

TOWN OF TWO RIVERS
BOARD OF SUPERVISORS
MINUTES JANUARY 13, 2020

7:30 P.M.

The January meeting of the Town of Two Rivers was called to order by Chairman Wilfert. Supervisors Wilfert and Petska along with the Clerk/Treasurer Timm were present. Supervisor Pohl was absent. The December minutes were read by Clerk Timm and then approved by a motion from Petska, seconded by Wilfert. Motion carried. According to Chapter 19.84 of the Wisconsin Statutes, the meeting notices were posted in designated places.

Public input session was opened and a call was made by Chairman Wilfert. Chairman Wilfert called three times and there being no public input, public input session was closed.

Operators License was presented for Rachel Hedman for Bar-None. A motion was made by Wilfert and seconded by Petska to approve and issue the license. Motion carried.

Reports were given by Highway Superintendent, Recycling Manager and Ambulance Board member, Constable and Fire Chief. It was noted in the discussion about road damage to Division Drive which will be covered by Brett Sinkula per our Highway Superintendent.

No board member communication or input.

Correspondence was read by Chairman Wilfert.

The vouchers were approved through a motion from Petska seconded by Wilfert. Motion carried.

Motion to adjourn made by Petska at 8:15pm and seconded by Wilfert, motion carried, meeting adjourned.

Respectfully submitted,

Bonnie Timm
Clerk/Treasurer

Authenticated by William Wilfert

TOWN OF TWO RIVERS
BOARD OF SUPERVISORS
MINUTES FEBRUARY 10, 2020

7:30 P.M.

The February meeting of the Town of Two Rivers was called to order by Chairman Wilfert. Supervisors Wilfert, Petska and Pohl along with Clerk/Treasurer Timm were present. The January minutes were read by Clerk Timm and then approved by a motion from Pohl, seconded by Petska. Motion carried. According to Chapter 19.84 of the Wisconsin Statutes, the meeting notices were posted in designated places.

Public input session was opened and a call was made by Chairman Wilfert. Chairman Wilfert called three times and there being no public input, public input session was closed.

Operators License was presented for Lindsey M. Genrich for Bar-None. A motion was made by Petska and seconded by Pohl to approve and issue the license. Motion carried.

Summary of costs and receipts were presented to supervisors for the remodeling of the building to house the revamped Brush Unit in the amount of \$8,164.04. A motion to approve and reimburse the Town of Two Rivers Firefighters was made by Petska and seconded by Wilfert. Motion carried with Supervisor Pohl abstaining. The Town wishes to thank the firefighters for all of their efforts in this project.

Spring Newsletter will be going out to town residents and tax payers which will include the information with regard to the Town Referendum on the ballot in April.

Reports were given by Highway Superintendent, Recycling Manager and Ambulance Board member. It was noted in the Highway Superintendent report of lights being stolen from barricades and have been replaced. Also a concern about a culvert on Johnston Drive will be added to the April agenda.

No board member communication or input.

Correspondence was read by Chairman Wilfert.

The financials and the vouchers were approved through a motion from Wilfert seconded by Pohl. Motion carried.

Motion to adjourn made by Wilfert at 8:25pm and seconded by Pohl, motion carried, meeting adjourned.

Respectfully submitted,

Bonnie Timm
Clerk/Treasurer

Authenticated by William Wilfert

TOWN OF TWO RIVERS
BOARD OF SUPERVISORS
MINUTES MARCH 9, 2020

7:30 P.M.

The March meeting of the Town of Two Rivers was called to order by Chairman Wilfert. Supervisors Wilfert, Petska and Pohl along with Clerk/Treasurer Timm were present. The February minutes were read by Clerk Timm and then approved by a motion from Petska, seconded by Pohl. Motion carried. According to Chapter 19.84 of the Wisconsin Statutes, the meeting notices were posted in designated places.

Public input session was opened and a call was made by Chairman Wilfert. Arik Hansen spoke on the possibility of the Town Board sending a letter of support for Manitowoc County being a Sanctuary City. Clerk Timm was instructed to send a letter of support to our Supervisors 21 and 22 for the Town in support of this. Wilfert called two more times and there being no more public input, public input session was closed.

Road Review date was set for the Town Supervisors to be held on Wednesday, March 25, 2020 beginning at 9am. Notice will be posted.

Decision was made to renew the Honda ATV license registration with the State of Wisconsin and this vehicle will be added to our insurance if it is not presently included.

Results of the MLS 90/10 grant application were discussed as follows: A decision was made after we were told that those grants were now reduced to 70/30 split and on the basis that we were also told that we did receive the 80/20 Bridge Grant for East Hillcrest, to go with the 80/20 grant. Contact was made with the Town of Mishicot and they were in concurrence with that decision. The 70/30 grant was not accepted due to the additional cost to each municipality.

Clerk Timm will contact Scott Tennesen to set the Open Book and Board of Review meetings and confirm with all supervisors along with posting the appropriate notices.

After discussion on Insurance Renewal for the Town with The Horton Group, a motion was made by Wilfert and seconded by Pohl to renew our insurance for 2020-2021. Motion carried.

Motion made by Wilfert and seconded by Pohl to approve an Operator's License for Brittany Penkwitz, motion carried.

Reports were given by Highway Superintendent, Recycling Manager and Ambulance Board member. It was noted in the Highway Superintendent report of lights being stolen from barricades and have been replaced. Also a concern about a culvert on Johnston Drive will be added to the April agenda.

A motion was made by Wilfert and seconded by Pohl to void old uncashed checks as recommended by the auditors and return those funds to the Miscellaneous Income account. Motion carried. (Amount totally \$723.48)

No board member communication or input.

Correspondence was read by Chairman Wilfert.

The financials were reviewed and placed on file with a motion from Pohl and seconded by Petska, motion carried.

A motion was made by Petska and seconded by Pohl to approve vouchers, motion carried.

Board member brought up a call from a resident with regard to ATV routes in the town and the decision still stands to not allow any routes in the Town of Two Rivers.

Motion to adjourn made by Pohl at 8:50pm and seconded by Petska, motion carried, meeting adjourned.

Respectfully submitted,

Bonnie Timm
Clerk/Treasurer

Authenticated by William Wilfert

TOWN OF TWO RIVERS
BOARD OF SUPERVISORS
MINUTES APRIL 13, 2020

7:30 P.M.

The April meeting of the Town of Two Rivers was called to order by Chairman Wilfert. Supervisors Wilfert, Petska and Pohl along with Clerk/Treasurer Timm were present. The March minutes were read by Clerk Timm and then approved with grammatical corrections by a motion from Pohl, seconded by Petska. Motion carried. According to Chapter 19.84 of the Wisconsin Statutes, the meeting notices were posted in designated places.

Public input session was opened and a call was made three times by Chairman Wilfert. Seeing none, public input session was closed.

Shane Black appeared in person to request a variance for road footage to split parcel number 018-121-012-001.00 currently owned by his father Clark Shoblaska into two parcels with 130 foot road frontage for each parcel. The current road footage for this parcel is approximately 260 feet. This would be a variance from our required 150 feet road footage. After discussion, a motion was made by Pohl and seconded by Wilfert to approve the variance. Motion carried. Clerk Timm was instructed to send a letter to Manitowoc County with our approval for this variance.

A motion was made by Pohl and seconded by Petska to approve resolution authorizing Manitowoc County to act as the project sponsor for the East Hillcrest Bridge replacement project, Bridge P-36-0134, project ID's #4305-03-00 design and #4305-03-71 construction. Motion carried.

Update was given to the board by Clerk Timm on the election with a total of 520 residents voting, 192 voting in person and 328 absentee voters casting their ballots. The absentee numbers included the 71 people that voted in early voting held on March 28, 2020. The referendum for the Town of Two Rivers passed with 359 yes votes and 125 no votes. This will become effective in April 2021.

Reports were given by Highway Superintendent, Recycling Manager, Constable/Fire Chief and Ambulance Board member.

No board member communication or input.

The financials were reviewed and placed on file with a motion from Petska and seconded by Wilfert, motion carried.

A motion was made by Petska and seconded by Wilfert to approve vouchers, motion carried.

Motion to adjourn made by Pohl at 8:30pm and seconded by Petska, motion carried, meeting adjourned.

Respectfully submitted,

Bonnie Timm
Clerk/Treasurer

Authenticated by William Wilfert

TOWN OF TWO RIVERS
BOARD OF SUPERVISORS
MINUTES MAY 11, 2020

7:30 P.M.

The May meeting of the Town of Two Rivers was called to order by Chairman Wilfert. Supervisors Wilfert, Petska and Pohl along with Clerk/Treasurer Timm were present. The April minutes were read by Clerk Timm and then approved with grammatical corrections by a motion from Pohl, seconded by Petska. Motion carried. According to Chapter 19.84 of the Wisconsin Statutes, the meeting notices were posted in designated places.

Public input session was opened and a call was made three times by Chairman Wilfert. Seeing none, public input session was closed.

Home owners Michael Krey and Cynthia Breunig addressed the Board for a variance on sightline requirements for a shed that was placed on the property. Homeowners have provided documents with measurements for the area. The Town Board, on their annual road review, inspected the parcel in question and found no obstruction of sight lines on County Road O. After discussion, a motion was made by Petska and seconded by Pohl to approve the variance request. Motion carried. Clerk Timm was instructed to send a letter to Manitowoc County with the approval for this variance.

A proposal for the purchase of a tabulator for the Town was presented and after discussion on how our ballots are now tabulated and the time that is involved, a motion was made by Wilfert and seconded by Pohl to approve the purchase of the DS200 Tabulator for elections presented by Clerk Timm at the cost of \$6935.00 with the training costs to be shared by Town of Two Rivers and Town of Gibson, who also purchased a machine. Motion carried.

Audit proposals were presented for the next three year term from Clifton Larson Allen (our current CPA) for \$6,000/\$6,200/\$6400 and Hawkins/Ash for \$8250/\$8500/\$8760. After discussion, a motion was made by Pohl and seconded by Petska to enter into the contract with Clifton Larson Allen. Motion Carried.

Clerk/Treasurer Timm reported that she will be attending the weeklong Clerks/ Academy put on by UWGD in July of this year. It will be online due to current COVID conditions and she announced that she was awarded a scholarship from the Wisconsin Municipal Clerks Association that will cover the cost of \$498.00 in full for the first year.

Supervisors were reminded about the Board of Review meeting on Tuesday, May 12, 2020 from 6pm to 8pm.

Reports were given by Highway Superintendent, Recycling Manager, Constable/Fire Chief and Ambulance Board member. Highway Superintendent Kobes reported that Scotts Construction will be redoing ½ mile of Woodland Drive and the Johnston Drive from Woodland to 310 at their cost due to the condition of deterioration on their prior work. Recycling Manager Kieckbusch reported an increase in use of the recycling center and the purchase of garbage bags.

No board member communication or input.

The financials were reviewed and placed on file with a motion from Petska and seconded by Pohl, motion carried.

A motion was made by Petska and seconded by Pohl to approve vouchers, motion carried.

Motion to adjourn made by Wilfert at 8:45pm and seconded by Pohl, motion carried, meeting adjourned.

Respectfully submitted,

Bonnie Timm
Clerk/Treasurer

Authenticated by William Wilfert

TOWN OF TWO RIVERS
BOARD OF SUPERVISORS
MINUTES JUNE 8, 2020

7:30 P.M.

The June meeting of the Town of Two Rivers was called to order by Chairman Wilfert. Supervisors Wilfert, Petska and Pohl along with Clerk/Treasurer Timm were present. The May minutes were read by Clerk Timm and then approved by a motion from Petska, seconded by Pohl. Motion carried. According to Chapter 19.84 of the Wisconsin Statutes, the meeting notices were posted in designated places.

Public input session was opened and a call was made three times by Chairman Wilfert. Seeing none, public input session was closed.

Discussion and consideration for approval of Resolution 2020-002 to Manitowoc County regarding forgiveness of interest on tax bills and extend collection date. A motion was made by Pohl and seconded by Petska to approve the Resolution and send a copy to Manitowoc County Treasurer. Motion carried by unanimous vote.

Discussion and consideration of approval of Ordinance 2020-001 on payment of bills for Town of Two Rivers. A motion was made by Petska and seconded by Pohl to approve and publish the ordinance to be effective when published. Motion carried unanimously.

Approval of the attached Beverage License Applications and Operators License. A motion was made by Pohl to approve the Retail Licenses and seconded by Wilfert, motion carried with Petska abstaining. A motion was made to approve all operators licenses except Dawn Bright by Wilfert and seconded by Pohl, motion carried with Petska abstaining. A discussion on new operator's license submitted by Dawn Bright and a motion to deny this application due to current and past court records was made by Pohl, seconded by Petska, motion carried.

Clerk Timm was instructed by a motion from Pohl and seconded by Petska to post Bid Notices on June 9, 2020 for 1.25 overlay for $\frac{3}{4}$ mile on Sunset Drive. Sealed bids are to be returned by 5pm on Tuesday June 16, 2020 to William Wilfert or Dalen Kobes and will be opened at 6pm on June 16, 2020. Motion carried.

Reports were given by Highway Superintendent, Recycling Manager, Constable/Fire Chief and Ambulance Board member. A motion was made to deny the request for the Town of Two Rivers Volunteer Fire Department to become a First Responder Medical Unit by Pohl and seconded Petska. Motion carried. Dick Franz was authorized to donate the Eliminator to the Two Rivers Farm Museum as it is no longer used and the museum made the request. A motion was made by Wilfert and seconded by Pohl to allow the Fire Department to use the Town pickup for hauling the pump. Motion carried.

No board member communication or input.

The financials were reviewed and placed on file with a motion from Pohl and seconded by Petska, motion carried.

A motion was made by Petska and seconded by Pohl to approve vouchers, motion carried.

Motion to adjourn made by Wilfert at 8:45pm and seconded by Pohl, motion carried, meeting adjourned.

Respectfully submitted,

Bonnie Timm
Clerk/Treasurer

Authenticated by William Wilfert

TOWN OF TWO RIVERS
BOARD OF SUPERVISORS
MINUTES JULY 13, 2020

7:30 P.M.

The July meeting of the Town of Two Rivers was called to order by Chairman Wilfert. Supervisors Wilfert, Petska and Pohl along with Clerk/Treasurer Timm were present. The June minutes were read by Clerk Timm and then approved by a motion from Pohl, seconded by Petska. Motion carried. According to Chapter 19.84 of the Wisconsin Statutes, the meeting notices were posted in designated places.

Public input session was opened and a call was made three times by Chairman Wilfert. Seeing none, public input session was closed.

After discussion, motion made by Pohl and seconded by Petska to approve a holding tank request from Westshore Sportsman Club replacing a septic system. Motion carried.

Approval of renewal of Operators Licenses for Jason Laurin, Ring of Fire and Stacey Such, Westshore and new Operators Licenses for Gregory Such and Bailey Page, Westshore. A motion was made by Pohl to approve all operators licenses and seconded by Petska, motion carried.

Motion was made by Pohl and seconded by Wilfert to accept the bid from Scotts Construction for road work on Sunset Drive from Crystal Springs Road to CTH VV, Melody Lane – 1150ft x 22ft without cul de sac and Daisy Lane – 1125ft x 22ft without cul de sac, applying a single hot oil Blackstone seal coat to each surface. Motion carried.

Motion made to purchase extending chain saw from Eis Implement for \$630.00 by Pohl and seconded by Petska, motion carried.

Motion made by Pohl and seconded by Petska to reimburse Highway Superintendent for remaining amount on phone \$84.00 and purchase new phone on payment plan. Motion carried.

Reports were given by Recycling Manager and Constable/Fire Chief. Chief Franz was authorized to donate the Eliminator to the Two Rivers Farm Museum as it is no longer used and the museum made the request. The museum may no longer be interested and then it will be up to the Chief's discretion to dispose of it.

No board member communication or input.

The financials were reviewed and placed on file with a motion from Pohl and seconded by Petska, motion carried.

A motion was made by Petska and seconded by Pohl to approve vouchers, motion carried.

Motion to adjourn made by Wilfert at 8:40pm and seconded by Pohl, motion carried, meeting adjourned.

Respectfully submitted,

Bonnie Timm
Clerk/Treasurer

Authenticated by William Wilfert

TOWN OF TWO RIVERS
BOARD OF SUPERVISORS
MINUTES
AUGUST 10, 2020

7:30 P.M.

The August meeting of the Town of Two Rivers was called to order by Chairman Wilfert. Supervisors Wilfert, Petska and Pohl along with Clerk/Treasurer Timm were present. The July minutes were read by Clerk Timm and then approved by a motion from Pohl, seconded by Petska. Motion carried. According to Chapter 19.84 of the Wisconsin Statutes, the meeting notices were posted in designated places.

Public input session was opened and a call was made three times by Chairman Wilfert. Seeing none, public input session was closed.

Highway 42 Resident did not show up.

Fire Chief Franz addressed the Board with regard to implementation of an internship program for High School students to work with the Fire Department to get them interested. Chief Franz will come up with a plan and Clerk Timm will check with the insurance/liability carrier for their input and report back to the Board for final decision.

Chief Franz also addressed the Board with a quote from Stock Mfg. for repair valves on Firetruck. Motion made by Pohl and seconded by Wilfert to approve the repair for the three valves at the total cost for all three of \$12,387.00. Motion carried.

Report was given by the Clerk on the preparation for the August 11, 2020 election with regard to absentee ballots and Covid-19 precautions.

Reports were given by Highway Superintendent, Recycling Manager and Constable/Fire Chief.

No board member communication or input.

The financials were reviewed and placed on file with a motion from Petska and seconded by Pohl, motion carried.

A motion was made by Pohl and seconded by Petska to approve vouchers, motion carried.

Motion to adjourn made by Petska at 8:45pm and seconded by Wilfert, motion carried, meeting adjourned.

Respectfully submitted,

Bonnie Timm
Clerk/Treasurer

Authenticated by William Wilfert

TOWN OF TWO RIVERS
BOARD OF SUPERVISORS
MINUTES
SEPTEMBER 14, 2020

7:30 P.M.

The September meeting of the Town of Two Rivers was called to order by Chairman Wilfert. Supervisors Wilfert, Petska and Pohl along with Clerk/Treasurer Timm were present. The August minutes were read by Clerk Timm and then approved by a motion from Petska, seconded by Pohl with a clerical correction from Shoto Mfg. to Stock Mfg. for repair valves. Motion carried. According to Chapter 19.84 of the Wisconsin Statutes, the meeting notices were posted in designated places.

Public input session was opened and a call was made three times by Chairman Wilfert. Seeing none, public input session was closed.

Motion by Pohl and seconded by Wilfert to approve Beverage Operator's License for Edward VanAntwerpen for Bar-None, motion carried.

Hillcrest Bridge meeting update with no change to timeframe, completion still slated for year 2023.

Budget discussion with the Public Budget meeting along with Tax Levy meeting set for Thursday, November 19 at 7pm. Discussion on suggestion to adopt a resolution to designate or assign funds to specific projects/purchase. Discussion on this will continue with Clerk/Treasurer speaking with our CPA for suggestions and reporting back to board.

Reports were given by Highway Superintendent, Recycling Manager and Constable/Fire Chief. Highway Superintendent stated he is working on the Woodland Drive road with the DNR and what can be done. Recycling Manager reported on the continued increase in users for both recycling and trash. Ambulance Board member reported that we should plan on the purchase of a new ambulance in 2022. Also, it was reported that there would be no per diem increase for 2021. Board discussed wanting to pay our share in full, when that time comes, so as not to incur any interest for us.

No board member communication or input.

The financials were reviewed and placed on file with a motion from Pohl and seconded by Petska, motion carried.

A motion was made by Wilfert and seconded by Petska to approve vouchers, motion carried.

Motion to adjourn made by Pohl at 8:30pm and seconded by Petska, motion carried, meeting adjourned.

Respectfully submitted,

Bonnie Timm
Clerk/Treasurer

Authenticated by William Wilfert

TOWN OF TWO RIVERS
BOARD OF SUPERVISORS
MINUTES
OCTOBER 12, 2020-corrected minutes

7:30 P.M.

The October meeting of the Town of Two Rivers was called to order by Chairman Wilfert. Supervisors Wilfert, Petska and Pohl along with Clerk/Treasurer Timm were present. The September minutes were read by Clerk Timm and then approved by a motion from Pohl, seconded by Petska, motion carried. According to Chapter 19.84 of the Wisconsin Statutes, the meeting notices were posted in designated places.

Public input session was opened and a call was made three times by Chairman Wilfert. Seeing none, public input session was closed.

Christine Schadrie addressed the Board with a request to approve a conditional use permit to operate an Air BnB/Vacation Rental at 10915 CTH O. After discussion, the Board, with a motion by Wilfert and seconded by Pohl, instructed Clerk Timm to send a letter of support/approval of this request to the Manitowoc Planning and Zoning. Motion carried.

Motion by Pohl and seconded by Petska to approve Beverage Operator's License for Rosalyn Gresk, motion carried. Application for Shayna Beaver was withdrawn by applicant.

Preliminary budget documents were given to all Board members with further discussion to be completed at the November meeting. Public Budget meeting along with Tax Levy meeting set for Thursday, November 19 at 7pm.

Motion made by Pohl and seconded by Petska to approve two additional election workers for the 2020-2021 election cycle. Those workers are Betty Amuzu and Dianna Fronk as presented by Clerk Timm. Motion carried.

Reports were given by Highway Superintendent, Recycling Manager and Constable/Fire Chief. Highway Superintendent stated he is working on the Woodland Drive road with the DNR and what can be done. Recycling Manager reported on the continued increase in users for both recycling and trash. Free Freon event netted only 17 units this year and as agreed we will send a check to Mark Herman for \$5.00 per unit, a total of \$85.00. Ambulance Board member reported that they have increased the per diem to \$4.00 per diem for 2021 which is a .50 increase. Also new tires will be needed for the loader/tractor.

No board member communication or input.

The financials were reviewed and placed on file with a motion from Petska and seconded by Pohl, motion carried. A motion by Petska and seconded by Pohl to do transfers of funds from unassigned to assigned funds as follows:

New Ambulance-\$50,000; Fire Department Outlay-\$100,000; Highway Outlay-\$100,000; Bridge Outlay-\$100,000 for a total transfer of \$350,000.00. Motion carried.

A motion was made by Petska and seconded by Pohl to approve vouchers, motion carried.

Motion to adjourn made by Wilfert at 8:32pm and seconded by Pohl, motion carried, meeting adjourned.

Respectfully submitted,

Bonnie Timm
Clerk/Treasurer

Authenticated by William Wilfert

TOWN OF TWO RIVERS
BOARD OF SUPERVISORS
MINUTES
NOVEMBER 9, 2020

7:30 P.M.

The November meeting of the Town of Two Rivers was called to order by Chairman Wilfert. Supervisors Wilferta and Petska along with Clerk/Treasurer Timm were present. Supervisor Pohl was excused. The October minutes were read by Clerk Timm and then approved by a motion from Petska seconded by Wilfert, motion carried. According to Chapter 19.84 of the Wisconsin Statutes, the meeting notices were posted in designated places.

Public input session was opened and a call was made three times by Chairman Wilfert. Seeing none, public input session was closed.

Final budget documents were given to all Board members. This will be presented at the public budget meeting along with Tax Levy meeting that is set for Thursday, November 19 at 7pm.

Reports were given by Highway Superintendent and Constable/Fire Chief. Chief Franz reported the potential of receiving an additional pumper that is larger than our current pumper as a donation to the Town with the donor requesting right of first refusal if/when the Town decides to no longer use this pumper. The Chairman and supervisors were all in favor of accepting this donation. Chief Franz will finalize the discussion with the donor and get all necessary documents. This truck was certified in 2019, but not used or certified in 2020, so Chief Franz will request certification in 2021. Clerk/Treasurer Timm will contact our insurance company to get insurance in effect as soon as we take possession.

The financials were reviewed and placed on file with a motion from Petska and seconded by Wilfert, motion carried.

A motion was made by Wilfert and seconded by Petska to approve vouchers, motion carried.

Clerk/Treasurer Timm reported to the board on the amount of County Bridge Aide that we will be receiving this far on Hillcrest Bridge. Also a request was made with regard to a run that will take place in 2021 along routes to include Viceroy Road. No additional documentation or approval is needed for this run.

Motion made to go into closed session pursuant to Sec. 19.85(1(c)) by Petska at 8:30pm and seconded by Wilfert, motion carried. Regular meeting adjourned and closed session was called to order. Closed session was adjourned by a motion from Wilfert and seconded by Petska at 8:45pm. Motion carried.

Respectfully submitted,

Bonnie Timm
Clerk/Treasurer

Authenticated by William Wilfert

TOWN OF TWO RIVERS
BOARD OF SUPERVISORS
MINUTES
DECEMBER 14, 2020

7:30 P.M.

The December meeting of the Town of Two Rivers was called to order by Chairman Wilfert. Supervisors Wilfert, Petska and Pohl along with Clerk/Treasurer Timm were present. The November minutes were read by Clerk Timm and then approved by a motion from Petska seconded by Pohl, motion carried. According to Chapter 19.84 of the Wisconsin Statutes, the meeting notices were posted in designated places and on the website.

Public input session was opened and a call was made three times by Chairman Wilfert. Seeing none, public input session was closed.

Jim Brandt on behalf of Gary and Ann Reinke addressed the Board for a variance request for setback for an addition of a sunroom on their home at 5507 CTH B. Documents were presented by Mr. Brandt that support the granting of this variance as it does not interfere with sightlines or other property. It is also in line with other out buildings on the property. A motion was made by Pohl and seconded by Petska to approve the variance and instructed Clerk Timm to draft a letter in support to be sent to the Manitowoc County Board of Adjustments. Motion carried.

A motion was made by Pohl and seconded by Petska to approve an Operator's License for Clara Keith for Bar-None. Motion carried.

Reports were given by Highway Superintendent, Recycling Manager and Constable/Fire Chief. Chief Franz stated the new pumper will be Engine #6. It has been registered and licensed by the State and will be put in operation as soon as all the equipment is transferred. Chief Franz also presented a media policy to the board that will be given to all firefighters which addresses the release of any information regarding fires or assist calls and the confidentiality of these calls. All firefighters will sign that they received and read this policy. Ambulance board member Kobes reported that there will be an increase to \$4.00 per capita for ambulance service in 2021 from Mishicot Ambulance.

The financials were reviewed and placed on file with a motion from Petska and seconded by Pohl, motion carried.

A motion was made by Petska and seconded by Pohl to approve vouchers, motion carried.

A discussion was held on employees wearing masks at the recycling center after a resident contacted Clerk Timm. It was recorded that the employees will NOT be required to wear masks as this is considered an open air facility and it is up to each employee as to if they wish to wear them. The Board feels strongly that due to the nature of this facility, it is not warranted.

Motion made by Pohl and seconded by Petska to adjourn the meeting at 8:10pm. Motion carried and meeting was adjourned.

Respectfully submitted,

Bonnie Timm
Clerk/Treasurer

Authenticated by William Wilfert