

Meeting minutes from January 14, 2021

1. Call Town Board Meeting to Order

Chairman Jeff Meisenburg called the Town Board meeting to order at 7:30 pm.

PRESENT: Jeff Meisenburg, Dina O'Brien, Howard Miller, Glenn Bolden, Nancy Albrecht, Darlene Brandt

Verification of public notice

2. Meeting Minutes

Ms. O'Brien requested December 2020 meeting minutes in the public comment section reflect Sanitary District #2 regarding the matter of the separation of Town and Sanitary District.

Motion by Meisenburg, seconded by Miller to approve the minutes of the December 10, 2020 Town Board meeting. All in favor, motion carried.

3. Treasurer's Report

Motion by O'Brien, seconded by Meisenburg to approve the December 2020 report. All in favor, motion carried.

4. Payment of Bills

Motion by O'Brien, seconded by Miller to approve payment of monthly bills. All in favor, motion carried.

5. Public Comment on the Agenda – no comments received

6. Old Business

a) **Update Interior of Town Hall**

Discussion ensued on updating interior of town hall. Ms. O'Brien obtained a quote from R1Mobile Repair in the amount of \$2180 to remove ceiling tiles and insulation. It was the consensus of the board to obtain additional quotes and determine cost of materials.

7. New Business

a) **Bartender/Operator License**

No new operator license applications received by the town.

b) **Election Poll Worker Compensation**

Hourly poll worker compensation for 2021 elections: \$12.50 per hour for election inspectors and \$15.00 per hour for chief inspector.

c) Short Term Leasing Ordinance

Discussion ensued regarding the town adopting a short term lease ordinance. It was the consensus to provide copies of a draft ordinance to the town planning commission and to schedule a planning hearing for next month.

d) Rezone for Timothy and Colleen Merrill

Motion by O'Brien, seconded by Miller to accept the planning commission's recommendation to rezone on the request from Timothy and Colleen Merrill from agricultural to residential for approximately 3.05 acres of land known as: **S5 T16N R17E Lot 1, CSM 8569 REC AS DOC 1136203 LOC IN NW 1/4 NE ¼ - parcel number T11-16-17-05-02-008-00**. All in favor, motion carried.

e) Shady Drive Cul-de-Sac

Discussion ensued regarding property owned by Mr. Ronald Triatik on Shady Drive. Mr. Triatik requests the town not plow snow onto his property – lot #1. Chairman Meisenburg noted the CSM indicates the shed located on the parcel to be razed. It was the consensus to discuss the matter further including possible construction of a cul-de-sac at future meeting(s).

8. Public Comments

Question on the date the town takes delivery of the new truck. Anticipate a spring delivery.

Ms. O'Brien provided an update on the separation of the sanitary district and town. Documents were discovered which will be helpful, but title searches will be required. A review of costs for title searches and board approval anticipated at future meeting.

There being no further business, meeting adjourned at 8:18 pm. (O'Brien/Meisenburg)

Meeting minutes from February 11, 2021

1. Call Town Board Meeting to Order

Chairman Jeff Meisenburg called the Town Board meeting to order at 7:30 pm.

PRESENT: Jeff Meisenburg, Dina O'Brien, Howard Miller, Glenn Bolden, Nancy Albrecht, Darlene Brandt

Verification of public notice

2. Meeting Minutes

Motion by O'Brien, seconded by Miller to approve the minutes of the January 14, 2021 Town Board meeting. All in favor, motion carried.

3. Treasurer's Report

Motion by Miller, seconded by Meisenburg to approve the January 2021 report. All in favor, motion carried.

4. Payment of Bills

Motion by O'Brien, seconded by Meisenburg to approve payment of monthly bills. All in favor, motion carried.

5. Public Comment on the Agenda – no comments received

6. Old Business

a) **Update Interior of Town Hall**

Discussion ensued on updating interior of town hall. Ms. O'Brien anticipates receiving a quote from Solid Rock. Chairman Meisenburg reported contacting three vendors and all declined to bid on the work.

b) **Short Term Leasing Ordinance**

Chairman Meisenburg asked town supervisors if there were questions regarding the ordinance. None were mentioned. Based upon recommendations from the planning commission, he will confirm legal compliance with the town attorney.

7. New Business

a) **Bartender/Operator License**

No new operator license applications received by the town.

b) **Bob Pietrzyk – Shed/Outbuilding on parcel T111617281100900**

Discussion ensued with Mr. Pietrzyk on his desire for a planned outbuilding. Motion O'Brien, seconded by Meisenburg to approve an outbuilding for Mr. Pietrzyk pending the approval by the Village of North Fond du Lac and approval of a conditional use permit.

c) WI-DOT proposal to rehabilitate the overpass on Townline Road/I-41

Chairman Meisenburg reported on the WI-DOT proposal planned for 2023.

d) Sanitary District #2 – Title Searches

Discussion ensued on Sanitary District #2. Motion Meisenburg, seconded by Miller to approve title searches by Town Attorney of Sanitary District #2. All in favor, motion carried.

8. Public Comments

Ms. O'Brien reported a minor discrepancy on the town website. In addition, March training schedule hosted by the Wisconsin Towns Association and ambulance meeting on March 24.

Mr. Miller inquired on the status of the town ordinance project. Chairman Meisenburg will check on the progress.

Mr. Bolden reported on upcoming spring primary on February 16 and spring election on April 6.

There being no further business, meeting adjourned at 8:02 pm. (Miller/Meisenburg)

Meeting minutes from March 11, 2021

1. Call Town Board Meeting to Order

Chairman Jeff Meisenburg called the Town Board meeting to order at 7:30 pm.

PRESENT: Jeff Meisenburg, Dina O'Brien, Howard Miller, Glenn Bolden, Nancy Albrecht, Darlene Brandt

Verification of public notice

2. Meeting Minutes

Motion by Miller, seconded by O'Brien to approve the minutes of the February 11, 2021 Town Board meeting. All in favor, motion carried.

3. Treasurer's Report

Motion by O'Brien, seconded by Miller to approve the February 2021 report. All in favor, motion carried.

4. Payment of Bills

Motion by O'Brien, seconded by Meisenburg to approve payment of monthly bills. All in favor, motion carried.

5. Public Comment on the Agenda – no comments received

6. Old Business

a) **Update Interior of Town Hall**

Discussion ensued on updating interior of town hall. Ms. O'Brien is working on scheduling Solid Rock and planning to contact another contractor.

b) **Short Term Leasing Ordinance**

Chairman Meisenburg reported on a few outstanding questions on legal compliance with the town attorney and cannot move forward without those answers. Discussion ensued on establishing the ordinance at this time.

7. New Business

a) **Bartender/Operator License**

No new operator license applications received by the town.

b) **Candidates for Circuit Court Judge**

Andrew Christenson and Laura Lavey spoke on their candidacy for circuit court judge.

c) Annual Storm Water Reports

Chairman Meisenburg reported on the annual storm water reports. Motion by O'Brien, seconded by Miller to accept the annual reports. All in favor, motion carried.

d) Bulky Waste

Discussion ensued on conducting a bulky waste collection this year. Date set for September 18, 2021 from 8:00 am to Noon at the town landfill site. More details expected at a later date.

e) Town Personnel Review

Meeting date set for March 22 at 7:00 pm.

f) Rental of Town Hall – Vicki Leichtfuss

Discussion ensued on request to rent town hall on 9/25/21 and the use of alcohol and outside the facility. Board approved this request.

g) Don Hannemann – question on land purchase and use

Discussion ensued between Mr. Hannemann and the town board on his purchase of a parcel(s) located on Subway Rd. – next to the train tracks. Mr. Hannemann desires assurances if he purchases the parcel(s), the use would be approved. The town board provides no such assurances at this time.

h) Appointments for Planning Commission and Board of Appeals

Discussion ensued on the status of the current members of the appeals board including their expiration dates. Motion Meisenburg, seconded by O'Brien to reappoint all current members of the appeals board to three year terms and to seek a replacement for Darlene Brandt. All in favor, motion carried.

Discussion ensued on the status of the current members of the planning commission. Mr. Belk declined continuing on the planning commission leaving three vacancies. Motion Meisenburg, seconded by O'Brien to reappoint all current members of the planning commission to three year terms and to seek replacements. All in favor, motion carried.

8. Public Comments

Mr. Bolden provided an update on changes to legal public notices and desire for clarification moving forward. Chairman Meisenburg provided clarification on the use of the board posted at the site of the parcel in cases of zoning, variances, etc. Discussion ensued on possible future update to town ordinance.

Ms. O'Brien provided information on Fond du Lac County Farmland Preservation Comprehensive Plan meeting scheduled for April 7; Envision Greater Fond du Lac conducting a

survey on updating internet access; notice of installation of solar farms including locally in the Town of Eldorado; update on the viaduct on Kinker Road to begin in 2024 – cost at \$7M.

There being no further business, meeting adjourned at 8:32 pm. (Miller/Meisenburg)

Meeting minutes from April 8, 2021

1. Call Town Board Meeting to Order

Chairman Jeff Meisenburg called the Town Board meeting to order at 7:30 pm.

PRESENT: Jeff Meisenburg, Dina O'Brien, Howard Miller, Glenn Bolden, Nancy Albrecht, Darlene Brandt

Verification of public notice

2. Meeting Minutes

Motion by O'Brien, seconded by Miller to approve the minutes of the March 11, 2021 Town Board meeting. All in favor, motion carried.

3. Treasurer's Report

Motion by O'Brien, seconded by Meisenburg to approve the March 2021 report. All in favor, motion carried.

4. Payment of Bills

Motion by Meisenburg, seconded by Miller to approve payment of monthly bills. All in favor, motion carried.

5. Public Comment on the Agenda – no comments received

6. Old Business

a) **Update Interior of Town Hall**

No new information. Plan to contact additional contractors for bids.

7. New Business

a) **Bartender/Operator License**

No new operator license applications received by the town.

b) **Stormwater Plan – Ron Boda**

Motion by O'Brien, seconded by Meisenburg to approve the Stormwater proposal submitted by Mr. Ron Boda. All in favor, motion carried.

c) **Deputy Clerk/Treasurer Position**

Motion by Meisenburg, seconded by O'Brien to eliminate the deputy clerk/treasurer position. Future part-time help will be sought upon a case-by-case basis. All in favor, motion carried.

d) Open Book & Board of Review

Open Book set for April 27 from 9:00am to 11:00am. Open Book to be conducted by phone or email. Proposed date for Board of Review is May 12 from 6:30pm to 8:30pm. Clerk will check availability of the Assessor for date and times. Public Notice to be posted.

e) Nominees for Planning Commission

Motion by Meisenburg, seconded by Miller to approve the nominations of Ann Bovee, Angela Schmitz and Jim Burkhardt to the Planning Commission. All in favor, motion carried.

f) Nominee to the Board of Appeals

Motion by O'Brien, seconded by Miller to approve the nomination of David Wilson to the Board of Appeals. All in favor, motion carried.

g) Annual Town Meeting

Annual Town Meeting set for April 20 at 7:30pm.

8. Public Comments

Ms. O'Brien inquired as to the status and future of Sanitary District #2. Discussion ensued on Sanitary District #2 being a standalone organization.

There being no further business, meeting adjourned at 8:05 pm. (O'Brien/Meisenburg)

Annual Town Meeting minutes from April 21, 2020

1. Call Annual Town Meeting to Order

Chairman Jeff Meisenburg called the Annual Town meeting to order at 7:30 pm.

Roll Call:

Town Officials present: Jeff Meisenburg, Dina O'Brien, Howard Miller, Lori Hoffman, Glenn Bolden, Nancy Albrecht

Electors present: Darlene Brandt, Connie Meisenburg, Karl Belk, Aaron Sadoff

Verification of public notice

2. Meeting Minutes

Motion by Dina O'Brien, seconded by Karl Belk to approve the minutes of the April 16, 2019 Annual Town meeting. All in favor, motion carried.

3. Review the 2019 Financial Report

Motion by Karl Belk, seconded by Connie Meisenburg to approve the 2019 Financial Report. All in favor, motion carried.

4. North Fond du Lac School Report

Report provided by School Superintendent, Aaron Sadoff.

Currently, all buildings are closed and expected closed through June. All students are currently enrolled in remote learning – Monday through Friday. Bagged lunches provided to students at Ashwood Grove and Van Dyne Fire Department through at least the end of May.

All sports cancelled for the spring. Discussions are ongoing with how to manage graduation ceremonies. For the year, enrollment is up by 67 students. District employs 193 personnel including 119 teachers and seven administrators.

5. Public Comments

Question on the status of the County Road N viaduct. Chairman Meisenburg reported Fond du Lac County has requested funding from the Federal Government and the project is on schedule.

Dina O'Brien recommended the Town impresses upon the County to adhere to the original timeline for the project.

Dina O'Brien thanked Lori Hofmann for her years of service with the town. Chairman Meisenburg seconded the comment.

Chairman Meisenburg thanked everyone for their patience and understanding with the virtual meeting format.

Next Annual Meeting: April 20, 2021 at 7:30pm.

Motion to adjourn by Howard Miller, seconded by Lori Hofmann. All in favor, motion carried.

Meeting minutes from May 13, 2021

1. Call Town Board Meeting to Order

Chairman Jeff Meisenburg called the Town Board meeting to order at 7:30 pm.

PRESENT: Jeff Meisenburg, Erin Kulibert, Howard Miller, Glenn Bolden, Nancy Albrecht

Verification of public notice

2. Meeting Minutes

Motion by Miller, seconded by Meisenburg to approve the minutes of the April 8, 2021 Town Board meeting. All in favor, motion carried.

3. Treasurer's Report

Motion by Kulibert, seconded by Miller to approve the April 2021 report. All in favor, motion carried.

4. Payment of Bills

Motion by Miller, seconded by Meisenburg to approve payment of monthly bills. All in favor, motion carried.

5. Public Comment on the Agenda – no comments received

6. Old Business

a) **Update Interior of Town Hall**

No new information to report.

7. New Business

a) **Bartender/Operator License**

No new operator license applications.

b) **Fence – Kirk Hamer N7445 Sunset Circle Drive**

Motion by Meisenburg, seconded by Miller to approve the fence as proposed. All in favor, motion carried.

c) **Fence – Curt & Kay Lock N7733 Lakeshore Drive**

Motion by Meisenburg, seconded by Kulibert to approve the fence as proposed. All in favor, motion carried.

d) Winnebago Conservation Club

Mr. Mike Arrowwood reported on the restoration of Subway Road ramp leading to Lake Winnebago. The approach will be 20' X 60' when completed.

Motion by Meisenburg, seconded by Kulibert to approve the project. All in favor, motion carried.

e) Award Bid – Cottage Road

Motion by Meisenburg, seconded by Miller to accept the bid from Northeast Asphalt in the amount of \$44,429.00. All in favor, motion carried.

f) Van Dyne Fire Department – New Pickup Truck

Motion by Miller, seconded by Meisenburg to approve the expenditure of \$28,638.94 for the Town of Friendship portion of a 2022 F250 pickup truck. All in favor, motion carried.

g) Bulk Waste/Electronics Recycling

Recycling fees: TVs/Computer Monitors \$15 each and limit of 3; Tires \$2 each and limit of 8. Tire size limited to 20". No farm and/or large truck tires.

h) Delinquent Personal Property Tax

Town Treasurer, Nancy Albrecht, reported on the ongoing effort to collect delinquent personal property tax.

i) Dr. Orvis Johnson

Dr. Johnson introduced awareness to long range planning and being proactive into issues such as wind farms, solar farms, etc. The Town Chairman provided information on efforts by each level of government on these issues.

Dr. Johnson inquired into the job/position descriptions of all town appointed positions and specifically the town permit issuer. He requested a copy of the town permit issuer job/position description. In addition, he questioned the qualifications of the town permit issuer.

Additionally, Dr. Johnson questioned the practice of agricultural manure spreading in such close proximity to Lake Winnebago. Discussion ensued.

8. Public Comments

Mr. Randy Gyr reported on the lack of a local inspector to conduct electrical inspections. Discussion ensued on this issue and possible changes/updates going forward.

Mr. Arrowwood reported on potential drainage issue on the Subway Road ramp project. He offered mitigation by removing trees or drainage line. The Town Chairman said meeting with the property owners would be necessary prior to any of that type of work being conducted. Future meeting(s) expected with the property owners to discuss the overall project.

Dr. Johnson provided additional clarification on the practice of manure spreading.

There being no further business, meeting adjourned at 8:33 pm. (Kulibert/Meisenburg)

Meeting minutes from June 10, 2021

1. Call Town Board Meeting to Order

Chairman Jeff Meisenburg called the Town Board meeting to order at 7:30 pm.

PRESENT: Jeff Meisenburg, Erin Kulibert, Howard Miller, Glenn Bolden, Nancy Albrecht

Verification of public notice

2. Meeting Minutes

Motion by Miller, seconded by Meisenburg to approve the minutes of the May 13, 2021 Town Board meeting. All in favor, motion carried.

3. Treasurer's Report

Motion by Kulibert, seconded by Miller to approve the May 2021 report. All in favor, motion carried.

4. Payment of Bills

Motion by Miller, seconded by Meisenburg to approve payment of monthly bills. All in favor, motion carried.

5. Public Comment on the Agenda – no comments received

6. Old Business

a) **Update Interior of Town Hall**

No new information to report.

7. New Business

a) **Alcohol Beverage License/Operator License**

Mr. Bolden reported all applications for Alcohol Beverage License and Cigarette and Tobacco License were in order. In addition, all Sellers Permits were valid.

Motion by Meisenburg, seconded by Miller to approve Alcohol Beverage License and Cigarette and Tobacco License for Giese's County Market LLC and Marghaels LLC. All in favor, motion carried.

Motion by Meisenburg, seconded by Miller to approve Alcohol Beverage License for Blanck's Lake Aire Inc, J's Food & Spirits LLC, Cabin Bar LLC and Wendt's On The Lake Inc. All in favor, motion carried.

Motion by Meisenburg, seconded by Miller to approve Operator Licenses for Ann Cross, David Cross, Matthew Feller, Scott Huck and Heather Schultz – Wendt's On the Lake, Inc. All in favor, motion carried.

Motion by Meisenburg, seconded by Kulibert to approve Operator Licenses for Terri Teichmiller, Marie Brenner, Natalie Tischendorf and Teresa Strook – Marghaels LLC. All in favor, motion carried.

Motion by Meisenburg, seconded by Miller to approve Operator Licenses for Terk Henning, Tracy Kniess and Michael Abraham – J's Food & Spirits LLC. All in favor, motion carried.

Motion by Meisenburg, seconded by Kulibert to approve Operator Licenses for Claudia Winland, Jon Ellingson and Jamie Lear – Cabin Bar LLC. All in favor, motion carried.

b) CSM – John Novotny – Cemetery Road

Motion by Miller, seconded by Kulibert to approve the CSM. All in favor, motion carried.

c) Alternate OSG Representative

Erin Kulibert designated as the alternate OSG representative for the Town of Friendship.

d) Fence Permit – Chad Triatik N7777 Van Dyne Road

Motion by Meisenburg, seconded by Miller to approve the fence permit as proposed. All in favor, motion carried.

e) Waste Management

Chairman Meisenburg reported a drop in customer complaints and no recent issues with garbage and recycling collection.

f) Residential Electrical Inspections

Discussion ensued on the new requirement for electrical inspections for commercial and residential properties. Future Planning Commission review expected. Motion by Meisenburg, seconded by Miller to include residential electrical inspections to the scope of work for Mr. Martin Johnson – Building Inspector. All in favor, motion carried.

g) RAISE Transportation Grant

Chairman Meisenburg reported Fond du Lac County applied for a grant for the project on County Road N and the overpass. The Town of Friendship supports for grant. The overpass

would increase response time for emergency services for town residents and improve public safety for travel on County Road N.

h) DNR & MS4 Permittee – Storm Water Management Program (SWMP) Assistance

Chairman Meisenburg reported the MS4 Permit for the Town has been denied. The Town is actively reviewing the situation to determine the reason for the denial.

i) Delinquent Personal Property Tax

Town Treasurer, Nancy Albrecht, reported on the ongoing effort to collect delinquent personal property tax. She reported outstanding interest and penalty in the amount of \$300 for vendor AT&T.

Discussion ensued on the matter. Motion by Meisenburg, seconded by Kulibert to forgo collection of the interest and penalty for this vendor. All in favor, motion carried.

8. Public Comments

Mr. Kevin Kaiser asked about Sellers Permits - previously mentioned during the process of approving Alcohol Beverage Licenses. Mr. Bolden clarified that Sellers Permits are issued by the Wisconsin Department of Revenue to/for establishments. Also, Chairman Meisenburg reported the Town of Friendship maintains one additional Alcohol Beverage License.

Chairman Meisenburg reported Fond du Lac County will be conducting a hazardous waste collection on August 7, 2021. Check the Fond du Lac County website for more information.

There being no further business, meeting adjourned at 8:10 pm. (Miller/Kulibert)

Meeting minutes from July 8, 2021

1. Call Town Board Meeting to Order

Chairman Jeff Meisenburg called the Town Board meeting to order at 7:30 pm.

PRESENT: Jeff Meisenburg, Erin Kulibert, Howard Miller, Glenn Bolden, Nancy Albrecht

Verification of public notice

2. Meeting Minutes

Motion by Miller, seconded by Meisenburg to approve the minutes of the June 10, 2021 Town Board meeting. All in favor, motion carried.

3. Treasurer's Report

Motion by Kulibert, seconded by Miller to approve the June 2021 report. All in favor, motion carried.

4. Payment of Bills

Motion by Miller, seconded by Kulibert to approve payment of monthly bills. All in favor, motion carried.

5. Public Comment on the Agenda – no comments received

6. Old Business

a) **Update Interior of Town Hall**

Town Chairman, Jeff Meisenburg, reported on the anticipated bid from a local contractor in August or September.

7. New Business

a) **Ordinance for Commercial Electrical Inspections**

Following the recommendation from the Planning Commission, motion by Miller,

seconded by Kulibert to adopt the ordinance for Commercial Electrical Inspections. All in favor, motion carried.

b) **American Rescue Plan Act**

Town Chairman, Jeff Meisenburg, reported on the recent federal funding of \$138,476.50. At this time, it remains unclear as to the complete list of approved uses. Discussion ensued.

Present for the meeting, State Senator Dan Feyen reported the funding must be used by end of 2024. Senator Feyen stressed his hope the guidelines will eventually include uses for

infrastructure and road maintenance. He recommended resources for municipalities: Congressman Glenn Grothman (due to the nature of the federal funding) and Wisconsin Towns Association. More information is expected soon.

8. Public Comments

Senator Feyen reported on the recent approval of the state budget. He reported on the tax cut for Wisconsin families in this budget and other important items to municipalities. Additionally, he reported all state personnel positions unfilled for two years or more have been eliminated in this budget.

There being no further business, meeting adjourned at 7:56 pm. (Kulibert/Miller)

Meeting minutes from August 12, 2021

1. Call Town Board Meeting to Order

Chairman Jeff Meisenburg called the Town Board meeting to order at 7:30 pm.

PRESENT: Jeff Meisenburg, Erin Kulibert, Howard Miller, Glenn Bolden, Nancy Albrecht

Verification of public notice

2. Meeting Minutes

Motion by Miller, seconded by Meisenburg to approve the minutes of the July 8, 2021 Town Board meeting. All in favor, motion carried.

3. Treasurer's Report

Motion by Kulibert, seconded by Miller to approve the July 2021 report. All in favor, motion carried.

4. Payment of Bills

Motion by Miller, seconded by Kulibert to approve payment of monthly bills. All in favor, motion carried.

5. Public Comment on the Agenda – no comments received

6. Old Business

a) **Update Interior of Town Hall**

No update to report.

b) **American Rescue Plan Funding**

No new information available at this time.

7. New Business

a) **Operator (Bartender) Licenses**

Motion Meisenburg, seconded by Kulibert to approve operator licenses from J's Food & Spirits: Madelyn Fritz; Amber Mondl; Chad Stahmann; Victor Wood. All in favor, motion carried.

b) **Bob/Kari Tschech N9572 Van Dyne Road – Fence Permit**

Following discussion of the Town Board, Mr./Mrs. Tschech and Town Permit Issuer, it was determined a fence permit is not required due to the configuration of said fence. If a fence can be walked around and does not enclose, no permit is required.

c) Justin Yang W7097 Cemetery Road – Chicken Permit

Motion Meisenburg, second by Kulibert to approve a chicken permit. All in favor, motion carried.

d) Cottage Land Road Work/Improvements

Town Chairman, Jeff Meisenburg, reported the road work/improvements are nearly complete with screenings needed on the side of road.

8. Public Comments

Mr. Randy Gyr reported trash/littering along Lincoln Road. Discussion ensued. Town Chairman, Jeff Meisenburg, stated the future use of signage prohibiting littering.

There being no further business, meeting adjourned at 8:03 pm. (Miller/Meisenburg)

Meeting minutes from September 9, 2021

1. Call Town Board Meeting to Order

Chairman Jeff Meisenburg called the Town Board meeting to order at 7:30 pm.

PRESENT: Jeff Meisenburg, Erin Kulibert, Howard Miller, Glenn Bolden, Nancy Albrecht

Verification of public notice

2. Meeting Minutes

Motion by Miller, seconded by Meisenburg to approve the minutes of the August 12, 2021 Town Board meeting. All in favor, motion carried.

3. Treasurer's Report

Motion by Miller, seconded by Meisenburg to approve the August 2021 report. All in favor, motion carried.

4. Payment of Bills

Motion by Kulibert, seconded by Miller to approve payment of monthly bills. All in favor, motion carried.

5. Public Comment on the Agenda – no comments received

6. Old Business

a) **Update Interior of Town Hall**

In October, a contractor is expected to tour town hall and assess the project.

b) **American Rescue Plan Funding**

New information became available on the funding. Review of that information should be complete prior to the next town board meeting.

7. New Business

a) **Request for Successor Agent – Wendt's on the Lake**

Ms. Linda Wendt submitted a request and necessary paperwork for Appointment of Successor Agent – Retail License Alcoholic Beverage for Wendt's on the Lake.

Motion by Meisenburg, seconded by Kulibert to approve Mrs. Ann Wendt-Cross as Agent for Wendt's on the Lake. All in favor, motion carried.

b) **CSM for Allen and Donna Hoerth Rev Tr**

Motion by Meisenburg, seconded by Kulibert to accept the planning commission recommendation and approve the Conditional Use of parcel #T111617200600100 – N8443 Van Dyne Road. All in favor, motion carried.

Motion by Meisenburg, seconded by Miller to approve the Certified Survey Map for parcel # T111617200600100. All in favor, motion carried.

c) **Bulk Waste – September 18**

Chairman Meisenburg reminded those in attendance of the Bulk Waste and Recycling Event set for September 18. Discussion ensued and Mr. Bolden stated the event flyer was posted on town boards and website.

d) **Shady Lane Cul-de-Sac**

Discussion ensued regarding the end of Shady Drive and the property owned by Mr. Ronald Triatik. Chairman Meisenburg set a date for a site visit.

8. Public Comments

Town Budget workshop set for October 12 at 6:00 pm.

Public Hearing for Town Budget set for November 9 at 7:30 pm.

There being no further business, meeting adjourned at 8:05 pm. (Miller/Kulibert)

Meeting minutes from October 14, 2021

1. Call Town Board Meeting to Order Chairman Jeff Meisenburg called the Town Board meeting to order at 7:30 pm. PRESENT: Jeff Meisenburg, Erin Kulibert, Howard Miller, Glenn Bolden, Nancy Albrecht Verification of public notice
2. Meeting Minutes Motion by Miller, seconded by Kulibert to approve the minutes of the September 9, 2021 Town Board meeting. All in favor, motion carried.
3. Treasurer's Report Motion by Kulibert, seconded by Miller to approve the September 2021 report. All in favor, motion carried.
4. Payment of Bills Motion by Miller, seconded by Kulibert to approve payment of the monthly bills. All in favor, motion carried.
5. Public Comment on the Agenda – no comments received
6. Old Business
 - a) Update Interior of Town Hall No new information to report.
 - b) American Rescue Plan Funding The Town Clerk reported on new information from the WI Dept. of Revenue - reference www.revenue.wi.gov/Pages/SLF/ARPA.aspx. In addition, a loss revenue calculator has been created by WI Towns Association and League of WI Municipalities. The use of this calculator will aid municipalities in determining loss revenue for 2020 and project future years.

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7. New Business
 - a) CSM for John and Kathy Mueller Motion by Miller, seconded by Kulibert to approve the Certified Survey Map for parcel # T111617211600800. All in favor, motion carried.
 - b) Resolution – Town of Friendship Ward Map Motion by Miller, seconded by Meisenburg to approve Resolution 01-2021 and to adopt the proposed ward map based upon 2020 census information. All in favor, motion carried.
 - c) Update on Town Ordinances No new information to pass at this time.
 - d) Shady Lane – Building in Easement Discussion ensued regarding the building in the easement and adequate space for the town plow truck. Chairman Meisenburg addressed options with regard to the building: 1) No action; 2) Raze the building per the Certified Survey Map; or 3) Research the possibility of adjusting property lines. All associated costs and fees including legal fees to be paid by the property owner. The Town Board will communicate with the property owner.
 - e) Jane Stotts – N7729 Lakeshore Drive – Driveway & Culvert Ordinance Mrs. Stotts addressed the Town Board on her lengthy and ongoing contact with the WI Department of Transportation (DOT) regarding the culvert at N7729 Lakeshore Drive. Discussion ensued between Mrs. Stotts and the Town Board. Following the discussion, Chairman Meisenburg stated he would follow-up with the WI DOT to discover additional facts in this case.
8. Public Comments Mr. Mick Becker reported on the Van Dyne Fire Department fiscal year: 236 EMS calls; 81 fire calls including six structure fires; 13 vehicle accidents. Personnel - 31 members and five cadets. The brush truck was sold for \$24,000 with \$12,000 each being returned to the Towns of Black Wolf and Friendship. There being no further business, meeting adjourned at 8:58 pm. (Kulibert/Miller)

Meeting minutes from November 11, 2021

1. Call Town Board Meeting to Order

Chairman Jeff Meisenburg called the Town Board meeting to order at 7:30 pm.

PRESENT: Jeff Meisenburg, Erin Kulibert, Howard Miller, Glenn Bolden, Nancy Albrecht

Verification of public notice

2. Meeting Minutes

Motion by Miller, seconded by Kulibert to approve the minutes of the October 14, 2021 Town Board meeting. All in favor, motion carried.

3. Treasurer's Report

Motion by Kulibert, seconded by Miller to approve the October 2021 report. All in favor, motion carried.

4. Payment of Bills

Motion by Miller, seconded by Meisenburg to approve payment of the monthly bills. All in favor, motion carried.

5. Public Comment on the Agenda – no comments received

6. Old Business

a) **Update Interior of Town Hall**

No new information to report.

b) **American Rescue Plan Funding**

No new information to report.

7. New Business

a) **Operator License - Alcohol**

Motion by Miller, seconded by Kulibert to approve the application for an operator license for Ms. Acacia Bevan – J's Food & Spirits. All in favor, motion carried.

b) **Update to Town Ordinances**

Chairman Meisenburg reported that half of the town ordinances remain in a PDF format and must be converted to a Word format prior to updating. Purchase of the appropriate software will be required to complete this project.

c) **Budget for 2022**

Motion by Kulibert, seconded by Miller to approve the Town Budget for 2022. All in favor, motion carried.

d) **Tax Levy for 2022**

Motion by Miller, seconded by Meisenburg to approve the Town Tax Levy for 2022. All in favor, motion carried.

8. Public Comments

Mr. Dale Gralapp proposed dissolving the Friendship Cemetery Association and the Town assuming management of the cemetery. Discussion ensued between the Town Board, Mr. Gralapp and others in attendance. A proposal was discussed combining Friendship Cemetery Association and Lakeview Cemetery Association. At this time, the Town has no action on this matter.

There being no further business, meeting adjourned at 7:57 pm. (Miller/Kulibert)

Meeting minutes from December 9, 2021

1. Call Town Board Meeting to Order

Howard Miller called the Town Board meeting to order at 7:30 pm.

PRESENT: Erin Kulibert, Howard Miller, Glenn Bolden, Nancy Albrecht

ABSENT: Jeff Meisenburg

Verification of public notice

2. Meeting Minutes

Motion by Miller, seconded by Kulibert to approve the minutes of the November 11, 2021 Town Board meeting. All in favor, motion carried.

3. Treasurer's Report

Motion by Kulibert, seconded by Miller to approve the November 2021 report. All in favor, motion carried.

4. Payment of Bills

Motion by Miller, seconded by Kulibert to approve payment of the monthly bills. All in favor, motion carried.

5. Public Comment on the Agenda – no comments received

6. Old Business

a) **Update Interior of Town Hall**

No new information to report.

b) **American Rescue Plan Funding**

No new information to report.

7. New Business

a) **Operator License - Alcohol**

Motion by Miller, seconded by Kulibert to approve the applications for operator licenses for Ms. Kimberly Brandt and Mr. Jody Schoen – Wendt's on the Lake. All in favor, motion carried.

b) **Update to Town Ordinances**

Howard Miller made a motion to table discussion to a future meeting.

c) **Fond du Lac County Sales Tax – Budgeting of Funds**

Motion by Miller, seconded by Kulibert to approve the allocation of \$26,197 for use toward road maintenance in 2022. All in favor, motion carried.

d) **N8059 Townline Road – Ordinance Violation**

Howard Miller made a motion to table discussion to a future meeting.

e) **Town Truck**

Town Clerk reported the claim for damage is being reviewed by the insurance adjuster and a determination expected soon.

f) **Town Maintenance Position – Sick Leave**

Howard Miller made a motion to table discussion to a future meeting.

g) **Subway Road Boat Launch Permit**

Motion by Miller, seconded by Kulibert to approve the permit. All in favor, motion carried.

h) **Liquor License – Poco Pizza**

Howard Miller made a motion to table discussion to a future meeting.

i) **Election Inspectors/Poll Workers for 2022/2023**

Motion by Miller, seconded by Kulibert to approve the list of election inspectors/poll workers provided by the Town Clerk. All in favor, motion carried.

8. Public Comments

No public comments.

There being no further business, meeting adjourned at 8:32 pm. (Miller/Kulibert)