

**TOWN OF PACKWAUKEE**  
**TOWN BOARD MEETING MINUTES**  
**Tuesday, May 9, 2023**  
**Immediately following Board of Review Meeting**

- 1) The May meeting of the Packwaukee Town Board was called to order at 6:05 p.m. by Chairman Lance Achterberg. Members present: Lance Achterberg, Vicki Trimble, Judi Nigbor, Keith Bagley, Larry Haygood, Jeri Showers and Tara Sommersberger.
- 2) Approve minutes from the Town Board meeting of April 18, 2023: Motion by Haygood and 2<sup>nd</sup> by Bagley. All in favor, motion passed.
- 3) Clerk's report was read – Discussion about Town Board members removing/cleaning any personal property from the town hall office. Town Board members agreed to do this.
- 4) Treasurer's report was read – Closed the general restricted fund at Fortifi Bank
- 5) Library report:
  - a) Discussed library program attendance as being good.
  - b) "Cops and Bobbers" program will be on the first Saturday in June. The program is a statewide initiative.
  - c) Discussed the library had a "quilt program" for an afternoon.
- 6) Citizen's inquiries and concerns - Time for citizens to bring up issues for a future meeting or discuss items on this agenda.
  - a) Hopscotch game on sidewalk by library is being completed, delayed slightly due to rain.
  - b) Houses in town with garbage/messy yards, citizens can call county zoning to report the issue.
  - c) Branches at the "end of Church Street/Lake Street" continue to be a problem.
  - d) Discussion around playground equipment needing to be updated.
  - e) Discussion around the Vet's Memorial not being located in a "special" area.
  - f) Jim will empty garbage cans that need to be emptied.
  - g) Insurance around events: We have adequate insurance.
- 7) Fire District report
  - a) Achterberg indicated the next meeting will be July of 2023.
  - b) Fire protection ordinance: Trimble reviewed the protection ordinance. The first thing that needs to change is Inspections shall be made annually. The second thing that needs to change is when the payment due: upon failure to pay within 60 days, interest will be accrued.
  - c) Will be on agenda for August meeting.
- 8) Recycling Center
  - a) Thank you to the volunteers who helped clean up the Recycling Center after winter months!
  - b) Discussion around hiring Brad Burkhardt at \$12/hour regarding cleaning up wood and metal. Clerk questioned around needing tax forms, Achterberg indicated he would obtain necessary information for Clerk.
- 9) Cemetery
  - a) Flags will be out for Memorial Day
  - b) Discussion around soil being low around some graves. Trimble will call Crawford to add soil and "mound" them up.
- 10) Roads
  - a) Trimble indicated the annual road inspection was completed.
  - b) Culverts look good with no problems.
  - c) "Rip Rap" between 9<sup>th</sup> and 10<sup>th</sup> on Fawn Ct. looks good with no erosion.

- d) Fawn Court: received a call regarding the Brakebush entrance deteriorating needing repair. Brian did go look at it and it shows the road is split. Town Board will verify if the entire road belongs to Packwaukee before acting on it.
  - e) Paving projects: discussion around approving paving projects. Motion by Haygood to repair 8<sup>th</sup> Drive, paving on Fern Avenue, paving on 10<sup>th</sup> Avenue, paving patch under RxR bridge (on Lakeview Drive), crack seal on Liberty Street and the ditch mowing for a total of \$156,000, 2<sup>nd</sup> by Trimble. Amended that we will do the Liberty Street work but save it for last (it will be considered later and not done in June). All in favor and motion passed.
- 11) Town Hall, Park, Flags, Boat Landings, Christmas Decorations
- a) Town Hall entry hallway painted by Haygood.
  - b) Packwaukee sign in Southwest corner of the park will be fixed by Bagley and Achterberg
  - c) Need to replace about 14 American flags that hang on the town power poles.
  - d) Kruz Fire & Security: still need to replace town hall office fire detector head.
  - e) Playground equipment
    - i) Motion by Trimble to solicit prices and ideas on playground equipment, 2<sup>nd</sup> by Haygood. All in favor, motion passed. Funding to come out of room tax.
    - ii) Historical Society is purchasing a volleyball net and asked the town to purchase the second one.
    - iii) Sand under swings to be replenished, all material and trucking donated.
  - f) Motion by Haygood to have Historical Society update painting on "Granary Mural," 2<sup>nd</sup> by Bagley. All in favor, motion passed.
  - g) Outdoor pavilion use/cleaning status update: Clerk indicated the outdoor pavilion needs to be cleaned. Haygood indicated he will follow up with Jim Gritzmaker about this.
- 12) Packwaukee Land Use Planning Commission
- a) Veterans Memorial Project: Diggers hotline was notified.
    - i) Flagpole will be arriving on Wednesday. Project timeline was discussed.
    - ii) Haygood made a motion to approve the final design, 2<sup>nd</sup> by Bagley. All in favor, motion passed. Memorial wall to be 10 tiers high in the center and 9 tiers high on the wings with limestone caps.
    - iii) Motion by Bagley to approve John Thill Masonry materials proposal, 2<sup>nd</sup> by Haygood. All in favor, motion passed.
    - iv) Motion by Bagley to approve MudHound Concrete proposal, 2<sup>nd</sup> by Haygood. All in favor and motion passed.
    - v) Motion by Haygood to use aluminum memorial plaques, 2<sup>nd</sup> by Bagley. Discussion occurred. All in favor, motion passed.
- 13) Lake Commission Reports - Buffalo, Emery, Williams – No report
- 14) Firewise Program – No report
- 15) Old Business
- a) Audit: Clerk indicated it is still in process with KerberRose
- 16) New Business
- a) Town Board Committee Assignments: Motion by Trimble to keep assignments the same, 2<sup>nd</sup> by Haygood. All in favor and motion passed.
- 17) Upcoming Meetings and Events
- a) Town Board Meeting: June 13, 2023
- 18) Sign Vouchers and Checks
- 19) Adjournment: Motion by Haygood to adjourn at 9:05 pm, 2<sup>nd</sup> by Bagley. All in favor, motion passed.

Respectfully submitted by: Tara Sommersberger, Town Clerk, Town of Packwaukee