

TOWN OF ANGELICA  
**Monthly Meeting**  
**August 13, 2018**

Town Officials Present: Chairman Richard Ferfecki, Supervisors Wilbert Lewis and Greg P. Van Asten, Treasurer Lisa Matuszak and Clerk Janet Powers

Town Officials Absent: None

Others Present: Norb Stauber of Rural Insurance, Philip White, David Kurtz, Ronald Banaszynski, James & Connie Przybylski, Susan Pomprowitz, Bryan Kolodziej and Elmer Kraning

**Call to Order/Pledge of Allegiance/Roll Call/Verification of Meeting Notice:** Chairman Ferfecki called the meeting to order at 6:30 p.m. This was followed by the Pledge of Allegiance. Role call resulted in all town officials being shown as present. The Clerk verified that the agenda was posted on Saturday, August 11, 2018; put on the town's website and also e-mailed to the Shawano Leader. *MOTION (Van Asten/Lewis/PASSED UNANIMOUSLY)* to allow deviation from the posted agenda if necessary.

**Approval of Prior Town Board Minutes:** *MOTION (Lewis/Van Asten/PASSED UNANIMOUSLY)* to approve the minutes of the July 9, 2018 regular town board meeting and August 6, 2018 second session of Board of Review.

**Approval of Treasurer's Monthly Report:** The Treasurer's report was read by Treasurer Matuszak showing balances as of July 31, 2018 of \$83,897.01 in the Huntington National Bank Checking Account, \$358,670.63 in the Premier Bank Advantage Tax Account and \$668,635.43 in the Huntington National Bank Investment Insured Cash Sweep Account. *MOTION (Van Asten/Lewis/PASSED)* to approve the Treasurer's report as presented.

**Correspondence & Clerk's Report:** Clerk Powers read the correspondence received which consisted of (1) letter from Allstate Insurance denying payment for an April 14, 2018 fire (2) letter from the D.O.T. regarding the closing of County Road F intersection (3) lab report from the Wisconsin State Laboratory of Hygiene showing Coliform and E. Coli as being absent from the park water test (4) three Shawano County land-use permits issued for storage sheds to be located at W2346 County Road S, W626 State Highway 160 and N4723 S. Lake Sandia (5) seven Pulaski Tri-County Fire Department incident reports for July (6) minutes of the Bonduel School Board June 9 2018 and July 23, 2018 meetings and agendas for the July 23, 2018 and August 6, 2018 Bonduel School Board meetings (7) invitation to Town Advocacy Council workshop regarding how town officials can be advocates for towns in the legislature (8) a brochure from Town Web Design, and (9) July 2018 Shawano County Farm Bureau newsletter.

Clerk Powers reported (1) having correspondence with the Shawano County Planning & Zoning Department regarding a problem with chickens on a property located in Zachow which is not allowed in Hamlet Zoning. The County wrote a warning letter to the property owner and also asked that a letter be written by the town, which was done on August 3, 2018. The County followed up with another letter informing the property owner that if the chickens are not removed by August 31, 2018 they would be subject to citations of \$200.00 for each day that the chickens remain on the property. (2) a call from a property owner on Cedar Road saying a 911 fire number had never been put up for N3666 Cedar Road. On the report given when the first numbers were installed in the town N3666 was included in the listing. A number has been ordered and will be installed and the clerk had a question as to whether or not the property owner should be billed for installation of the number. (3) at the July meeting Supervisor Lewis had asked if building permits were issued for several buildings on property located at W354 State Highway 160. No permits have been taken out for these structures and this will be an agenda item for the September meeting.

(4) received a complaint from a resident at W2077 State Highway 29 asking that the town board be informed that their garbage has not been picked up for the last several pickup days (5) reported that there is a problem with excessive moisture in the safe storage room and office. This caused a problem with the Nsight voting tabulator not taking the ballots in during the testing of the machine and with papers in the office having noticeable moisture, and (6) gave the board a listing of building permits issued year to date and a copy of the ledger sheets for road expenditures year to date.

### **Reports from Town Officers:**

Supervisor Van Asten reported he had installed three 911 fire numbers in the past month. Supervisor Lewis reported working on a driveway/culvert permit at the southwest corner of Townline Road and Green Valley Road for a phone company PSA remote cabinet; issued a culvert permit for the Krakow Sanitary District and issued a driveway permit for James Banaszynski on Willow Road (2) received a call about a blown tire being on Middle Drive which he picked up, and (3) received a call about the garbage pickup truck leaking fuel.

### **Report from Town Planning Commission Chairman/County Board Supervisor ~ District 11 and**

**Town Chairman:** Chairman Ferfecki reported (1) work on the new handicap ramp is scheduled to start Wednesday morning, August 15<sup>th</sup> and Neal Van Donsel is to start work on the railing (2) the final coat of blacktop is completed on Town Hall Drive from CTH-C to Willow Road and the first coat of blacktop has been put down on Town Hall Drive from Willow Road to Elm Road; crack filling from Elm Road to Green Valley Road and also chip sealing from Elm Road to Green Valley Road has been done; crack sealing on Green Valley Road from Town Hall Drive to Townline Road and from Green Valley Road to STH-32 on Townline Road was also done; chip sealing of roads came in \$2,000.00 less than budgeted and this will be put towards culverts to be installed on Beech Drive; the culverts for We Energies and the Krakow Sanitary District have been installed; he had consulted with Shawano County and two culverts will be put in on Beech, one will be across Cedar Road and the other will be near the old cheese factory; Angelica Street from the old feed mill location to Main Street will be ground up and reblacktopped (3) the old feed mill has been demolished and the lot has been seeded down. The bill came in slightly higher than estimated mainly because of the large amount of junk that had to be removed and hauled away (4) it is planned on having the County cut brush on Green Valley Road from STH-160 to Nichols Drive and also reshoulder Green Valley Road from STH-160 to Middle Drive (5) the Planning Commission has gone over the mapping for the updating of the Comprehensive Plan and also the wording and demographics. They will be meeting again this month. The plan has to be finished by December 1, 2018 in order to be in time for holding hearings on the updated plan. At the same time it is planned on having a resolution ready for a hearing regarding the A-290 requirement of 290 feet of frontage on a lot, a minimum lot size of two acres and density of one home per ten acres (6) the County's evidence building should be up and running by October 1, 2018; all the plans for relocation of the Lakeland Center are completed and bids will be let; there is going to be a summer conference on the Lakeland Center and Feldman Center; the county board is working on budgeting that has to be done by October 1, 2018 and a new voting system for the county board has been installed.

### **Reports from the Town's Road Maintenance Person and Town's Sign Maintenance Person:**

Elmer Kraning reported that he was pretty much up to date on maintenance of road signs. James Przybylski gave the board a brochure on lighted barricades and cones and recommended that the town purchase these items to have on hand when a hazard on the town roads happens. Purchase of barricades will be an agenda item for the September town board meeting. Przybylski also recommended that when graveling the shoulder of Green Valley Road is done the town go north beyond Middle Drive as there are some washouts that should be taken care of. Chairman Ferfecki also commented on requests he is receiving regarding cleaning out town road ditches. In the past there had been cost sharing in cleaning out road ditches and this will be an agenda item for the September town board meeting.

**Public Comments:** David Kurtz had comments in regard to his dealings with the Krakow Sanitary District and his feeling that the cost of providing sewer connection to his property in Krakow off of Hoff Street is too expensive. Kurtz was informed that the town has no control over the actions of the Krakow Sanitary District. Rather than having the service enter his property off of Hoff Street he was asking the town board to grant him a variance off of the cul de sac on Stanley Street. The town's street, Stanley Street's cul de sac, has just a pin-point connection to his property and there is private property owned by others on either side of this connection. Chairman Ferfecki also informed Kurtz that the town can't really take any action on his request. Ronald Banaszynski commented that there is brush that should be cut near the intersection of Elm Road and Cuba Drive. Elmer Kraning commented that the stakes he had put in the horseshoe courts at the Krakow Park had been removed and also commented on the way neighboring towns were cutting the road ditches in that they had cut crops down that were planted in the road r.o.w. and suggested that the Town of Angelica should be doing the same.

**Matters for Discussion and Possible Action by Town Board in Open Session:**

- a. Norb Stauber of Rural Mutual Insurance was present and went over the town's Businessowners Policy's property and liability coverages with the town board. Stauber recommended that the coverage on the town hall be lowered to coincide more with the present replacement cost and also explained what the Business Advantage Plus coverage contains and recommended having this coverage. Stauber also recommended Public Workers Personal Auto coverage be added to our policy and he indicated that the reduction in the town hall coverage to the replacement cost should offset the increase in premium by adding the Public Workers Personal Auto and Business Advantage Plus coverages. *MOTION (Van Asten/Lewis/PASSED UNANIMOUSLY)* to decrease the amount of coverage for the town hall to \$353,000.00 and add the Public Workers Personal Auto and Business Advantage Plus coverages to the town's policy. Stauber also informed the board that the town's policy has mechanical breakdown coverage which would cover the furnace failure in November of 2017 and he will have someone contact the town clerk to get a claim started for the furnace failure.
- b. Request No. CU-1-18 by Phillip White for a conditional use permit to start an agriculture home occupation of repairing agriculture machinery at N2762 Willow Road was reviewed by the town board. Chairman Ferfecki explained that the Planning Commission had recommended approval of the request with conditions that the holding tanks for non-domestic wastewater and the two bathrooms be pumped on a regular basis; the dumpster must be in a screened area; hours of operation will be 7:00 a.m. to 5:00 p.m. Monday thru Sunday. No more than four full time employees will be allowed. The building addition must blend in with the surrounding area and if lighting is installed it must be shoe-box style. No one was present at the Planning Commission hearing to oppose the request. *MOTION (Van Asten/Lewis/PASSED UNANIMOUSLY)* to recommend approval of Request No. CU-1-18 with conditions stated by the Planning Commission to the Shawano County Planning, Development and Zoning Committee.
- c. R. W. Nordin & Associates has not sent the final Certified Survey Map with the town's signature page for approval to the town and no action was taken in regard to approving a CSM for Todd & Beth Koehne.
- d. A proposed survey for Michaela Lardinois had been e-mailed to the town by R. W. Nordin & Associates but they have not sent the final Certified Survey Map with the town's signature page. No action was taken in regard to approving a CSM for Michaela Lardinois.
- e. *No discussion on this item. It was reported on by Chairman Ferfecki in his monthly report.*

- f. The demolition of the old feed mill in Krakow was not included in the 2018 Budget. The town has received its annual payment from the American Transmission Company and use of these funds could be put towards this demolition project. *MOTION (Lewis/Van Asten/PASSED UNANIMOUSLY)* to transfer a portion of the American Transmission Company funds from the Miscellaneous Revenues Account to the Sanitation Expense Account in the amounts of \$15,146.40 for the old feed mill demolition project in Krakow and \$595.00 for seeding down the area disturbed.
- g. Appointment of Barbara McKeefry, who has been an election inspector in the past, was presented to the town board by Clerk Powers. *MOTION (Van Asten/Lewis/PASSED UNANIMOUSLY)* to appoint Barbara McKeefry as an election inspector for the present term.
- h. Applications for Operator’s Licenses from Julie Van Asten, Anastacia Dembroski, Julie Parczak and Melissa Svenson were reviewed. Fees were paid and background checks done. The application for Melissa Svenson is not a renewal and no proof of attendance at a bartender’s training course was furnished with the application. Therefore a license cannot be issued to Svenson. *MOTION (Lewis/Van Asten/PASSED UNANIMOUSLY)* to approve the applications of Julie Van Asten, Anastacia Dembroski and Julie Parczak for Operator’s Licenses.
- i. Chairman Ferfecki indicated the date for the Wisconsin Towns Association Unit Meeting that they wish to hold at the Town of Angelica Town Hall has been set for September 27, 2018 at 7:30 p.m.

**Specific Town Board Notice and Agenda for Upcoming Town Board Meeting:** The next town board meeting will be held on Monday, September 10, 2018 at 6:30 p.m. Possible items for the agenda are building permits for sheds at W354 State Highway 160, purchase of road barricades, cost sharing in cleaning out town road ditches,

**Voucher Listing/Payment of Bills:** *MOTION (Lewis/Van Asten/PASSED UNANIMOUSLY)* to approve payment of vouchers V-8353 through V-8383 which totaled \$67,727.06.

**Adjournment:** *MOTION (Van Asten/Lewis/PASSED)* to adjourn the meeting. The meeting was adjourned at 8:25 p.m.

**MINUTES TAKEN BY** \_\_\_\_\_ **Date** \_\_\_\_\_  
 Janet Powers, Town of Angelica Clerk

The foregoing minutes were presented to and approved by the Town of Angelica Board of Supervisors on 9/10/2018.  
 They were  approved without correction  approved with correction

**ATTEST:** \_\_\_\_\_ **Date** \_\_\_\_\_  
 Town of Angelica Chairman