

STILES TOWN BOARD MEETING – Wednesday, March 13, 2024

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

1. **Pledge of Allegiance** – Telford led the Pledge of Allegiance.
2. **Approval of Agenda** – Motion by Telford seconded by Flynn to defer item number #9 to April's town board meeting; motion carried. Motion by Telford seconded by Flynn to approve the amended agenda; motion carried.
3. **Approval of Previous Meeting Minutes** – Motion by Telford seconded by Flynn to approve the April 14, 2024, town board meeting minutes; motion carried. Motion by Telford seconded by Flynn to approve the April 21, 2024, town board meeting minutes; motion carried.
4. **Treasurer's Report** – Gillum reported balance of M&M Sweep Account is \$280,386 (which includes ARPA for purchase of tractor), Equipment Fund is \$13,974.62, and Cemetery Fund is \$26,118.38.
5. **List of Bills for Payment** – Motion by Telford seconded by Flynn to pay the bills presented by Clerk Babino; motion carried. Discussion held about equipment fund. Motion by Telford seconded by Flynn to move the equipment fund balance to the M&M Sweep account; motion carried.
6. **Culvert/Driveway Permits** – Flynn looked at a property on Fredrickson Road that will need a culvert, however the owner is going to wait to get a permit until he is ready for the work. No driveway or culvert permits were issued.
7. **Public Comment** – Joel Lavarda, County Board Supervisor and Oconto Falls Fire Department, stated the clean sweep for Oconto County will be May 10th & May 11th, 2024. The flyer will be posted on the town's website. For more information, contact Oconto County Land & Water Resource at 920-834-6827, Oconto County Extension office at 920-834-6845, or visit www.co.oconto.wi.us. Joel has checked fire numbers for some of the town and emailed his findings to the town board. The board thanked Joel for taking the time to do this. Joel reported that the Oconto County Highway Department is looking for LTEs for summer work. Contact Oconto County for more info. Joel had given Chairman Flynn grant information for the Town to look into. Flynn will research. Joel also reported that the Oconto County Land and Water is looking at changing the dwelling and livestock ordinances. This is still going through the approval process, but he will keep us posted as information becomes available.

Old Business

8. **2024 Open Box Container Plan** – Flynn said the Town of Stiles will have the open box container from April 30th – June 1st and from September 3rd – September 28th. A towns person questioned why this wasn't going to be available for the entire summer. Flynn explained the expense of having this container all summer is quite expensive and the Town is losing money. There's also been concern that other town's residents have been using it. Another towns person asked about getting stickers made for town resident's vehicles; Flynn is in the process of researching this. Quotes for the open box container were received and discussed. Motion by Telford seconded by Flynn to accept the quote from LRS for the open box container; motion carried.
9. **Hall Rental Process/Fees** – Deferred to April's town board meeting.

10. **Dog Licensing Process/Fees** – Gillum reported current dog licensing fees are \$3 for neutered or spayed dogs and \$8 for unspayed dogs. She has researched other town's fees and felt that increasing the fee to \$5 for neutered/spayed dogs and \$10 for unspayed dogs would help recover some of the costs. Discussion held. Motion by Telford seconded by Flynn to approve the fees of \$5 for neutered/spayed dogs and \$10 for unspayed dogs effective 1/1/2025; motion carried.
11. **ARPA Project: Tractor & Implements – Fork & Grader** – Flynn received quotes from Swiderski Equipment Inc. for a road groom of \$19,050.00 and forks of \$7,930.00, for the New Holland tractor. Discussions held. Motion by Telford seconded by Flynn to use the remainder of the ARPA money to purchase the road groom and forks from Swiderski Equipment Inc; motion carried.
12. **Humane Society Contract** – Flynn received an updated contract from the Oconto Area Humane Society. The update includes that the Town of Stiles will pay the Oconto Area Humane Society \$300 annually for boarding and animal control services. Motion by Telford seconded by Flynn to approve and sign the animal control agreement between the Town of Stiles and the Oconto Area Humane Society; motion carried.

New Business

13. **Application for Temporary Class B Retailer's License – St. Patrick's Catholic Church** – Babino received an application for a temporary class B retailer's license from St. Patrick's Catholic Church for the Parish Picnic on June 30, 2024. Fee of \$10.00 received. Motion by Telford seconded by Flynn to approve the 1-day class B retailer's license for St. Patrick's Catholic Church for June 30, 2024; motion carried. License number 2024-1B issued.
14. **Commercial Lots on 141 Corridor** – Flynn has been researching and the town does not have a requirement for lot sizes for commercial lot sizes in the 141 corridor, it is at the town board's discretion to decide what is in the best interest of the town. Flynn had received a request from someone wanting to sell sheds by the pallet factory on Hwy 141, but he has not heard anything else from business. This will be discussed at future meetings.
15. **Residential Lot Division North of Hwy 22** – Flynn received another request from a towns person for a smaller lot division north of Highway 22. Currently, the Town of Stiles requires 5 acres north of Hwy 22 for residential lots. Discussions were held about possibly decreasing the required acreage. Telford will reach out to Oconto County. Findings will be discussed at future meetings.
16. **Plan Commission Chair Opening and Terms** – Flynn talked to Bob Rodich, current Plan Commission Chairman, and he is resigning on April 30, 2024. Telford to post position opening for the plan commission committee.
17. **Permits per Assessors Office** – Flynn said an email was received from R&R Assessing about issuing permits for any improvements. Discussions held. Flynn will contact R&R Assessing and ask what problems were found for the Town of Stiles. This will be discussed at future meetings.
18. **Determine Roads and Bidding Plan for 2024** – Telford said there has been no LRIP update yet. The Town of Stiles will receive LRIP-TRI funds for Meadowbrook Road. We are waiting to see if LRIP will be received as these funds will be used to finish Guelig Road. Motion by Telford seconded by Flynn to put a bid out for 2,376 feet of Meadowbrook Road; motion carried. Motion by Telford seconded by Flynn to put a bid out for 2,660 feet of Guelig Road; motion carried. Telford will write bids for publication for Meadowbrook and Guelig Roads. Discussions were held about Birchwood Shores, Military and Pioneer Park Roads. Telford reported it was found that the Town does own a strip of land going east at the end of the cul de sac on Grasse Court but no action is required at this time. Telford also reported that the area of land on Landing Road is the Town's and the Town will need to discuss getting the road done.

19. Appointment of Election Officials – Babino presented the board with a list of current election workers. The list includes Jill Babino, Debra Konitzer, Jean Makuck, Sandy Posey, Trisha Rogatski, Peggy Sopata and Laura Starrett. Motion by Telford seconded by Flynn to approve the listed election officials for the Town of Stiles; motion carried.

20. Agenda items for next/future meeting (s) – in no particular order.

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| Sex Offender Residency Ordinance | 2024 Reassessment/Revaluation |
| Littering/Improper Garbage Disposal Ordinance/Fees | Fire Call Invoicing – Internal Procedures |
| Zoning/Parcel Size Variances Research | Roads-Grasse Ct, Landing Rd, LRIP |
| Employee Handbook/Personnel Procedures | Traffic Study on Highway 22 by Kwik Trip |
| Industrial Solar Farms | Raze Order – Garage on Hwy 22 |
| Cemetery Ordinance/Rules | Unfit for Human Habitation order – 5008 Stiles Rd |
| Wages/Compensation/Reimbursements – Resolutions | Property at 6912 Oconto River Shores Drive |
| ATV Updates | Fire Numbers Needing Replacement (Joel Lavarda Support) |
| Alternative Claims Process for Paying Bills | Town Board Calendar |
| Donations | Mobile Home Park Inspections/Ordinances/Zoning |

The meeting was adjourned at 8:00 P.M.

The next town board meeting is Wednesday, April 10, 2024.

The annual town meeting will be Wednesday, April 17, 2024.

THESE MINUTES ARE UNAPPROVED UNTIL THE NEXT TOWN BOARD MEETING.

Posted: Jill Babino, Stiles Town Clerk – 03/19/2024

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