

2019 Town Board Meeting Minutes with Resolutions or Ordinances Passed

The minutes in this document are for the following meetings from 2019:

January 9, 2019 – Regular Monthly Town Meeting

- Resolution 2020-1 Amending the 2018 Budget

February 13, 2019 – Regular Monthly Town Meeting

March 13, 2019 – Regular Monthly Town Meeting

- Ordinance 2019-2 to Amend Ord No 2007-1 Pertaining to Mailbox Installation

April 10, 2019 – Regular Monthly Town Meeting

April 17, 2019 – Annual Town Meeting

May 8, 2019 – Special Town Meeting (Bid Opening)

May 8, 2019 – Board of Review (meet to Adjourn until July 31, 2019)

May 8, 2019 – Regular Monthly Town Meeting

- Ordinance 2019-3 Temporary Retail Alcohol License

June 12, 2019 – Regular Monthly Town Meeting

July 10, 2019 – Regular Monthly Town Meeting

July 31, 2019 – Special Town Meeting (Board of Review Ordinances)

- Ordinance 2019-4 Confidentiality of Income and Expenses Provided to Assessor for Assessment Purposes
- Ordinance 2019-5 to Appoint Alternate Members for Board of Review

July 31, 2019 – Board of Review

August 14, 2019 – Regular Monthly Town Meeting

September 11, 2019 – Regular Monthly Town Meeting

October 9, 2019 – Regular Monthly Town Meeting

November 20, 2019 – Public Budget Hearing

November 19, 2019 – Special Town Electors Meeting

- Resolution 2019-6 for Electors to Adopt the Town Tax Levy at Special Town Meeting of the Electors

November 20, 2019 – Regular Monthly Town Meeting

- Resolution 2019-7 in Support of Nsight Telservices' Application for FY 2020 Public Service Commission on Wisconsin Broadband Expansion Grant FY 2020 to Improve Broadband Internet Services to 32 Households in Alverno DSA

December 11, 2019 – Regular Monthly Town Meeting

- Resolution 2019-8 Eligible Election Inspectors

**TOWN OF MANITOWOC RAPIDS
MINUTES OF THE REGULAR MEETING FROM JANUARY 9, 2019**

The regular January 9, 2019 meeting of the Town of Manitowoc Rapids meeting was called to order by Chairperson Stradal at 7pm at the Town Hall, 8624 CTH JJ, Manitowoc, WI.

ROLL CALL

The roll was called and members present were: Josh Stradal-Chairperson, Tom Wetenkamp-Supervisor 1; John Jost-Supervisor 2; Jeremy Stradal-Road Foreman and Jessica Backus-Clerk/Treasurer. Todd Hickmann-Constable, and Scott Tennessen-Assessor were excused.

APPROVAL OF MINUTES – APPROVAL OF AGENDA

Chairperson Stradal presented the minutes from the December 5, 2018 meeting. Chairperson Stradal presented the agenda for tonight's meeting.

Supervisor Wetenkamp moved, seconded by Supervisor Jost to approve the minutes and agenda. Upon vote, the motion carried unanimously.

CASH FLOW REPORT

Clerk Backus presented the cash flow report. Supervisor Wetenkamp moved, seconded by Supervisor Jost to approve the cash flow report. Upon vote, the motion carried unanimously.

PUBLIC INPUT

No one present wished to speak, subsequently Chairperson Stradal closed public input at 7:01 p.m.

CORRESPONDENCE

WTA – District meeting at Rockland Town Hall on 1/17/19.
Emergency Services Director – Joint Powers Agreement.
Michael Best – Service Rate

REPORTS:

Constable – Nothing to report.

Highway – Road Foreman Stradal received 100 yards of sand; worked on a truck with a leaking seal. Stradal attended the Manitowoc County Highway advisory meeting pertaining to the Cty R bridge.

Assessor – Nothing to report.

County Supervisor - Nothing to report.

Town Plan Commission – Nothing to report.

NEW BUSINESS

Amend 2018 Budget

Chairperson Stradal moved, seconded by Supervisor Wetenkamp to adopt Resolution 2019-1 Amending the 2018 Budget. Upon vote, the motion carried unanimously.

Randy Pingel-Insurance Review

Mr. Pingel presented the current Town insurance coverage to the Town Board.

OLD BUSINESS

Herman Rd

The Herman Rd property was sold. The new owner has taken out permits to continue work on the home. The new owner is under the same stipulation that the work must be done to clean up the property.

VOUCHERS

Chairperson Stradal moved, seconded by Supervisor Wetenkamp to approve the vouchers as presented. Upon vote, the motion carried unanimously.

ADJOURNMENT

Next meeting will be Wednesday, February 13, 2019 at 7pm.

There being no further Town business, Chairperson Stradal moved to adjourn; seconded by Supervisor Wetenkamp, and the motion was adopted by acclamation. The meeting adjourned at 7:32pm.

Respectfully submitted,
Jessica Backus, Clerk/Treasurer

Resolution #2019-1

Amending the 2018 Budget Adopted by the Town Board of the Town of Manitowoc Rapids of Manitowoc County, Wisconsin

A resolution changing the 2018 budget of the Town of Manitowoc Rapids, Manitowoc County, Wisconsin, adopted by a two-thirds majority vote of the entire membership of the Town Board.

That year-to-date, the Money Market Reserve Account has a surplus of \$23,725.03.

That year-to-date, the General Funds Account has a deficit of \$23,725.03.

NOW THEREFORE BE IT RESOLVED by the Town Board of the Town of Manitowoc Rapids as follows:

That the sum of \$23,725.03 is hereby transferred from the Money Market Reserve Account to the General Expense Account;

Adopted this 9 day of January, 2019.

By the Town Board: *Josh Strotd*

Attested by Town Clerk: *Janice Baker*

Roll Call Vote:

Chairperson *Yes*

Supervisor *Yes*

Supervisor *Yes*

**TOWN OF MANITOWOC RAPIDS
MINUTES OF THE REGULAR MEETING FROM FEBRUARY 13, 2019**

The regular February 13, 2019 meeting of the Town of Manitowoc Rapids meeting was called to order by Chairperson Stradal at 7pm at the Town Hall, 8624 CTH JJ, Manitowoc, WI.

ROLL CALL

The roll was called and members present were: Josh Stradal-Chairperson, Tom Wetenkamp-Supervisor 1; John Jost-Supervisor 2; Jeremy Stradal-Road Foreman and Jessica Backus-Clerk/Treasurer. Todd Hickmann-Constable, and Scott Tennesen-Assessor were excused.

APPROVAL OF MINUTES – APPROVAL OF AGENDA

Chairperson Stradal presented the minutes from the January 9, 2019 meeting. Chairperson Stradal presented the agenda for tonight's meeting.

Supervisor Wetenkamp moved, seconded by Supervisor Jost to approve the minutes and agenda. Upon vote, the motion carried unanimously.

CASH FLOW REPORT

Clerk Backus presented the cash flow report. Supervisor Wetenkamp moved, seconded by Supervisor Jost to approve the cash flow report. Upon vote, the motion carried unanimously.

PUBLIC INPUT

No one present wished to speak, subsequently Chairperson Stradal closed public input at 7:04 p.m.

CORRESPONDENCE

No correspondence.

REPORTS:

Constable – Constable Hickman reported a call regarding dogs at large.

Highway – Road Foreman Stradal has been plowing non-stop. He is waiting for the mid-fill of salt to be delivered.

Assessor – Nothing to report.

County Supervisor - Nothing to report.

Town Plan Commission – Nothing to report.

NEW BUSINESS

Discussion on mailbox replacement ordinance

The Board discussed different options regarding mailbox replacement when damaged do to snow plowing. The current town mailbox installation ordinance does not discuss town liability pertaining to mailbox or support damage caused by highway maintenance activities. This issue will be discussed further at the March meeting.

VOUCHERS

Supervisor Jost moved, seconded by Supervisor Wetenkamp to approve the vouchers as presented. Upon vote, the motion carried unanimously.

ADJOURNMENT

Next meeting will be Wednesday, March 13, 2019 at 7pm.

There being no further Town business, Supervisor Jost moved to adjourn; seconded by Supervisor Wetenkamp, and the motion was adopted by acclamation. The meeting adjourned at 7:12pm.

Respectfully submitted,
Jessica Backus, Clerk/Treasurer

**TOWN OF MANITOWOC RAPIDS
MINUTES OF THE REGULAR MEETING FROM MARCH 13, 2019**

The regular March 13, 2019 meeting of the Town of Manitowoc Rapids meeting was called to order by Chairperson Stradal at 7pm at the Town Hall, 8624 CTH JJ, Manitowoc, WI.

ROLL CALL

The roll was called and members present were: Josh Stradal-Chairperson, Tom Wetenkamp-Supervisor 1; John Jost-Supervisor 2; Jeremy Stradal-Road Foreman and Jessica Backus-Clerk/Treasurer. Todd Hickmann-Constable, and Scott Tennesen-Assessor were excused.

APPROVAL OF MINUTES – APPROVAL OF AGENDA

Chairperson Stradal presented the minutes from the February 13, 2019 meeting. Chairperson Stradal presented the agenda for tonight's meeting.

Supervisor Wetenkamp moved, seconded by Supervisor Jost to approve the minutes and agenda. Upon vote, the motion carried unanimously.

CASH FLOW REPORT

Clerk Backus presented the cash flow report. Supervisor Wetenkamp moved, seconded by Supervisor Jost to approve the cash flow report. Upon vote, the motion carried unanimously.

PUBLIC INPUT

No one present wished to speak, subsequently Chairperson Stradal closed public input at 7:04 p.m.

CORRESPONDENCE

No correspondence.

REPORTS:

Constable – Nothing to report.

Highway – Road Foreman Stradal received 100 ton of salt. Weight limit signs will go up next week. He working on a pothole count to plan for patching.

Assessor – Nothing to report.

County Supervisor - Nothing to report.

Town Plan Commission – Nothing to report.

NEW BUSINESS – Nothing listed.

OLD BUSINESS

Discussion and action on Ordinance 2019-2 to Amend Ordinance 2007-1 Pertaining to Mailbox Installation
Chairperson Stradal explained the amendment of adding Section 7 Town Not Liable (the Town of Manitowoc Rapids, its officers, employees, and agents, shall not be liable for any damages to any mailbox or its support arising out of any highway maintenance activities performed by or on behalf of the Town) and Section 8 Severability (the terms of this ordinance are severable) to the current mailbox ordinance. Supervisor Jost moved, seconded by Supervisor Wetenkamp to enact Ordinance 2019-2. Upon vote, the motion carried unanimously.

VOUCHERS

Supervisor Jost moved, seconded by Supervisor Wetenkamp to approve the vouchers as presented. Upon vote, the motion carried unanimously.

ADJOURNMENT

Next meeting will be Wednesday, April 10, 2019 at 7pm. The Annual Meeting is April 17, 2019 at 7pm.

There being no further Town business, Supervisor Wetenkamp moved to adjourn; seconded by Supervisor Jost, and the motion was adopted by acclamation. The meeting adjourned at 7:08pm.

Respectfully submitted,
Jessica Backus, Clerk/Treasurer

**TOWN OF MANITOWOC RAPIDS
MANITOWOC COUNTY, WISCONSIN
ORDINANCE NO. 2019- 2
ORDINANCE TO AMEND ORDINANCE NO. 2007-01
PERTAINING TO MAILBOX INSTALLATION**


The Town Board of the Town of Manitowoc Rapids do ordain as follows:
Ordinance No. 2007-01 entitled "An Ordinance Pertaining to Mailbox Installation" is hereby amended by adding the following:

SECTION 7. Town Not Liable. The Town of Manitowoc Rapids, its officers, employees, and agents, shall not be liable for any damages to any mailbox or its support arising out of any highway maintenance activities performed by or on behalf of the Town.


SECTION 8. Severability. The terms of this ordinance are severable. If any portion of this ordinance is found to be unenforceable, void, or illegal by a court of competent jurisdiction, such finding shall not affect the remaining portions of this ordinance which shall be in full force and effect.

Adopted this 13 day of March, 2019.

TOWN OF MANITOWOC RAPIDS


By: Joshua Stradal, Chairperson

Attest:


By: Jessica Backus, Clerk / Treasurer

TOWN OF MANITOWOC RAPIDS
MANITOWOC COUNTY, WISCONSIN

ORDINANCE NO. 2007-01

AN ORDINANCE PERTAINING TO MAILBOX INSTALLATION

WHEREAS, pursuant to its village powers, the Town Board of the Town of Manitowoc Rapids, Manitowoc County, Wisconsin, deems it necessary to adopt the following regulations for the health and safety of the residents of the Town of Manitowoc Rapids and the general public;

NOW, THEREFORE, the Town Board of the Town of Manitowoc Rapids hereby creates the following **MAILBOX INSTALLATION ORDINANCE** and does ordain as follows:

SECTION 1. PURPOSE. This Ordinance is intended to establish standards for the safe installation of mailboxes within the right-of-way adjacent to highways in the Town of Manitowoc Rapids, Manitowoc County, Wisconsin. The term "mailbox" means any device used to receive mail, newspapers, packages, or similar items and the term includes any structure used to support the mailbox. This Ordinance is also intended to require the display of property address numbers.

SECTION 2. AUTHORIZATION. A person may install and maintain a mailbox within the right-of-way adjacent to or near the person's residence provided that the mailbox complies with all requirements established by the United States Postal Service and all requirements established by this Ordinance.

SECTION 3. REQUIREMENTS.

A. **Location.** A mailbox must be placed on the right side of the highway, except in the case of one-way traffic; at the far side of the driveway; and a minimum of 60 feet from any intersecting road in the direction of the delivery route.

B. **Setback.** The mailbox must be set back a sufficient distance so that no portion of the mailbox extends over the traveled portion of the highway or the outside edge of the shoulder.

C. **Height.** The bottom of the mailbox receptacle must be a minimum of 42 inches to a maximum of 48 inches from the street surface.

D. **Material.** A mailbox must be constructed of light sheet metal, plastic, or a similar material. The mailbox must be firmly attached to any support structure in order to minimize the possibility of it separating from the structure if struck by a vehicle.

E. Number and Separation. No more than two mailboxes may be mounted on a single support post. A lightweight newspaper box mounted below a mailbox will not be counted toward this limit. Support posts must be separated by a distance that is equal to three-quarters of the height of the support posts.

F. Support Structure. A mailbox support structure must be designed to break off or move out of the way if struck by a vehicle. No support may extend more than 24 inches into the ground, be placed in concrete, or fitted with an anchor plate. A metal support may have an anti-twist device if the device does not extend more than 10 inches below the ground surface. The maximum material specifications for a support post are:

1. A square wood post must not be larger than 4 inches by 4 inches nominal.
2. A round wood post must not be larger than 4 inches in diameter.
3. A metal pipe must have an inside diameter of 1½ inches or less.
4. A metal channel must weigh less than 2 pounds per foot.

G. House Numbers. The house number address shall be attached to each mailbox with reflective numbers at least 2 inches high. The numbers shall be attached to each side of the mailbox, visible from either direction on the highway.

SECTION 4. VARIANCE. The Town Chairperson is authorized to grant a variance on a case by case basis to any requirement specified in sub. (3) provided that the variance is authorized in writing and does not compromise public safety.

SECTION 5. ENFORCEMENT. The provisions of this Ordinance may be enforced under the provisions of Wis. Stat. § 86.04 pertaining to highway encroachments.

SECTION 6. EFFECTIVE DATE. This Ordinance shall be effective upon adoption and posting or publication according to law.

Adopted this 11 day of April, 2007.

TOWN OF MANITOWOC RAPIDS TOWN BOARD

By: David Korte
David Korte, Chairperson

By: Susanna Krcma
Susanna Krcma, Clerk

**TOWN OF MANITOWOC RAPIDS
MINUTES OF THE REGULAR MEETING FROM APRIL 10, 2019**

The regular April 10, 2019 meeting of the Town of Manitowoc Rapids meeting was called to order by Chairperson Stradal at 7:04pm at the Town Hall, 8624 CTH JJ, Manitowoc, WI.

ROLL CALL

The roll was called and members present were: Josh Stradal-Chairperson, John Jost-Supervisor 2, Jeremy Stradal-Road Foreman and Jessica Backus-Clerk/Treasurer. Tom Wetenkamp-Supervisor 1, Todd Hickmann-Constable, and Scott Tennesen-Assessor were excused.

APPROVAL OF MINUTES – APPROVAL OF AGENDA

Chairperson Stradal presented the minutes from the March 13, 2019 meeting. Chairperson Stradal presented the agenda for tonight's meeting.

Supervisor Jost moved, seconded by Chairperson Stradal to approve the minutes and agenda. Upon vote, the motion carried unanimously.

CASH FLOW REPORT

Clerk Backus presented the cash flow report. Supervisor Jost moved, seconded by Supervisor Jost to approve the cash flow report. Upon vote, the motion carried unanimously.

PUBLIC INPUT

Mike Valleskey, Branch River Rd, commended the Manitowoc Rapids road crew for an excellent job on keeping the roads maintained the past winter.

Dan Langense, Oakwood Lane, would like to remind town residents to clean up their yards. There are a couple of houses along Hwy 10 that should remove the junk from their yards along highway 10. He would like to see it cleaned up, so the town continues to looking nice.

No one present wished to speak, subsequently Chairperson Stradal closed public input at 7:09 p.m.

CORRESPONDENCE - No correspondence.

REPORTS:

Constable – Nothing to report.

Highway – Road Foreman Stradal had a request to put in a culvert on Alverno Rd. After reviewing the LIDR map, the area does not require a culvert. This was confirmed with Manitowoc County Soil and Water as well.

-Stradal informed the Board that the parking lot would need repairs for all the potholes.

-Stradal would provide a list of possible road/culvert work to place a notice for bids. Tentatively, May would be publication/posting of notice, June would be bid opening.

Assessor – Nothing to report.

County Supervisor - Nothing to report.

Town Plan Commission – Nothing to report.

NEW BUSINESS

Discussion and possible action on Strharsky Annexation

Chairperson Stradal described the annexation request from Gerard and Louise Strharsky, 5,200 sq. ft. at the north end of Knuell St. Chairperson Stradal moved, seconded by Supervisor Jost to approve the Strharsky annexation. Upon vote, the motion carried unanimously.

Discussion and possible action of Recycling Agreement with Manitowoc County

Chairperson Stradal moved, seconded by Supervisor Jost to table discussion until further notice.

Discussion and possible action on Deer Carcass Agreement

Clerk Backus informed the Board that the Town does not need an agreement to continue deer carcass pickup from Mr. Endries.

Discussion on Invasive Species Control

Chairperson Stradal reviewed the materials received regarding the Invasive Species Control that the Town received from Tom Ward. This will be further discussed at the Annual meeting.

VOUCHERS

Supervisor Jost moved, seconded by Chairperson Stradal to approve the vouchers as presented. Upon vote, the motion carried unanimously.

ADJOURNMENT

Next meeting will be Wednesday, May 8, 2019 at 7pm. The Annual Meeting is April 17, 2019 at 7pm.

There being no further Town business, Supervisor Jost moved to adjourn; seconded by Chairperson Stradal, and the motion was adopted by acclamation. The meeting adjourned at 7:34pm.

Respectfully submitted,
Jessica Backus, Clerk/Treasurer

**TOWN OF MANITOWOC RAPIDS
MINUTES OF APRIL 17, 2019 ANNUAL MEETING
TOWN HALL - 8624 CTH JJ - MANITOWOC, WI 54220**

CALL TO ORDER

The Annual Meeting of the Town of Manitowoc Rapids was called to reconvene at 7:00 p.m. on Wednesday, April 17, 2019 at the Town Hall, 8624 CTH JJ, Manitowoc, WI by Chairperson Stradal. Chairperson Stradal led in the Pledge of Allegiance.

INTRODUCTIONS

Chairperson Stradal introduced the Town Officials: Town Supervisor 1, Tom Wetenkamp; Town Supervisor 2, John Jost; Constable, Todd Hickmann; Clerk/Treasurer, Jessica Backus; and Road Foreman, Jeremy Stradal. Assessor, Scott Tennessen was excused.

APPROVAL OF MINUTES FROM MAY 9, 2018 ANNUAL MEETING

Copies of the minutes from the May 9, 2018 Annual Meeting were distributed. After review, Dan Langnese moved to approve the minutes as presented, seconded by Jim Weisner and so moved by the public.

2018 FINANCIAL REPORT

Chairperson Stradal presented the financial report to the public. Mike Valleskey moved to approve the 2018 Financial Report as presented, seconded by Bob Siehr and so moved by the public.

PUBLIC INPUT

No one present wished to speak, subsequently Chairperson Stradal closed public input 7:10p.m.

REPORTS

Constable

Constable Hickmann reported 28 calls for 2018.

Highway

Road Foreman Stradal reported that winter plowing went well. About 520 yards of sand and salt were used this plowing season.

Road work that would be looked at this year – various culverts, ditch cleaning, and chip sealing.

Assessor

No one in attendance.

Fire Department/First Responders

Jeremy Stradal, representing Branch Fire Department, reported on their activities for the year 2018.

Kyle Newburg, representing Branch First Responders, reported on their activities for the year 2018.

Tom Arndt, representing Rockwood Fire department, reported on their activities for the year of 2018.

Paul Roekle, representing Silver Creek Department and First Responders reported on their activities for the year of 2018.

County Supervisor

No one in attendance.

Plan Commission

Nothing to report.

Branch Area Recreational Association

Ray Berres reported on their activities for the year of 2018.

OLD BUSINESS

There was no old business.

NEW BUSINESS

Road Work Completed in 2018

Culvert replacement was the work completed in 2018 - Culverts were replaced on Dutch Rd, Whitewater Circle, Village Dr, 3 culverts on Wagon Wheel Rd, Logwood Lane and Basswood Rd.

Road Work for 2019

The possible roadwork for 2018 would be a chip sealing Michigan Ave, Bauch Rd, Sampe Rd, Poplar Rd, and the parking lot. Various culverts in the Town. Once bid opening takes place, then the projects would be determined based on the Street and Road Construction budget.

Invasive Species Control

Chairperson Stradal read the motion to grant continuing authority to the town board to appropriate money in the next annual budget for (1) the conservation of natural resources either by the town or by a bona fide nonprofit organization including the Lakeshore Natural Resource Partnership, Inc. (LNRP) and (2) establishing, maintaining, and repairing ecological areas. Randy Drumm moved to approve the motion as stated by Chairperson Stradal, seconded by Bob Michels. Discussion took place and the town residents voted 18 yes, 2 no, and 1 abstain.

Open Book/Board of Review

Board of Review would be July 31, 2019 from 5-7pm.

Open Book would be July 16, 2019 from 3-5 pm.

Next Annual Meeting – April 22, 2020

The next annual meeting would be on Wednesday, April 22, 2020 at 7:00 p.m.

ADJOURNMENT

There being no further comments or discussion, Dan Langnese moved to adjourn, seconded by Don Risch and so moved by the 25 towns' people in attendance. Meeting adjourned at 7:31 p.m.

Respectfully submitted,

Jessica Backus, Clerk/Treasurer

**TOWN OF MANITOWOC RAPIDS
BID OPENING FROM MAY 8, 2019**

Chairperson Stradal called the bid opening meeting to order at 6:30p.m. on May 8, 2019. Town Board Members present were Chairperson Stradal, 1st Supervisor Tom Wetenkamp, 2nd Supervisor John Jost, along with Road foreman Stradal and Clerk/Treasurer Backus.

Chairperson Stradal started with the 2019 culvert bids. One bid was received from Alfson Excavating. Chairperson Stradal read the bid amounts.

Chairperson Stradal stated two bids were received for the 2019 Chip Seal/Road Work. Bids received from Scott Construction and Fahrner Asphalt Sealers. Chairperson Stradal read the bid amounts.

Chairperson Stradal moved to award culverts #1 Union & Middle, #3 N Parkview Rd (24x80), 3a. N Parkview Rd (24x90), #7 Fairway & Hershau Rd, and the easement on Whitewater to Alfson Excavating all without end walls. Seconded by Supervisor Jost. Unanimously approved.

Chairperson Stradal moved to award chip seal/road work #1 Poplar Rd (seal coat), #3 Sampe Rd, #4 Michigan Ave, and #5 Century Rd to Scott Construction. Seconded by Supervisor Jost. Unanimously approved

Supervisor Wetenkamp moved to adjourned at 7:07 p.m., seconded by Supervisor Jost. Unanimously approved.

Respectfully submitted,
Jessica Backus, Clerk/Treasurer

**TOWN OF MANITOWOC RAPIDS
MINUTES OF THE BOARD OF REVIEW FROM MAY 8, 2019**

The Board of Review was called to order on May 8, 2019 at 7:08 p.m. by Josh Stradal, Chairperson for Town of Manitowoc Rapids at the Town Hall, 8624 CTH JJ, Manitowoc, WI.

Supervisor Wetenkamp moved to postpone the BOR until July 31, 2019 at which time the 2018 Assessment Roll would be complete, seconded by John Jost, 2nd Supervisor. Upon vote, the motion carried unanimously. The meeting adjourned at 7:08 p.m.

**TOWN OF MANITOWOC RAPIDS
MINUTES OF THE REGULAR MEETING FROM MAY 8, 2019**

The regular May 8, 2019 meeting of the Town of Manitowoc Rapids meeting was called to order by Chairperson Stradal at 7:08pm at the Town Hall, 8624 CTH JJ, Manitowoc, WI.

ROLL CALL

The roll was called and members present were: Josh Stradal-Chairperson, Tom Wetenkamp, Supervisor1, John Jost-Supervisor 2, Jeremy Stradal-Road Foreman and Jessica Backus-Clerk/Treasurer. Todd Hickmann-Constable, and Scott Tennesen-Assessor were excused.

APPROVAL OF MINUTES – APPROVAL OF AGENDA

Chairperson Stradal presented the minutes from the April 10, 2019 meeting. Chairperson Stradal presented the agenda. The only change was removing the report from Marc Holsen Highway Commissioner under New Business.

Supervisor Wetenkamp moved, seconded by Supervisor Jost to approve the minutes and agenda. Upon vote, the motion carried unanimously.

CASH FLOW REPORT

Clerk Backus presented the cash flow report. Supervisor Wetenkamp moved, seconded by Supervisor Jost to approve the cash flow report. Upon vote, the motion carried unanimously.

PUBLIC INPUT

No one present wished to speak, subsequently Chairperson Stradal closed public input at 7:11 p.m.

CORRESPONDENCE

WTA Meeting – May 16 at 7p.m. at the Two Creeks Town Hall.

Letter from Committee Chair Baumann and County Board Chair Brey and Ordinance pertaining to the Sales and Use Tax.

REPORTS:

Constable – Nothing to report.

Highway – Road Foreman Stradal presented two quotes he received for garbage bags. Chairperson Stradal requested that he find out if the shipping costs would be included in the price.

-Stradal reported that John Kropp informed him that we need to start sealing the concrete bridges. Michigan Ave Bridge would run \$15,000-17,000. This would be part of the road work for next year's budget.

-Tires are needed for the back of the 6330.

-Stradal will start ditching. Roads that need to be done are Dutch Rd, Stone Rd, Sample Rd, and Valley Rd.

Assessor – Nothing to report.

County Supervisor - Nothing to report.

Town Plan Commission – Nothing to report.

NEW BUSINESS

Discussion and possible action on issuance of Class "B" Retail License for Branch Area Recreational Association

Branch Area Recreational Association applied for a 6-month Class "B" license for the Branch Ball Park.

Supervisor Wetenkamp moved, seconded by Supervisor Jost to approve the license for the Association. Upon vote, the motion carried unanimously.

Discussion and possible Ordinance 2019-3 Temporary Retail Alcohol License.

Clerk Backus informed the Board that this ordinance would allow her the ability to issue a temporary Class "B" beer or temporary "Class B" wine license, also known as a "picnic license" without prior town board approval. There are three picnic licenses issued a year - Branch FD Fish Boil, Pinecrest Historical Society Wild West Days, and Branch FD Tractor Pull and Meat Sale. Supervisor Jost moved, seconded by Supervisor Wetenkamp. Upon vote, the motion carried unanimously.

OLD BUSINESS

Discussion and possible action of Solid Waste Disposal Facilitation Agreement with Manitowoc County

Chairperson Stradal explained that this agreement was originally signed by former Chair Korte in May 2014. This is basically a renewal of that agreement. All our solid waste is already hauled to Ridgeview Landfill and we are receiving the lower rate. If we do not sign the agreement our rate would go up. Supervisor Wetenkamp moved, seconded by Supervisor Jost to accept the agreement. Upon vote, the motion carried unanimously.

Discussion and possible action of Recycling Agreement with Manitowoc County

Chairperson Stradal explained that this agreement reflects the same as 2014 as well Supervisor Jost moved, seconded by Supervisor Wetenkamp to accept the agreement. Upon vote, the motion carried unanimously.

VOUCHERS

Chairperson Stradal moved, seconded by Supervisor Wetenkamp to approve the vouchers as presented. Upon vote, the motion carried unanimously.

ADJOURNMENT

Next meeting will be Wednesday, June 12, 2019 at 7pm.

There being no further Town business, Supervisor Jost moved to adjourn; seconded by Chairperson Stradal, and the motion was adopted by acclamation. The meeting adjourned at 7:34pm.

Respectfully submitted,
Jessica Backus, Clerk/Treasurer

TEMPORARY RETAIL ALCOHOL LICENSE ORDINANCE

The Town of Manitowoc Rapids, Manitowoc County, does ordain as follows:

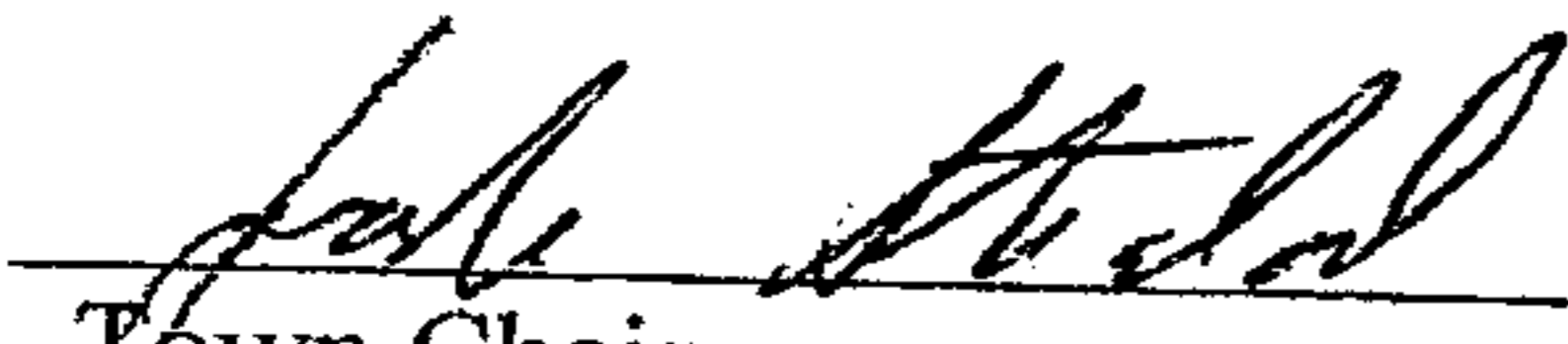
1. **PURPOSE.** This ordinance allows the clerk or his/her designee to issue temporary Class “B” beer and temporary “Class B” wine licenses, also known as “picnic licenses”, without prior town board approval.
2. **AUTHORITY:** The town has specific authority under s. 125.10(1), Wis. Stats., and general authority under ss.125.26(6), and 125.51(10), Wis. Stats., to adopt this ordinance.
3. **ELIGIBILITY.** Each applicant must be either a bona fide club, chamber of commerce, fair association, agricultural society, church, lodge or society that has been in existence for at least 6 months before the date of application or a post of a veterans’ organization authorizing the sale of fermented malt beverages at a particular picnic or similar gathering, at a meeting of the post, or during a fair conducted by the fair association or agricultural society.
 - a. Licenses may *not* be issued to individuals.
 - b. Not more than 2 temporary “Class B” wine licenses may be issued to any applicant in any 12 month period. There is no limit on the number of Class “B” beer licenses that can be issued.
 - c. The clerk may request written documentation, including but not limited to, a list of officers, a copy of the bylaws, purpose of organization, copies of agendas and minutes from the applicant verifying that the organization is a bona fide club.
4. **TERM.** The temporary retail license shall be effective for a single day or a series of *consecutive* days, as indicated on the license. Each event requires a separate license.
5. **WAITING PERIOD.**
 - a. Applications for a temporary Class “B” beer license for an event lasting less than 4 days shall be submitted to the clerk 15 days prior to the granting of the license.
 - b. Applications for a temporary Class “B” beer license for events lasting longer than 4 days shall be submitted at least 15 days prior to the granting of the license.
 - c. All applications for a “Class B” wine license shall be filed with the clerk at least 15 days prior to the granting of the license.
6. **ISSUANCE.** Upon receiving a completed application for a temporary retail license (AT-315) and the requisite license fee, the town clerk shall verify that the applicant meets the legal qualifications necessary to hold the license. Upon being satisfied that the applicant

meets the qualifications for the license, the clerk shall issue the license following completion of the required waiting period.

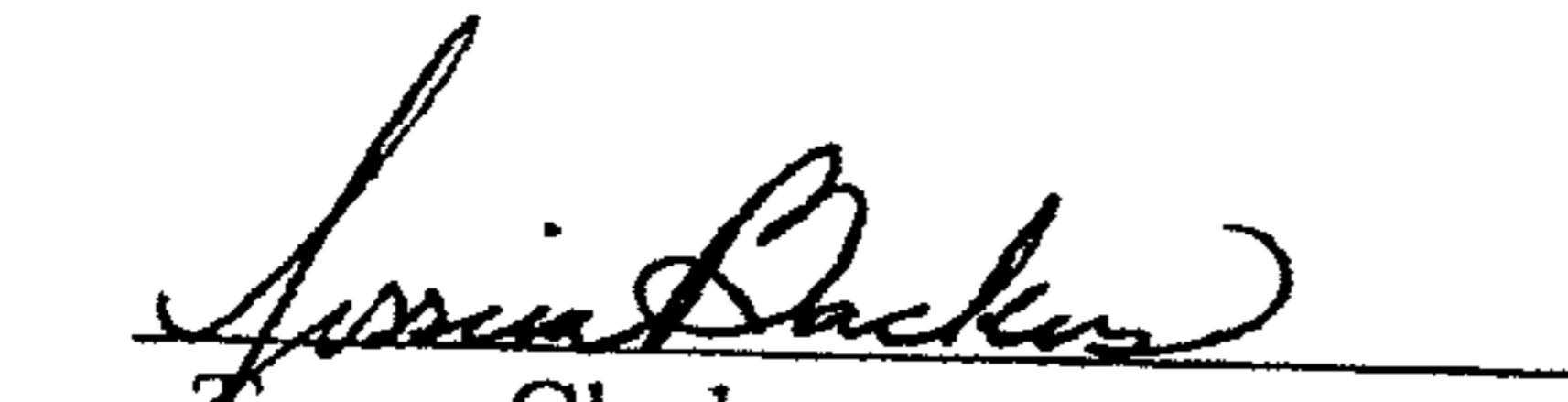
7. FEES. The fee for a temporary retail license is \$3 (not to exceed \$10 pursuant to s.125.51(10), Wis. Stat.). If an organization is applying for both a temporary Class "B" beer license and a temporary "Class B" wine license for the same event, the maximum fee is still \$10. See s.125.51(10), Wis. Stat.

Adopted this 8th day of May, 2019.

By the Town Board of the Town of Manitowoc Rapids.


Town Chairperson

Attested by:


Town Clerk

**TOWN OF MANITOWOC RAPIDS
MINUTES OF THE REGULAR MEETING FROM JUNE 12, 2019**

The regular June 12, 2019 meeting of the Town of Manitowoc Rapids meeting was called to order by Chairperson Stradal at 7:00 pm at the Town Hall, 8624 CTH JJ, Manitowoc, WI.

ROLL CALL

The roll was called and members present were: Josh Stradal, Chairperson; Tom Wetenkamp, 1st Supervisor; John Jost, 2nd Supervisor; Jessica Backus, Clerk/Treasurer; and Jeremy Stradal, Road Foreman. Todd Hickmann, Constable and Scott Tennessen, Assessor were excused.

APPROVAL OF MINUTES – APPROVAL OF AGENDA

Chairperson Stradal presented the minutes from the May 8, 2019 meeting. Chairperson Stradal presented the agenda and informed the board the report by Marc Holsen has been pulled. He no longer needs to provide a report.

Supervisor Wetenkamp moved to approve the minutes and agenda; seconded by Supervisor Jost. Unanimously approved.

CASH FLOW REPORT

Clerk Backus presented the cash flow report. Supervisor Wetenkamp moved to approve the cash flow report; seconded by Supervisor Jost. Unanimously approved.

PUBLIC INPUT

No one present wished to speak, subsequently Chairperson Stradal closed public input at 7:02 pm.

CORRESPONDENCE

WTA-Manitowoc County Meeting at 7pm on 6/20/19 at Gill's Bar and Grill.

REPORTS:

Constable – Constable Hickmann reported on a garbage issue by the storage buildings on Rapids Rd. The Manitowoc County Sheriff would handle from here on out.

- A Town resident needs to receive a letter regarding the junk ordinance.

Highway – Road Foreman received quote for tractor tires from 3 companies. Chairperson Stradal moved to purchase the tires from Bauer Built for the price of \$1,980, seconded by Supervisor Wetenkamp. Unanimously approved.

- Ditching was completed today.

- Tarring will take place the last week in June.

Assessor – Nothing to report.

County Supervisor - Nothing to report.

Town Plan Commission – Nothing to report.

NEW BUSINESS

Liquor License Renewals

Supervisor Jost moved to renew the liquor license for the following establishments: Country Visions, Branch River Associates, and Wildcats Longbranch; seconded by Supervisor Wetenkamp. Unanimously approved.

VOUCHERS

Supervisor Wetenkamp moved to approve the vouchers as presented; seconded by Supervisor Jost. Unanimously approved.

ADJOURNMENT

There being no further Town business, Chairperson Stradal moved to adjourn at 7:16 pm; seconded by Supervisor Wetenkamp. Unanimously approved. The next monthly meeting will be July 10, 2019 at 7pm.

Respectfully submitted,
Jessica Backus, Clerk/Treasurer

**TOWN OF MANITOWOC RAPIDS
MINUTES OF THE REGULAR MEETING FROM JULY 10, 2019**

The regular July 10, 2019 meeting of the Town of Manitowoc Rapids meeting was called to order by Chairperson Stradal at 7:00 pm at the Town Hall, 8624 CTH JJ, Manitowoc, WI.

ROLL CALL

The roll was called and members present were: Josh Stradal, Chairperson; Tom Wetenkamp, 1st Supervisor; Jessica Backus, Clerk/Treasurer; and Jeremy Stradal, Road Foreman. John Jost, 2nd Supervisor, Todd Hickmann, Constable and Scott Tennesen, Assessor were excused.

APPROVAL OF MINUTES – APPROVAL OF AGENDA

Chairperson Stradal presented the minutes from the June 12, 2019 meeting and the July 10 agenda.

Chairperson Stradal moved to approve the minutes and agenda; seconded by Supervisor Wetenkamp. Unanimously approved.

CASH FLOW REPORT

Clerk Backus presented the cash flow report. Chairperson Stradal moved to approve the cash flow report; seconded by Supervisor Wetenkamp. Unanimously approved.

PUBLIC INPUT

Shelly Moffat, Alverno Rd, is concerned with all the traffic now on Alverno Rd due to the Rapids Road project. People are driving way to fast. She was almost hit by a vehicle while walking the other day. She would like to see speed limit signs put up and possibly reduced.

No one present wished to speak, subsequently Chairperson Stradal closed public input at 7:03 pm.

CORRESPONDENCE

Bi-Annual Bridge Inspection Report

REPORTS:

Constable – Nothing to report.

Highway – Road Foreman received quote for garbage bags. Chairperson Stradal moved to purchase the garbage bags from WasteZero for the price of \$5275.00 for 20,000 bags, seconded by Supervisor Wetenkamp.

Unanimously approved; Crack filling is done; Request to rent roller for at the hourly state rate of \$28.52.

Chairperson Stradal allowed Road Foreman to rent it out.

Assessor – Nothing to report.

County Supervisor - Nothing to report.

Town Plan Commission – Nothing to report.

VOUCHERS

Chairperson Stradal moved to approve the vouchers as presented; seconded by Supervisor Wetenkamp. Unanimously approved.

ADJOURNMENT

There being no further Town business, Chairperson Stradal moved to adjourn at 7:09 pm; seconded by Supervisor Wetenkamp. Unanimously approved. The next monthly meeting will be August 14, 2019 at 7pm.

Respectfully submitted,
Jessica Backus, Clerk/Treasurer

**TOWN OF MANITOWOC RAPIDS
MINUTES OF THE SPECIAL MEETING FROM JULY 31, 2019**

The special July 31, 2019 meeting of the Town of Manitowoc Rapids meeting was called to order by Chairperson Stradal at 4:50 p.m. at the Town Hall, 8624 CTH JJ, Manitowoc, WI.

ROLL CALL

The roll was called and members present were: Josh Stradal-Chairperson, Tom Wetenkamp, Supervisor1, and Jessica Backus-Clerk/Treasurer. John Jost-Supervisor 2, Jeremy Stradal-Road Foreman, Todd Hickmann-Constable, and Scott Tennesen-Assessor were excused.

NEW BUSINESS

Discussion and action on Ordinance 2019-4 Confidentiality of Income and Expenses Provided to Assessor for Assessment Purposes

Chairperson Stradal moved to enact Ordinance 2019-4 Confidentiality of Income and Expenses Provided to Assessor for Assessment Purpose, seconded by Supervisor Wetenkamp. Upon vote, the motion carried unanimously.

Discussion and action on Ordinance 2019-5 to Appoint Alternate Members for Board of Review

Chairperson Stradal moved to enact Ordinance 2019-5 to Appoint Alternate Members for Board of Review, seconded by Supervisor Wetenkamp. Upon vote, the motion carried unanimously.

ADJOURNMENT

There being no further Town business, Chairperson Stradal moved to adjourn; seconded by Supervisor, and the motion was adopted by acclamation. The meeting adjourned at 4:53pm.

Respectfully submitted,
Jessica Backus, Clerk/Treasurer

Ordinance No. 2019-4


Confidentiality of Income and Expenses Provided to Assessor for Assessment Purposes

The Town Board of the Town Manitowoc Rapids, Manitowoc County, does ordain as follows:

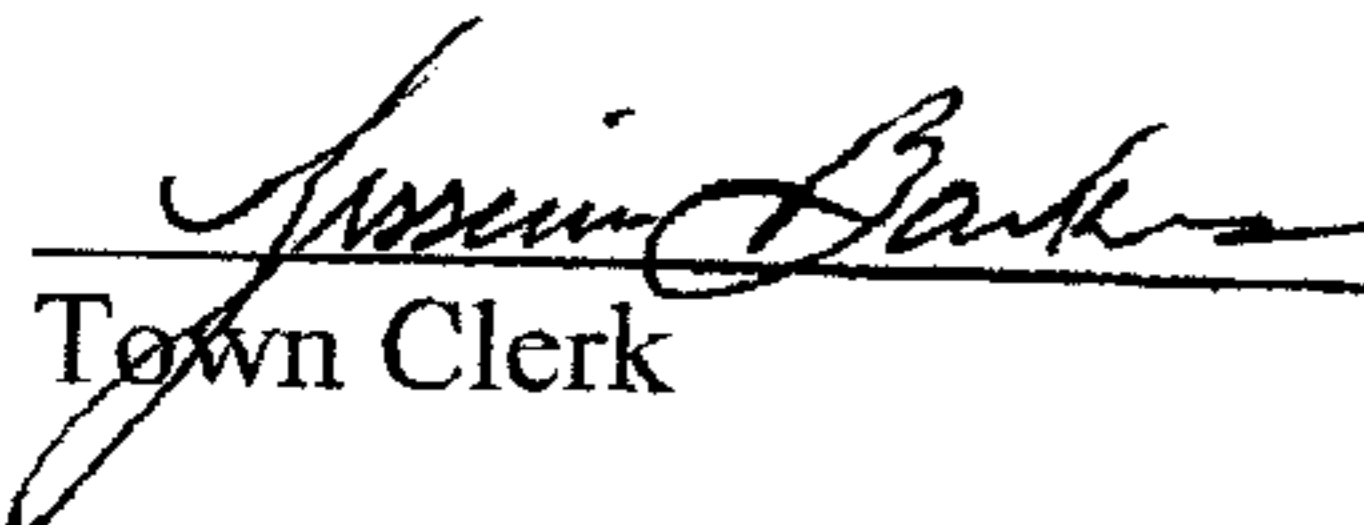
1. **Adoption.** This ordinance adopts by reference Wis. Statutes Sec. 70.47 (7)(af). Income and expense information provided by a property owner to an assessor for the purposes of establishing the valuation for assessment purposes by the income method of valuation shall be confidential and not a public record open to inspection or copying under Sec. 19.35 (1) of Wis. Statutes.
2. **Exceptions.** An officer may make disclosure of such information under the following circumstances:
 - a) The assessor has access to such information in the performance of his/her duties;
 - b) The board of review may review such information when needed, in its opinion, to decide upon a contested assessment;
 - c) Another person or body has the right to review such information due to the intimate relationship to the duties of an office or as set by law;
 - d) The officer is complying with a court order;
 - e) The person providing the income and expense information has contested the assessment level at either the board of review or by filing a claim for excessive assessment under Sec. 74.37 , in which case the base records are open and public.
3. **Severability.** The several sections of this ordinance are declared to be severable. If any section or portion thereof shall be declared by a court of competent jurisdiction to be invalid, unlawful or unenforceable, such decision shall apply only to the specific section or portion thereof directly specified in the decision, and shall not affect the validity of any other provisions, sections, or portions thereof of the ordinance. The remainder of the ordinance shall remain in full force and effect. Any other ordinances whose terms are in conflict with the provisions of this ordinance are hereby repealed as to those terms that conflict.
4. **Effective Date.** This ordinance shall take effect immediately upon passage and posting (or publication) as provided by law.

Adopted this 31st day of July, 2019.

By the Town Board of the Town of Manitowoc Rapids.


Town Chairperson

Attested by:


Town Clerk

Ordinance No. 2019-5

Appoint Alternate Members for Board of Review

Whereas, § 70.47(6m)(c) authorizes the appointment of alternate members to serve on the board of review when standing members are removed from individual cases;

Now, therefore the Town of Manitowoc Rapids, Manitowoc County does ordain as follows:

1. **ADOPTION.** Pursuant to §§ 70.47 (6m)(c) and 70.46 (1) of Wis. Statutes the town board hereby provides for the appointment of alternates to serve on the town/village board of review in the event a standing board member of the board of review is removed or unable to serve for any reason.

2. **APPOINTMENTS.** The following electors of the Town of Manitowoc Rapids are hereby named as alternates in the order indicated to serve as alternate board of review members:
Alternate 1: Randy Drumm
Alternate 2: Mike Valleskey

3. **EFFECTIVE DATE.** The appointments made in this ordinance are for the Year 2019 Board of Review proceedings and succeeding years until such appointments are rescinded by action of the town board and effective upon posting as provided by law.

Passed on the 31st day of July, 2019.

By the Town Board of the Town of Manitowoc Rapids.



Town Chairperson

Attested by:



Town Clerk

**TOWN OF MANITOWOC RAPIDS
MINUTES OF THE BOARD OF REVIEW FROM JULY 31, 2019**

The Board of Review (BOR) reconvened on July 31, 2019 at 5:00 p.m. at the Town of Manitowoc Rapids Town Hall.

Roll call was taken and the BOR members present were Josh Stradal, Town Chairperson; Tom Wetenkamp, 1st Supervisor; and Mike Valleskey, Town Resident. Others present, Jessica Backus, Town Clerk/Treasurer and Scott Tennessen, Town Assessor.

Supervisor Wetenkamp, nominated Josh Stradal as BOR Chairperson, seconded by Mike Valleskey. Upon vote, the motion carried unanimously.

Mike Valleskey, nominated Tom Wetenkamp as BOR Vice-Chairperson, seconded by Josh Stradal Chairperson. Upon vote, the motion carried unanimously.

Chairperson Stradal asked Clerk Backus if BOR members had attended the required BOR training. Clerk Backus informed the Chair that Supervisor Wetenkamp attended the training. His affidavit and exam is on file and had been appropriately filed with the Wisconsin Department of Revenue. The training requirement of at least one member has been met within the two year window of today's meeting.

Clerk Backus stated the Town does have an ordinance for confidentiality of income and expense information provided to the assessor under state law (sec. 70.47(7)(af)).

Clerk Backus stated there were no new law changes for 2019 BOR.

Chairperson Stradal moved to adopt the policy regarding the procedure for sworn telephone testimony and sworn written testimony, seconded by Supervisor Wetenkamp. Upon vote, the motion carried unanimously.

Chairperson Stradal moved to adopt the policy regarding the procedure for waiver of BOR hearing requests, seconded by Supervisor Wetenkamp. Upon vote, the motion carried unanimously.

Assessor Tennessen provided an annual assessment report and what the level of assessment was for the Town. The report was turned over to the board. The Assessor confirmed that he will file the report with the WI-DOR after the BOR.

Clerk Backus received the assessment roll and sworn statements from the Assessor and confirmed the affidavit was completed and signed. There were no corrections of error made under state law (sec. 70.43, Wis. Stats.)

Chairperson Stradal verified with the Assessor that there were zero open book changes.

Chairperson then offered the taxpayers the opportunity to examine the assessment roll. (No one was in attendance to review the roll.)

There were no objections presented during the two-hour duration of the BOR.

Chairperson Stradal moved to adjourn the 2019 BOR, seconded by Supervisor Wetenkamp. Upon vote, the motion carried unanimously. The BOR adjourned at 7:00 p.m.

Respectfully submitted,
Jessica Backus, BOR Clerk

**Policy to Establish Procedures and Criteria for Allowing Alternative Forms of Sworn
Testimony at Board of Review (BOR) Hearings**

Whereas, sec. 70.47(8), Wis. Stat. authorizes the board of review to consider requests from a property owner or the property owner's representative to appear before the board under oath by telephone or to submit written statements under oath to the board of review;

Now, therefore, the Board of Review for the Town of Manitowoc Rapids, Manitowoc County does hereby adopt the following:

1. PROCEDURE:

In order for a property owner or property owner's representative to submit a request to testify by phone or submit a sworn written statement, he or she must first comply with the following procedures: a) the legal requirement to provide notice of intent to appear at BOR must be satisfied; and, b) an Objection Form for Real Property Assessment (PA-115A) must be completed and submitted to the BOR as required by law.

After the two requirements outlined above have been met, a Request to Testify by Telephone or Submit a Sworn Written Statement at Board of Review (Form PA-814) may be submitted to the BOR clerk. Such requests must be submitted in time to be considered by the board at the first meeting of the BOR.

2. CRITERIA TO BE CONSIDERED

The Board of Review may consider any or all of the following factors when deciding whether to grant or deny the request:

- a) The requester's stated reason(s) for the request as indicated on the PA-814.
- b) Fairness to the parties.
- c) Ability of the requester to procure in person oral testimony and any due diligence exhibited by the requester in procuring such testimony.
- d) Ability to cross examine the person providing the testimony.
- e) The BOR's technical capacity to honor the request.
- f) Any other factors that the board deems pertinent to deciding the request.

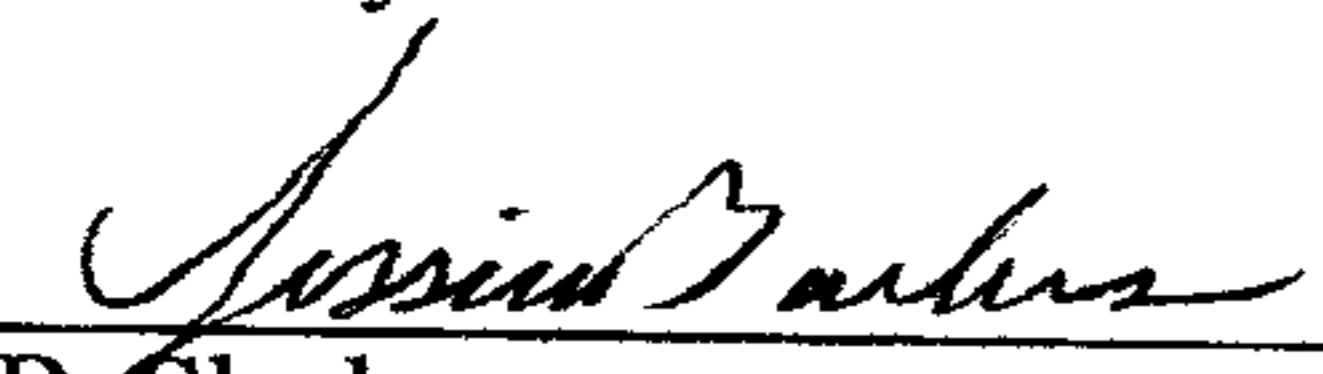
Adopted this 31st day of July, 2019.

By the Board of Review of the Town of Manitowoc Rapids.



BOR Chairperson

Attested by:



BOR Clerk

Policy on Procedure for Waiver of Board of Review Hearing Requests

Whereas, sec. 70.47(8m), Wis. Stat. authorizes the Board of Review to consider requests from a taxpayer or assessor, or at its own discretion to waive the hearing of an objection under sec. 70.47(8) or, in a 1st class city, under sec. 70.47(16) and allow the taxpayer to have the taxpayer's assessment reviewed under sec. 70.47(13); and

Whereas, sec. 70.47(8m), Wis. Stat. further states that for purposes of this subsection, the Board of Review shall submit the notice of decision under sec. 70.47(12), Wis. Stat. using the amount of the taxpayer's assessment as established by the municipal assessor as the finalized amount; and

Whereas, sec. 70.47(8m), Wis. Stat. further states that for purposes of this subsection, if the Board of Review waives the hearing, the waiver disallows the taxpayer's claim on excessive assessment under sec. 70.37(3), Wis. Stat. and notwithstanding the time period under sec. 70.37(3)(d), the taxpayer has 60 days from the notice of hearing waiver in which to commence an action under sec. 70.37(3)(d), Wis. Stat.

Whereas, the Department of Revenue has determined that the legal requirements of the Notice to Appear at the Board of Review must be satisfied and the Objection Form must be completed and submitted to the Board of Review as required by law by the taxpayer prior to a Request for Waiver being considered.

Now, therefore, the Town Board of Review of the Town of Manitowoc Rapids, Manitowoc County does hereby adopt as Board of Review policy the following:

1. **PROCEDURE:**

Before the Board of Review (hereinafter BOR) can consider a request from a taxpayer or assessor, or at its own discretion to waive the hearing of an objection the taxpayer must first complete and file with the Clerk of the BOR the following documents:

- a) A timely Notice of Intent to appear at BOR; and
- b) A timely Objection Form for Real Property Assessment (PA-1 ISA);

If the owner fails to file the aforementioned documents as required, no hearing will be scheduled on the objection.

If the owner files the aforementioned documents as required and a request from a taxpayer or assessor, or at its own discretion is made to waive the hearing of an objection, the BOR shall use the following criteria when making its decision.

2. **CRITERIA:**

The BOR, may consider any or all of the following factors when deciding whether to waive the hearing:

- a) The benefits or detriments of the BOR process.
- b) The benefits or detriments of having a record for the Court review.
- c) Avoidance of unruly, lengthy, burdensome appeals.

- d) Ability to cross examine the person providing the testimony.
- e) Any other factors that the BOR deems pertinent to deciding whether to waive the hearing.

3. EFFECTIVE DATE:

This policy shall be effective upon passage.

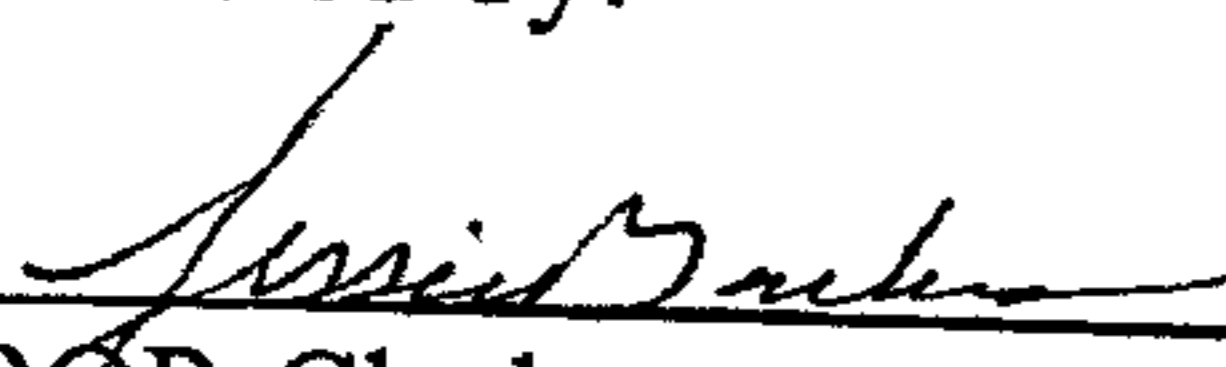
Adopted this 31st day of July, 2019.

By the Board of Review of the Town of Manitowoc Rapids.



BOR Chairperson

Attested by:



BOR Clerk

**TOWN OF MANITOWOC RAPIDS
MINUTES OF THE REGULAR MEETING FROM AUGUST 14, 2019**

The regular August 14, 2019 meeting of the Town of Manitowoc Rapids meeting was called to order by Chairperson Stradal at 7:00 pm at the Town Hall, 8624 CTH JJ, Manitowoc, WI.

ROLL CALL

The roll was called and members present were: Josh Stradal, Chairperson; Tom Wetenkamp, 1st Supervisor; John Jost, 2nd Supervisor, Jessica Backus, Clerk/Treasurer; and Jeremy Stradal, Road Foreman. Todd Hickmann, Constable and Scott Tennessen, Assessor were excused.

APPROVAL OF MINUTES – APPROVAL OF AGENDA

Chairperson Stradal presented the minutes from the July 10 & 31, 2019 meeting and the August 14 agenda.

Supervisor Wetenkamp moved to approve the minutes and agenda; seconded by Supervisor Jost. Unanimously approved.

CASH FLOW REPORT

Clerk Backus presented the cash flow report. Supervisor Jost moved to approve the cash flow report; seconded by Supervisor Wetenkamp. Unanimously approved.

PUBLIC INPUT

Dan Langnese – explained his neighbor is starting to clean up yard, but grass needed to be cut.

No one else present wished to speak, subsequently Chairperson Stradal closed public input at 7:02 pm.

CORRESPONDENCE

No correspondence to report.

REPORTS:

Constable – Constable Hickmann reported that Mr. Krueger is still in the process of cleaning his property. He will continue to monitor the property every 30 days.

Highway – Alfson Excavating questioned if he can wait till the ground freezes to work on the easement in the Whitewater area. Chairperson Stradal agreed that he could wait.

- All pipes are in.
- Salt is being delivered.

Assessor – Nothing to report.

County Supervisor - Nothing to report.

Town Plan Commission – Nothing to report.

NEW BUSINESS

Discussion and possible action on speed limit signs on Alverno Rd

The board agreed since Cty R is now open there will be a decreased amount of traffic on Alverno Rd. There is no need to post speed limit signs at this time.

VOUCHERS

Supervisor Jost moved to approve the vouchers as presented; seconded by Supervisor Wetenkamp. Unanimously approved.

ADJOURNMENT

There being no further Town business, Chairperson Stradal moved to adjourn at 7:10 pm; seconded by Supervisor Jost. Unanimously approved. The next monthly meeting will be September 11, 2019 at 7pm.

Respectfully submitted,
Jessica Backus, Clerk/Treasurer

TOWN OF MANITOWOC RAPIDS
MINUTES OF THE REGULAR MEETING FROM SEPTEMBER 11, 2019

The regular September 11, 2019 meeting of the Town of Manitowoc Rapids meeting was called to order by Chairperson Stradal at 7:00 pm at the Town Hall, 8624 CTH JJ, Manitowoc, WI.

ROLL CALL

The roll was called and members present were: Josh Stradal, Chairperson; Tom Wetenkamp, 1st Supervisor; John Jost, 2nd Supervisor, Jessica Backus, Clerk/Treasurer; and Jeremy Stradal, Road Foreman. Todd Hickmann, Constable and Scott Tennessen, Assessor were excused.

APPROVAL OF MINUTES – APPROVAL OF AGENDA

Chairperson Stradal presented the minutes from the August 14, 2019 meeting and the September 11, 2019 agenda.

Supervisor Wetenkamp moved to approve the minutes and agenda; seconded by Supervisor Jost. Unanimously approved.

CASH FLOW REPORT

Clerk Backus presented the cash flow report. Supervisor Jost moved to approve the cash flow report; seconded by Supervisor Wetenkamp. Unanimously approved.

PUBLIC INPUT

Randy Haelfrisch, 2834 N Rapids Rd – Reported a flooding problem in the spring. A lot of flooding occurs around his buildings when the snow melts due to the build up of trees and shrubs in the ditch area. He would appreciate the board takes a look to see what could be done.

No one else present wished to speak, subsequently Chairperson Stradal closed public input at 7:04 pm.

CORRESPONDENCE

WTA Meeting on September 19 at 7:30pm at Seven Lakes in Whitelaw.

REPORTS:

Constable – Reported that he spoke with the realtor about the grass at D-Rocks. The realtor will discuss with the lawyer.

Highway – Reported that grass cutting has started.

-Last of the culvert patches would be complete next week.

Assessor – Nothing to report.

County Supervisor - Nothing to report.

Town Plan Commission – Nothing to report.

NEW BUSINESS

Discussion and possible action on the Variance Request for Chad Pfeffer

Chad Pfeffer is requesting the variance for a detached garage he would like to build. The location of the detached garage would be located too close to the right-of-way line in a rural residential zoned district according to County Zoning and Setback regulations. Supervisor Wetenkamp moved to recommend that the Town approved Chad Pfeffer's Variance Request, seconded by Supervisor Jost. Upon discussion and vote, the motion carried unanimously.

VOUCHERS

Chairperson Stradal moved to approve the vouchers as presented; seconded by Supervisor Jost. Unanimously approved.

ADJOURNMENT

There being no further Town business, Chairperson Stradal moved to adjourn at 7:08 pm; seconded by Supervisor Wetenkamp. Unanimously approved. The next monthly meeting will be October 9, 2019 at 7pm.

Respectfully submitted,
Jessica Backus, Clerk/Treasurer

**TOWN OF MANITOWOC RAPIDS
MINUTES OF THE REGULAR MEETING FROM OCTOBER 9, 2019**

The regular October 9, 2019 meeting of the Town of Manitowoc Rapids meeting was called to order by Chairperson Stradal at 7:00 pm at the Town Hall, 8624 CTH JJ, Manitowoc, WI.

ROLL CALL

The roll was called, and members present were: Josh Stradal, Chairperson; Tom Wetenkamp, 1st Supervisor; John Jost, 2nd Supervisor, Jessica Backus, Clerk/Treasurer; and Jeremy Stradal, Road Foreman. Todd Hickmann, Constable and Scott Tennessen, Assessor were excused.

APPROVAL OF MINUTES – APPROVAL OF AGENDA

Chairperson Stradal presented the minutes from the September 11, 2019 meeting and the October 9, 2019 agenda.

Supervisor Wetenkamp moved to approve the minutes and agenda; seconded by Supervisor Jost. Unanimously approved.

CASH FLOW REPORT

Clerk Backus presented the cash flow report. Supervisor Wetenkamp moved to approve the cash flow report; seconded by Supervisor Jost. Unanimously approved.

PUBLIC INPUT

Dan Langnese, Oakwood Lane – Had concerns with the junk and tall grass on his neighbor's yard.

No one else present wished to speak, subsequently Chairperson Stradal closed public input at 7:04 pm.

CORRESPONDENCE

Manitowoc County Highway Dept – Road Closure on Hwy JJ.

REPORTS:

Constable – Nothing to report.

Highway – Reported that grass cutting has continued.

-Address markers are starting to fade. Might have to look at replacing soon.

Assessor – Nothing to report.

County Supervisor - Nothing to report.

Town Plan Commission – Nothing to report.

NEW BUSINESS

Discussion and possible action on Jake Braking on Hwy 42

Chairperson Stradal opened the floor to Mr. Jim Webb who brought the concerns of jake braking. Mr. Webb, 2421 Hwy 42, informed the board that before the highway was redone there was a no jake braking sign along that residential strip. The signs were never replaced. Trucks are constantly jake braking all hours of the night. Craig Miller, 2412 Hwy 42 and John Fessler 4607 Hwy 42, mentioned manure haulers also jake braking. All the trucks come in heavy, so the brakes are going for quite a while. It rattles the windows of the house.

Chairperson Stradal informed the public that it is a state road. There is not much the board can do regarding the jake braking signs. However, he will contact Jason Orth, the Highway Safety Coordinator, to see if the County is able to contact the State regarding posting signs again.

VOUCHERS

Chairperson Stradal moved to approve the vouchers as presented; seconded by Supervisor Wetenkamp. Unanimously approved.

ADJOURNMENT

There being no further Town business, Chairperson Stradal moved to adjourn at 7:16 pm; seconded by Supervisor Wetenkamp. Unanimously approved. The Public Hearing on the Town Budget, Special Electors meeting and next Monthly meeting will be November 20, 2019 at 7pm.

Respectfully submitted,
Jessica Backus, Clerk/Treasurer

TOWN OF MANITOWOC RAPIDS
Public Budget Hearing– November 20, 2019

Chairperson Stradal called the Public Hearing to order at 7:00pm.

Chairperson Stradal opened the floor to public comment in regard to the 2020 Proposed Budget.

No one present wished to speak, subsequently Chairperson Stradal closed public input at 7:01 pm.

Supervisor Wetenkamp moved, seconded by Supervisor Jost to adjourn the Public Hearing at 7:01pm.
Unanimously approved.

TOWN OF MANITOWOC RAPIDS
Special Town Electors Minutes – November 20, 2019

Chairperson Stradal called the Special Town Electors meeting to order at 7:01pm.

Chairperson Stradal explained the Revenue portion of the budget. He followed up asking if there were any questions regarding the Revenue report. No questions were asked by the public.

Chairperson Stradal explained the Expenditures portion of the budget. He followed up asking if there were any questions regarding the Expense report. No questions were asked by the public.

Chairperson Stradal looked for a motion, Randy Drumm moved, seconded by Bill Birkholz to adopt the Resolution 2019-6 for Electors to Adopt the 2019 Town Tax Levy. Unanimously approved by the Electors.

Randy Drumm moved to adjourn the Special Town Electors Meeting at 7:06pm; seconded by Bill Birkholz.
Unanimously approved.

Attendance held 7 electors.

Respectfully submitted,
Jessica Backus, Clerk/Treasurer

Resolution No. 2019-6

Resolution for Electors to Adopt the Town Tax Levy at Special Town Meeting of the Electors

Whereas, s. 60.10(1)(a) of Wis. Statutes authorizes the town electors of a town to adopt the town tax levy at a town meeting of the electors;

Whereas, a special town meeting of the electors has been called for this 20th day of November, 2019;

Whereas, the electors, after proper notice, have with a special town meeting vote, authorized the Town of Manitowoc Rapids to adopt the allowable state levy limit;

Now, therefore, the special town meeting of the Town of Manitowoc Rapids, Manitowoc County, Wisconsin, by a majority vote of the eligible electors voting on this 20th day of November, 2019 duly assembled and voting resolves and orders as follows:

BE IT RESOLVED, the town electors of the Town of Manitowoc Rapids, Manitowoc County, Wisconsin hereby adopt the town tax levy for 2019 to be collected in 2020 in the amount of \$556,962.00.

The town clerk shall properly post or publish this resolution as required by law under s. 60.80(1)(a), Wis. Statutes within 30 days of adoption.

Adopted this 20th day of November, 2019, at a Special Town Meeting.

Number of town electors voting aye 7

Number of town electors voting nay 0

Number abstaining or not voting (if determined) —

Signature of Town Meeting Chairperson *Josh Stahel*

Signature of Town Clerk *Jenni Berkus*

*Note this resolution must be posted within 30 days of adoption by the town electors, pursuant to s. 60.80 of Wis. Statutes.

TOWN OF MANITOWOC RAPIDS
MINUTES OF THE REGULAR MEETING FROM NOVEMBER 20, 2019

The regular November 20, 2019 meeting of the Town of Manitowoc Rapids meeting was called to order by Chairperson Stradal at 7:00 pm at the Town Hall, 8624 CTH JJ, Manitowoc, WI.

ROLL CALL

The roll was called, and members present were: Josh Stradal, Chairperson; Tom Wetenkamp, 1st Supervisor; John Jost, 2nd Supervisor, Jessica Backus, Clerk/Treasurer; and Jeremy Stradal, Road Foreman. Todd Hickmann, Constable and Scott Tennessen, Assessor were excused.

APPROVAL OF MINUTES – APPROVAL OF AGENDA

Chairperson Stradal presented the minutes from the October 9, 2019 meeting and the November 20, 2019 agenda.

Supervisor Jost moved to approve the minutes and agenda; seconded by Supervisor Wetenkamp. Unanimously approved.

CASH FLOW REPORT

Clerk Backus presented the cash flow report. Supervisor Wetenkamp moved to approve the cash flow report; seconded by Supervisor Jost. Unanimously approved.

PUBLIC INPUT

Ron Kaderabek, 4320 Village Dr, Whitelaw – Would like to know if farmers have to cut their field at all.

No one present wished to speak, subsequently Chairperson Stradal closed public input at 7:08 pm.

CORRESPONDENCE

WTA – Manitowoc Unit Christmas Party, December 5 at 6:30 p.m.

REPORTS:

Constable – Nothing to report.

Highway – Nothing to report.

Assessor – Nothing to report.

County Supervisor - Nothing to report.

Town Plan Commission – Nothing to report.

NEW BUSINESS

Adoption of the 2020 Proposed Budget and 2019 Tax Levy

Supervisor Jost moved to adopt the 2020 Proposed Budget and 2019 Tax Levy; seconded by Supervisor Wetenkamp. Unanimously approved.

Bridge Aid Petitions

Clerk Backus provided the petitions for review. The first petition is for Grotegut Bridge/Culvert in the amount of \$8,040.00. The second is for Michigan Ave Bridge in the amount of \$1,207.28. The third petition is for N Union Rd Bridge in the amount of \$1,500.00. The signed petitions will be sent back to the County for County Board approval. Once approved, the County will send the Town a check for \$10,747.28. Supervisor Jost moved, seconded by Supervisor Wetenkamp to approve the Bridge Aid Petitions. Unanimously approved.

Fire Department Contracts

Clerk Backus stated the fire departments will receive the same funds as last year, but in quarterly installments. Currently, they received three payments a year. Supervisor Jost moved, seconded by Supervisor

Wetenkamp to approve the Fire Department Contracts for Branch, Rockwood, and Silver Creek. Unanimously approved.

Multimodal Local Supplement (MLS) Program

Chairperson Stradal informed everyone the road that the grant application would be for is N Union Rd from Branch River Rd to Homestead Rd. The timing could possibly fall in line with the replacement of N Union Rd Bridge. Clerk Backus informed the board after reviewing the webinar, reading the materials, and speaking with Gail at Robert E. Lee and Associates, Inc it would be best to hire them to write the grant application. Once the grant is submitted it is up to the board to decide where to go from there, if the Town receives the grant. Supervisor Jost moved, seconded by Supervisor Wetenkamp to hire Robert E. Lee and Associates, Inc to write the grant on N Union Rd from Branch River Rd to Homestead Rd.

Sand Contract

Chairperson Stradal reviewed the sand quote from Jim's Excavating. For November 2019 to November 2020 the pickup price would be \$8.24 per yard or \$6.11 per ton, delivery price would be \$10.72 per yard or \$7.94 per ton. Chairperson Stradal moved, seconded by Supervisor Jost to approve the sand contract with Jim's Excavating. Unanimously approved.

Fuel Contract

Chairperson Stradal reviewed the fuel contract from Country Visions Cooperative. For December 2019 to April 2020 the fixed price would be \$2.819 for up to 2000 gallons of diesel fuel. Chairperson Stradal moved, seconded by Supervisor Jost to approve the fuel contract with Country Visions Cooperative. Unanimously approved.

Resolution 2019-7 in Support of Nsight Telservices' Application for FY2020 Public Service Commission on Wisconsin Broadband Expansion Grant FY 2020 to Improve DSL Broadband Internet Service to 32 Households in Alverno DSA

Clerk Backus explained this is the same resolution Nsight requested be approved to show support for the broadband service they are working on for Dutch Rd residents from July 2018. They need an updated one for the 2020 fiscal year. Supervisor Jost moved to adopt Resolution 2019-7 in Support of Nsight Telservices' Application for FY020 Public Service Commission of Wisconsin Broadway Expansion Grant FY2020 to Improve DSL Broadband Internet Service to 32 Households in Alverno DSA; seconded by Supervisor Wetenkamp. Unanimously approved.

OLD BUSINESS

Discussion and possible action on Jake Braking on Hwy 42

Chairperson Stradal informed the public that he contacted the sheriff's department and others at the state. He will continue to provide an update until there is no longer an issue.

VOUCHERS

Supervisor Jost moved to approve the vouchers as presented; seconded by Supervisor Wetenkamp. Unanimously approved.

ADJOURNMENT

There being no further Town business, Chairperson Stradal moved to adjourn at 7:22 pm; seconded by Supervisor Wetenkamp. Unanimously approved. The next Monthly meeting will be December 11, 2019 at 7pm.

Respectfully submitted,
Jessica Backus, Clerk/Treasurer

RESOLUTION 2019-7

IN SUPPORT OF NSIGHT TELSERVICES' APPLICATION FOR FY2020 PUBLIC SERVICE COMMISSION OF WISCONSIN BROADBAND EXPANSION GRANT FY2019 TO IMPROVE DSL BROADBAND INTERNET SERVICE TO 32 HOUSEHOLDS IN ALVERNO DSA.

WHEREAS, the Town of Manitowoc Rapids has been involved in discussions with Nsight Telservices concerning using fiber technologies and building a new cabinet to improve broadband internet service to 32 underserved households in the Alverno Digital Serving Area (DSA) in the Town of Manitowoc Rapids, Manitowoc County.

WHEREAS, the Town of Manitowoc Rapids Board understands the need for expanded broadband internet to serve the needs of residents in the project area, including online access to services such as education, ecommerce, and home health.

WHEREAS, the Town of Manitowoc Rapids understands that supporting Nsight Telservices' fiber broadband expansion project will enhance the likelihood of success for the project.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Manitowoc Rapids will support Nsight Telservices' application to the Public Service Commission of Wisconsin Broadband Expansion Grant Program FY2020 and the subsequent project to extend fiber to a location on Dutch Road, construct a small cabinet, and connecting it to existing copper infrastructure that will improve broadband internet service to 32 households on Dutch Road and Alverno Road in the Alverno DSA.

Resolution Adopted: 11/20, 2019.

Josh Stradal, Josh Stradal, Chairperson

ATTEST:

[Signature]

**TOWN OF MANITOWOC RAPIDS
MINUTES OF THE REGULAR MEETING FROM DECEMBER 11, 2019**

The regular December 11, 2019 meeting of the Town of Manitowoc Rapids meeting was called to order by Chairperson Stradal at 7:00 pm at the Town Hall, 8624 CTH JJ, Manitowoc, WI.

ROLL CALL

The roll was called, and members present were: Josh Stradal, Chairperson; Tom Wetenkamp, 1st Supervisor; John Jost, 2nd Supervisor, Jessica Backus, Clerk/Treasurer; and Jeremy Stradal, Road Foreman. Todd Hickmann, Constable and Scott Tennesen, Assessor were excused.

APPROVAL OF MINUTES – APPROVAL OF AGENDA

Chairperson Stradal presented the minutes from the November 20, 2019 meeting and the December 11, 2019 agenda.

Supervisor Jost moved to approve the minutes and agenda; seconded by Supervisor Wetenkamp. Unanimously approved.

CASH FLOW REPORT

Clerk Backus presented the cash flow report. Supervisor Wetenkamp moved to approve the cash flow report; seconded by Supervisor Jost. Unanimously approved.

PUBLIC INPUT

No one present wished to speak, subsequently Chairperson Stradal closed public input at 7:08 pm.

CORRESPONDENCE

No correspondence.

REPORTS:

Constable – Constable Hickman reported two calls regarding horses on Hwy JJ and H. Also assisted Sheriff's department with dog on the road.

Highway – Road Foreman Stradal received a request to order an address marker for a property at the end of Freeway and sand was delivered last Friday.

Assessor – Nothing to report.

County Supervisor - Nothing to report.

Town Plan Commission – Nothing to report.

NEW BUSINESS

Hawkins Ash Contract

Supervisor Wetenkamp moved to approve the Hawkins Ask 2020 Contract; seconded by Supervisor Jost. Unanimously approved.

Clerk/Treasurer Contract

Supervisor Jost moved to approve the Clerk/Treasurer 2020 Contract for Jessica Backus, seconded by Supervisor Wetenkamp. Unanimously approved.

Joint Dispatch Agreement

Supervisor Jost moved to approve the Joint Power Agreement with Manitowoc County Emergency Management, seconded by Supervisor Wetenkamp. Unanimously approved.

Resolution 2019-8 Eligible Election Officials

Clerk Backus explained this resolution contains the names of eligible election inspectors that will work the 2020-2021 election cycle. Supervisor Jost moved to approve Resolution 2019-8 Eligible Election Officials, seconded by Supervisor Wetenkamp. Unanimously approved.

OLD BUSINESS

Discussion and possible action on Jake Braking on Hwy 42

Chairperson Stradal informed Mr. Webb there is nothing more the town can in regards to the jake braking. Mr. Webb would have to contact the state from here on out.

VOUCHERS

Supervisor Jost moved to approve the vouchers as presented; seconded by Supervisor Wetenkamp. Unanimously approved.

ADJOURNMENT

There being no further Town business, Chairperson Stradal moved to adjourn at 7:13pm; seconded by Supervisor Wetenkamp. Unanimously approved. The next Monthly meeting will be January 8, 2020 at 7pm.

Respectfully submitted,
Jessica Backus, Clerk/Treasurer

RESOLUTION 2019-8
ELIGIBLE ELECTION OFFICIALS FOR THE TOWN OF MANITOWOC RAPIDS

The following individuals have taken state required training to serve in the following election official capacities for the two year election cycle of 1/1/2020-12/31/2021, pursuant to Wisconsin Statutes 7.30(4)(a) and (6)(a).

	<u>Chief Election Inspector</u>	
Patricia Olson	3015 Fairway Dr	Cato
Kathy Leist	6610 Cty Rd JJ	Manitowoc

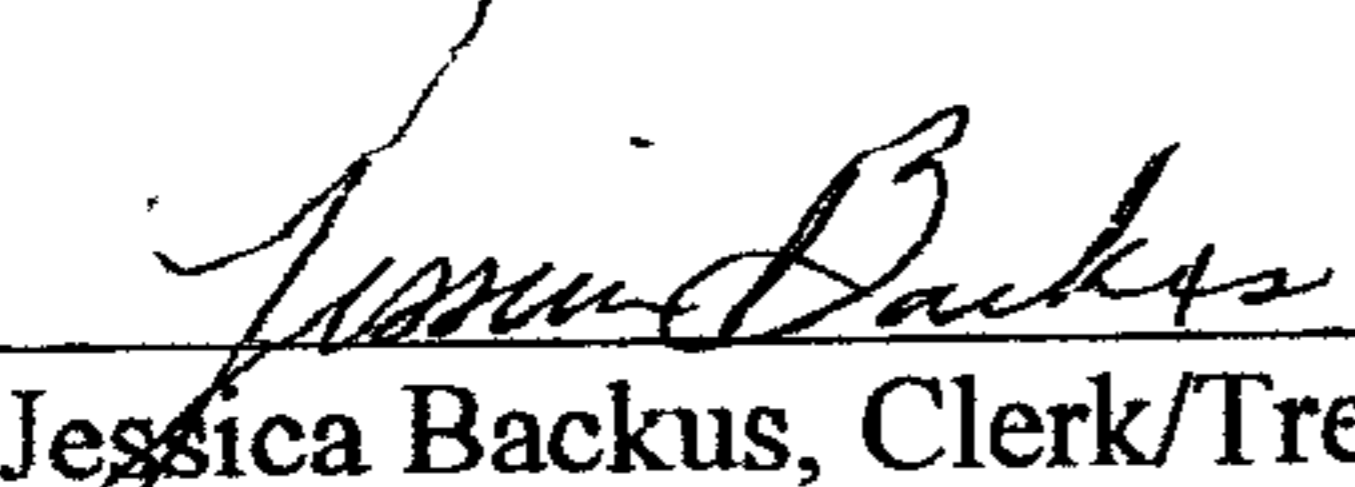
	<u>Election Inspectors</u>	
Diane Budnik	2227 Stone Rd	Manitowoc
Ronald Budnik	2227 Stone Rd	Manitowoc
Cheryl Domrath	3410 Fleetcrest Ct	Manitowoc
Marge Engelbrecht	8508 Dutch Rd	Manitowoc
Gloria Heinzen	5238 Cedar Lane	Manitowoc
Marietta Johnson	2118 Wimmer Rd	Manitowoc
Sharon Jost	1346 N Union Rd	Manitowoc
Nancy Klingeisen	7226 Bauch Rd	Manitowoc
Nona Korte	2344 Hwy 42	Manitowoc
Jeanne Matthias	9817 Old 151 Rd	Manitowoc
Craig Miller	2412 STH 42	Manitowoc
Helen Satori	4554 Harvest Circle	Manitowoc
Doreen Strouf	4116 Goodwin Rd	Manitowoc

<u>Municipal Clerk and Election Registration Officials</u>		
Jessica Backus	5034 Brookfield Cir	Manitowoc
Sue Krcoma-Deputy	6814 W Custer St	Manitowoc
Adam Backus-Deputy	5034 Brookfield Cir	Manitowoc

<u>Special Voting Deputy</u>		
Sister Paula Vanden Hogen	2409 S Alverno Rd	Manitowoc
Sister Patricia Linessen	6835 Calumet Ave	Manitowoc

I HEREBY CERTIFY that the above individuals have met the training requirements as pursuant to Wisconsin Statutes 7.31 & 7.315 to serve as an election official and been appointed by the Town of Manitowoc Rapids Town Board by a majority vote on December 11, 2019 to serve as Election Officials for the Town of Manitowoc Rapids for the term defined above.

By: 
Josh Stradal, Town Board Chairman

Attest: 
Jessica Backus, Clerk/Treasurer