

TOWN OF PACKWAUKEE MEETING MINUTES
TOWN BOARD MEETING
June 13, 2023

Call to Order at 6:00 p.m.

Pledge of allegiance was said by all

In attendance:

Lance Achterberg, Vikki Trimble, Judi Nigbor (remotely), Keith Bagley, Tara Sommersberger – Town Clerk and Jeri Showers – Town Treasurer

Absent: Larry Haygood

- 1) Approve minutes from the Town Board meeting of May 9, 2023: Sommersberger indicated she will update the May meeting minutes to indicate Town Assignments motion was made and passed to keep all town assignments the same. Motion by Trimble and 2nd by Bagley to approve May meeting minutes with this stipulation. All in favor and motion passed.
- 2) Clerk’s report was read – Discussion about lawn mowing complaints. If a complaint is made, a town board member will verify and inform Clerk to send a “violation of ordinance” letter to the owner of the property. Clerk informed that alcohol license applications have been updated and will be used moving forward in 2024.
- 3) Treasurer’s report was read.
 - a) Motion by Bagley to transfer \$50,000 from Fortifi Bank to WCCU bank account of the \$71,999.87 remaining at Fortifi, 2nd by Bagley. All in favor and motion passed
- 4) Library report:
 - a) “Cops and Bobbers” program was held on June 3, 2023 with great results.
 - b) There is a summer reading program on June 26, 2023.
 - c) Many library programs will be on Wednesday afternoons at 3:00 to accommodate summer school schedule. There is a brochure of programs at the library that communities can pick up. The theme of the summer program is “All Together Now” focusing on team building activities.
- 5) Citizen’s inquiries and concerns - Time for citizens to bring up issues for a future meeting or discuss items on this agenda.
 - a) Concern about property located at W4415 Shore Drive, Montello, WI located on Williams Lake with rotting furniture, no repairs being done and the property has not been mowed. Citizen was informed to connect with the Health Department and/or County Zoning.
 - b) A resident would like to put a memorial bench on Freedom Road boat launch. This will be on July’s agenda to discuss a procedure around these types of requests.
 - c) Two community members spoke in support of Rodney Hall of the Trading Post receiving the one available liquor license.

- d) Discussion around seven (7) property complaints about lack of lawn mowing: Bagley requested Achterberg review these properties with Bagley.
 - i. N3093 Lakeview Court
 - ii. N3086 Lakeview Court
 - iii. N3090 Lakeview Court
 - iv. N3091 Lakeview Court
 - v. W5970 8th Lane
 - vi. W5934 8th Lane
 - vii. W4415 Shore Drive
 - e) Discussion around a tree falling on Lakeview Drive across from a resident's property resulting on traffic driving on resident's property
 - f) Lakeview needs brushing
 - g) Bick rack on Freedom is deteriorating
 - h) Discussion around community members using the Town's website to report road damage/potholes
 - i) Discussion around people being allowed to fish of the bridge on the causeway: Buffalo Lake weed harvesters indicate it is a safety issue. Bagley indicated the Town would not entertain an idea to prevent fishing off bridge.
 - j) Discussion around speed solar lights to help prevent speeding. Town board informed resident to connect with the county because they are county roads.
 - k) Discussion around putting in "geese and baby signs" on the causeway.
- 6) Fire District report
- a) Achterberg indicated the next meeting will be July of 2023.
 - b) Fire protection ordinance: Trimble review the protection ordinance.
 - c) Will be on agenda for July meeting
- 7) Licenses
- a) Annual Operator Licenses: Town Board was presented with all 17 operator license requests, along with complete CCAP and DOJ background checks. Motion by Bagley to approve all 17 operator license requests, 2nd by Trimble. All in favor and motion passed.
 - b) Annual Beer, Wine and Liquor Licenses:
 - i. Motion by Nighbor to approve Renewal application for "Class B" license for Crossroads Chateau, N4210 County Road M, Montello, WI 53949. Submitted by: Crossroads Chateau, LLC, Vicki Zajda, agent. 2nd by Trimble. All in favor and motion passed.
 - ii. Motion by Trimble to approve Renewal application for "Class B" license for Wingers Starlite Lodge, W6355 County Road D, Packwaukee, WI 53953. Submitted by: Laurie Winger, agent. 2nd by Bagley. All in favor and motion passed.
 - iii. Discussion around the two applicants for the Original "Class B" Liquor License, each owner was given time to discuss. Trimble will follow up on possibility of Packwaukee receiving a 4th liquor license to be discussed at July Town Board Meeting:

Original application for “Class B” Liquor license for Rodney Hall, DBA Trading Post, W5920 Lake Street, Packwaukee, WI 53953

Original application for “Class B” Liquor license for Lakeview Campground, N2523 Lakeview Drive, Montello, WI 53949. Submitted by: Craig Corning

Motion by Nigbor to grant “Class B” Liquor license for Rodney Hall, DBA Trading Post, W5920 Lake Street, Packwaukee, WI 53953. 2nd by Bagley. All in favor and motion passed.

- iv. Motion by Trimble to approve Renewal application for “Class C” Wine license for Lakeview Campground, N2523 Lakeview Drive, Montello, WI 53949. Submitted by: Craig Corning 2nd by Bagley. All in favor and motion passed.
- v. Motion by Nigbor to approve all the following, 2nd by Trimble. All in favor and motion passed:
 - Renewal application license for Non-Intoxicating Beverage License Lakeview Campground, N2523 Lakeview Drive, Montello, WI 53949. Submitted by: Craig Corning
 - Renewal application license for Non-Intoxicating Beverage License Rodney Hall, DBA Trading Post, W5920 Lake Street, Packwaukee, WI 53953
 - Renewal application license for Non-Intoxicating Beverage License Wingers Starlite Lodge, W6355 County Road D, Packwaukee, WI 53953. Submitted by: Laurie Winger, agent
 - Renewal application license for Non-Intoxicating Beverage License Crossroads Chateau, N4210 County Road M, Montello, WI 53949. Submitted by: Crossroads Chateau, LLC, Vicki Zajda, agent
- vi. Motion by Trimble to approve Cigarette License Renewal application license for Rodney Hall, DBA Trading Post, W5920 Lake Street, Packwaukee, WI 53953. 2nd by Bagley. All in favor and motion passed
- vii. Motion by Nigbor to approve Renewal application for “Class B” Beer license for Lakeview Campground, N2523 Lakeview Drive, Montello, WI 53949. Submitted by: Craig Corning. 2nd by Trimble. All in favor and motion passed.

8. Recycling Center: Discussion around tire removals.

9. Cemetery: No updates

10. Roads

- a. Fawn Court: received a call regarding the Brakebush entrance deteriorating needing repair. No action on this at this time
- b. Discussion around the county putting in an asphalt plan on Richards Pit
- c. Causeway repairs are slated for after June 15 of 2023.

11. Town Hall, Park, Flags, Boat Landings, Christmas Decorations

- a. Haygood to address the Town Hall needing a 2nd coat of pain

- b. Motion by Trimble to allow the group self-named as “Packwaukee Friends” to do more sidewalk games up to State Street. 2nd by Bagley. All in favor and motion passed
- c. Motion by Achterberg to allow the game called “4 square” to be created on the basketball court. 2nd by Nigbor. All in favor and motion passed.
- d. Discussion on boat launch signs: this will be paused and re-evaluated in the winter months.
- e. Playground equipment:
 - i. Discussion that insurance company approved sand under playground equipment versus other safety materials.
 - ii. Motion by Nigbor to allow up to \$2000 be used to purchase a slide and swing for the town park.
 - iii. Clerk discussed the need for adaptive playground equipment for children with disabilities. Bagley indicated he will follow up to find and price adaptive equipment. Library director Deer indicated she will search for grants for adaptive playground equipment.
 - iv. Motion by Trimble to allow up to \$300 out of the tourism account to purchase volleyball nets and kickball materials (that will be available at the library to rent). 2nd by Bagley. All in favor and motion passed.
 - v. Discussion around “free throw lines” being painted on basketball court.
 - vi. Twelve new flags were purchased. The town still needs six (6) more.
 - vii. The smoke detectors were replaced by Kruz Fire and Equipment.
- f) Outdoor pavilion Use/cleaning status update: Clerk informed the Town Board that Haygood had not informed Jim Gritzmaker to clean the pavilion before its first use resulting in the pavilion being dirty for its first rental. Clerk connected with Mr. Gritzmaker and he was able to clean it the “night of” rental. Discussion around cleaning etiquette and Clerk will review pavilion after each use.

12. Packwaukee Land Use Planning Commission:

- a) Motion by Trimble to approve Annual Camping Permit: Momir Vujanic, N4365 Co B; being part of the NW ¼ of the NW ¼, Section 1T15N, R9E. 2nd by Bagley. All in favor and motion passed. Clerk with connect with Mr. Vujanic to assist in completing this request.
- b) Motion by Trimble to approve Variance and Special Exception Permit – Debra Squire, N2731 Lakeshore Dr., Lot 28 Blk 2 Buffalo Shore Estates; being a part of the SW ¼ of the NE ¼, Section 31, T15N, R9E.
Amended motion by Trimble to approve Variance and Special Exception Permit – Debra Squire, N2731 Lakeshore Dr., Lot 28 Blk 2 Buffalo Shore Estates; being a part of the SW ¼ of the NE ¼, Section 31, T15N, R9E with the condition that the two properties are

deed restricted meaning they have to be sold together. 2nd by Bagley. All in favor and motion passed.

c) Vets Memorial:

I. All gravel work done, concrete slab poured, block wall is up.

ii. Next steps is for town board members to review staining colors.

13. Lake Commission Reports –

a) Buffalo: Signs are up to do weed treatments. Discussion around concerns that new plants planted by boat launch are affecting harvesters' entrance to harvester. This will be followed up on.

b) Emery: no updates

c) Williams: Commissioner's Meeting on June 10, 2023. Discussion around Adams/Marquette carrying internet lines further to Williams Lake and a request for the town board to write a letter of support to Adams/Marquette. Town Board did not approve doing this. The dock grant that Williams Lake applied for was not approved because they did not show the 5 parking spots by the boat launch. Williams Lake has now done this and reapplied. Any discussion around if a new dock is put in that needs to be removed in winter and placed on public boat launch can be taken up at a future town board meeting if applicable.

The Town Clerk verified the property at W4415 Shore Drive on Williams Lake has not been cut all season and does exceed the ordinance of twelve inches long. Clerk Sommersberger will send property owners a letter directing them to mow it, or it will be mowed by the Town Board at the owner's expense.

14. Firewise Program: no updates

15. Old Business

a. Audit: Clerk Sommersberger indicated it was received on today's date 6/13/2023 just before this town board meeting.

16. New Business

a. Town Clerk informed Town Board that all timesheets must be submitted no later than July 6, 2023. Discussion to deliver them to the Clerk by June 30, 2023.

17. Upcoming Meetings and Events

a. Town Board Meeting: July 11, 2023

18. Sign Vouchers and Checks

19. Adjournment at 9:24 p.m.

Respectfully submitted by:
Tara Sommersberger, Town Clerk