TOWN OF PACKWAUKEE MEETING MINUTES
TOWN BOARD MEETING
September 12, 2023

Call to Order at 6:00 p.m.
Pledge of allegiance was said by all

In attendance:
Judi Nigbor, Vikki Trimble, Keith Bagley, Larry Haygood, Lance Achterberg
Tara Schuh – Town Clerk and Jeri Showers – Town Treasurer
Town of Packwaukee community members

1) Approve minutes from the Town Board meeting of August 8, 2023. Motion by Trimble and 2nd by Nigbor to approve August meeting minutes. All in favor and motion passed.
2) Clerk's report was read: Sommersberger indicated the Town received a new WisVote contract to sign. Motion by Trimble to sign the contract, 2nd by Haygood. All in favor and motion passed.
3) Treasurer's report was read. Discussion around tax bill collection and outsourcing this responsibility to a company. Discussion occurred. A motion by Haygood to leave the current tax bill collection the same for the upcoming year and see if there is a requirement next year that the Town must use another company. 2nd by Bagley. All in favor and motion passed.
4) Library report:
   a) Library Board discussed budget request increase of $2500 as Director Deer indicated the wages of Town of Packwaukee's library staff are lower than neighboring communities and overall wages of Library staff.
   b) Carol Deer is retiring at the end of September 2023 and Heidi Marshall will assume Director role beginning October 1, 2023.
5) Citizen's inquiries and concerns - Time for citizens to bring up issues for a future meeting or discuss items on this agenda.
   a) Discussion from Chair Achterberg that the Town will continue to hear citizen inquiries and concerns; however, the Board will not be addressing each one individually.
   b) Citizen questioned what the vision of the Town of Packwaukee is for commercial business. Proposed a committee about commercial business or seek help about commercial businesses coming to Packwaukee. No motions made regarding this.
   c) Carrie Smith introduced herself as the new owner of Lakeview Campground and Bar.
   d) Town Hall Bathrooms: Achterberg will fix the valve that is leaking.
   e) Solar Speed signs: Achterberg is waiting to receive more information and this topic and the purchase of any will be discussed at upcoming Budget Meeting.
   f) Nigbor talked to Highway Department about potholes and mowing questions, so they are aware. Nigbor cleaned up the blacktop on 8th Street.
   g) Fireworks: Discussion around properties that were impacted by Heritage Days fireworks.

6) Fire District report:
    a) Achterberg and Trimble are working on fire protection ordinance.
7) Licenses
    a) Lakeview Campground Class B, Class C and Non-Intoxicating Beverage License: A motion by Haygood to approve licenses. 2nd by Bagley. All in favor and motion passed.
    b) Operator's Licenses: Motion by Haygood to approve the Operator's Licenses for Jeff Smith, Donna Goles, Daniel Goles, Natasha King and John Smith. 2nd by Bagley. All in favor and motion passed.
    c) Report on availability of additional Liquor License: Town attorney requested formula to determine availability based on numbers. Trimble is following up and will report out in October's meeting.
8) Recycling Center:
    a) Discussion around tire removal
    b) The Town will need bids for snow removal. Lance will reach out to the service provider to get bids.
9) Cemetery: No updates
10) Roads
    a) Discussion around Williams Lake boat Landing: The County Highway Department responded to Williams Lake and repaired paving at the boat landing. Discussion around county only being able to work for municipalities; however, they did respond and fix the paving independent of Town Board.
    b) Discussion around mowing/brushing in northern part of town. Some roadways have brush encroachment, and the county is able to mow/clean up these areas in one pass versus multiple, but it will cost about $2500 more for a one time pass versus two passes. A motion was made by Bagley to allow the one-time pass in northern part of Township with the additional expense, 2nd by Haygood. All in favor and motion passed.
    c) Trimble and Nigbor will work to ensure there are not any duplications on highway bill
    d) Sanitary district needs to gravel the driveway at the sanitary plant and will cost about $1500. A motion was made by Bagley to allow the town to pay for the gravel and the sanitary district will reimburse the town and pay for all costs associated with this. 2nd by Haygood. All in favor and motion passed.
    e) Achterberg indicates he is getting calls from school districts that busses are hitting brush along the edges on some roads. Achterberg gave approval for Highway Department to take care of the brushing.
    f) Discussion around brushing concerns on Gem Avenue. Nigbor will ask Highway Department to look at this.
    g) Discussion around the Causeway repair project and Achterberg indicated this is expected to start in June of 2024.
11) Town Hall, Park, Flags, Boat Landings, Christmas Decorations
    a) Town Board members will work to replace LED bulbs in holiday decorations
    b) Flagpole: Hardware for the 2nd flag needs to be replaced
    c) Playground equipment: Bagley reported there are no updates.

d) 2nd coat of town hall painting was completed.
e) Extending town hall parking lot: Discussion around needing a quote and will be discussed at budget time.

12) Packwaukee Land Use Planning Commission:
a) Discussion and update to Town Board: Carlos Molina and Susan Leider, Variance under Section 70.15€ of the Marquette County Code of Ordinances Chapter 70 – zoning of the placement of a single wide manufactured home that does not meet the minimum width requirement of 20 feet – approved by County BOA.
b) Timothy and Lori Haack: Variances for the construction of an addition at a reduced setback to a Town road and the ordinary highwater mark of Buffalo Lake, this was approved by the Planning Commission because of unique property features and fits with local uses. Motion by Haygood to recommend approval of the variance as presented, 2nd by Bagley. All in favor, motion carried.

13) Lake Commission Reports
a) Williams Lake: Adam Schuh was elected as the new Williams Lake Chairperson at the annual meeting for the lake district.
b) Emery: It was announced annual meeting is coming up, but no exact date was given.
c) Buffalo: Hollenbeck Landing pads have been poured

14) Firewise Program: no updates

15) Old Business
a) Special Assessment Fee Funds Designation: Achterberg indicates he needs to follow up with Town attorney still.
b) Discuss and act on Veterans Memorial "In Memory" plaques for wing walls: Discussion occurred; options are still being explored.
c) Discussion around current Veterans Memorial painting not having been done correctly and it is flaking off. Bagley indicated he will follow up on this.
d) Totsky Settlement Agreement and Mutual Release: Achterberg updated Board that Totsky signed the settlement agreement, and the Town will receive a copy of this.

16) New Business
a) Budget Meeting is scheduled for Thursday October 5th at 9:00 a.m. at the Town Hall.

17) Upcoming Meetings and Events
a) Town Board Meeting: October 10, 2023
b) Board of Review: September 20, 2023, 4:30 to 6:30 p.m.

18) Sign Vouchers and Checks

19) Motion to adjourn meeting by Trimble. 2nd by Haygood. All in favor, motion passed.

Respectfully submitted by:
Tara Schuh, Town Clerk