

Stiles Town Board held its monthly meeting Wednesday, February 14, 2024, 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, and Clerk Babino. Absent: Treasurer Gillum.

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 Sonesen seconded by Telford to approve the January 10, 2024, town board meeting minutes; motion carried.
4. **Treasurer’s Report** – Clerk Babino reported balance of M&M Sweep Account is \$97,253.56, Money Market Account is \$2,033.75, 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 driveway or culvert permits.
7. **Public Comment** – A townspeople reported that she has been working with Sheriff Skarban to get a speed light placed on County Road I due to the speed of traffic. The County has received a grant for this, and a speed light will be placed on County Road I.

A townspeople asked about the dog catching and who to contact. Flynn stated that townspeople can call Nikki Coopman (920-846-2543) or the Sheriff’s Department, and they would refer them to Nikki. The townspeople asked if this information could be placed on the town’s website; Telford will get this on the website.

A townspeople liked the new addition to the agenda and thanked the board for adding. The new addition is: “The following business will be considered by the Town Board; discussion and possible action may occur on any specifically listed agenda items. The public may provide comments to the town board on ANY topic if a period for “Public Comment” is noted on the agenda; however, no action can be taken on the comments. The Town Board may invite public input prior to and/or during discussion of agenda items, may require speakers to be recognized prior to providing input, and may limit speakers to 3 minutes.”

Joel Lavarda reported that the Oconto Falls Fire Department responded to one vehicle accident in the Town of Stiles on Highway 141 and County Road I.

Olive’s Pizza and Sandwiches at 516 Green Avenue, Green Bay will be donating 15% of all sales to the Oconto Falls Fire Department on February 20th from 11:00 AM – 8:00 PM.

Joel said the supplies were received for the life jacket stations and stations will be set up in Spring, including one in the Town of Stiles.

Clean Sweep will be May 10th & 11th and Joel will provide us with brochures as they are available.

Old Business

8. **2024 Reassessment/Revaluation – Status Update** – Clerk Babino reported revaluation notice has been posted. Ryan at R&R Assessing doesn’t have a set date yet but said he’s expecting sometime in fall. Information will be reported as it’s available.
9. **Roads – LRIP Updates** – Telford reached out to the LRIP administration as Guelig Road was returned for more details. The County’s LRIP committee will be meeting in February. Telford explained the different fundings available. He will report updates as they are available.
10. **ARPA Updates – Including Oconto County Rec Committee Capital Projects** – Sonesen had researched how to spend ARPA. The Town will file as revenue loss and can use the money for government services, including road work and for the purchase of equipment. The ARPA money

needs to be obligated by December 2024. Discussions held. The board would like to use the APRA money to purchase equipment as we are currently without a tractor.

11. **Equipment Discussion** – Flynn had talked to three different dealerships about the purchase of a tractor. He gave quotes for tractors and attachments. Flynn discussed financing options he was given. Discussions held. The board agreed to buy a new bigger tractor at this time as it will eventually be used to replace the loader. Sonesen will look into bidding requirements.
12. **Culvert/Driveway Permit/Fees/Procedures – Permit Updates** – Flynn updated culvert/driveway application. Updates include time limits, inspections needed and if not correctly fixed. The fee will be \$75 per permit. Motion by Telford seconded by Sonesen to approve the adjustment to the culvert/driveway permit application and approve the \$75 fee; motion carried.
13. **Fee Schedule Updates** – Discussion of fees. Will update fee schedule to include culvert/driveway permits to \$75, dog catching to actual costs and road weight limit to \$100/truck. The board will discuss in the future fees for dog licensing and hall rental. Motion by Sonesen seconded by Telford to approve the updates to Resolution R2024-01 Town of Stiles Fee Schedule; motion carried. See R2024-01 for a list of all fees.
14. **Town Board Parliamentary Process Ordinance** – Sonesen gave the highlights that were updated to the parliamentary process ordinance since the January town board meeting. Discussions held. Motion by Telford seconded by Sonesen to approve ordinance O2024-01 Town Board Meeting Parliamentary Procedure Ordinance; motion carried. See ordinance O2024-01 for more details.
15. **Fire Numbers Needing Replacement** – Sonesen reported that the Oconto Falls Ambulance had some complaints that the fire numbers in the Town of Stiles have residents with illegible signs or even no signs at all. The Board will advertise again that residents need to check their fire numbers and replace signs if needed. Joel Lavarda said he would do an audit on fire numbers and report back to the Town with a list of addresses that need replacement.

New Business

16. **Oconto County Economic Development – Jayme Sellen, Executive Director** – Jayme Sellen reported that the Oconto County Economic Development rebranded to TEDCOR (Tourism & Economic Development Corporation for the Oconto Region). She gave a summary of what TEDCOR accomplished in 2023, including assisting Encompass Early Education in Oconto Falls, which will add 140 slots for childcare, increasing childcare 67% in Oconto County. Future plans for 2024 include working with developers to build multi- and single-family homes, looking at gaps for high-speed internet, promoting Oconto County as a tourist destination, and working with businesses to create a plan for visitors that are attending the 2025 NFL Draft in Green Bay. A townspeople asked Jayme where their funding was received from; Jayme reported most funding is received from grants. Motion by Telford seconded by Sonesen to donate \$500 to TEDCOR joint marketing contribution; motion carried.
17. **Town Board Calendar** – Sonesen stated the Board would like a calendar that includes when annual agenda items and forms are due. Babino has created a town calendar in Outlook with a lot of this information. Telford will work on creating a list of items.
18. **Trailer Park Inspection** – Flynn went with Tim Magnin, Oconto Falls Fire Department Chief, to do an external inspection of the trailer park. Flynn wants to research what the Town needs to do for their trailer park. He said he will be going through old ordinances to see if anything was ever done in the past. Flynn will report his findings at future meetings.

19. **Culvert Inventory** – Flynn said the Town is required to inventory all culvert/small bridge inventory that is between 6 to 20 feet in diameter. Wisconsin Towns Association (WTA) said the town would be reimbursed for \$100 per culvert/small bridge. A letter was received from Delmar Consulting that they would inspect our culvert & small bridge inventory for \$100 each. Discussion held. Motion by Flynn seconded by Sonesen to hire Delmar Consulting to inventory the Town of Stiles culvert/small bridge inventory; motion carried. Flynn will reach out to Delmar Consulting to schedule.
20. **Humane Society Update** – Flynn talked to Lexi Woodworth, Oconto Area Humane Society director, as she had emailed the town board with concerns of the Town of Stiles not using the humane society. The Town of Stiles will still contract with the Oconto Area Humane Society so any town member can bring an animal to the humane society. Lexi said there is now an annual fee of \$300 for the town, which was misunderstood in the original contract. The board would like a new contract with Oconto Area Humane Society that specifies that there is a one-time annual fee of \$300; Flynn will contact Lexi for a new contract.
21. **Oconto Falls Area Ambulance Board Meeting Recap** – Sonesen attended the Oconto Falls Area Ambulance board meeting. The number of runs was about the same as the year prior. Oconto Falls Ambulance won the service of the year award and Patrick Ahlgrim won the support person of the year award. The ambulance board is currently going through all bi-laws.

22. **Agenda items for next/future meeting (s)** – in no particular order. Discussion held.

Sex Offender Residency Ordinance	2024 Reassessment/Revaluation
Littering/Improper Garbage Disposal Ordinance/Fees	2024 Open Box Container Plan (March agenda)
Zoning/Parcel Size Variances Research	Fire Call Invoicing – Internal Procedures
Employee Handbook/Personnel Procedures	Roads-Grasse Ct, Landing Rd, LRIP
Industrial Solar Farms	Traffic Study on Highway 22 by Kwik Trip
Cemetery Ordinance/Rules	Raze Order – Garage on Hwy 22
Wages/Compensation/Reimbursements – Resolutions	Unfit for Human Habitation order – 5008 Stiles Rd
ATV Updates	Property at 6912 Oconto River Shores Drive
Alternative Claims Process for Paying Bills	

The meeting was adjourned at 8:58 P.M.

The next town board meeting is Wednesday, March 13, 2024

THESE MINUTES ARE UNAPPROVED UNTIL THE NEXT TOWN BOARD MEETING.

Posted: Jill Babino, Stiles Town Clerk – 02/18/2024

Town Hall (5718 Watercrest Rd, Lena) and Town Website (www.townofstiles.org)