

Town of Niagara, Marinette County
Annual Meeting and Regular Town Board Monthly Meeting Minutes
April 16, 2024 at Niagara Town Hall, W6889 US Hwy 8

Agenda of Annual Meeting

- 1) Pledge of Allegiance
- 2) Call to Order and Roll Call – verify poll listing complete
 - a. The April 16, 2024 Annual Meeting was called to order at 6:01 PM. A quorum was met.
 - b. Present: Chairman Bob Butler, Supervisor Ron Neuens, Supervisor David Sanicki, Treasurer Debbie Emond, Clerk Sara Wentzel. Excused/Absent: None.
- 3) Approve/Amend agenda items for April 16, 2024 Annual Meeting
 - a. M/S: Neuens/Sanicki to approve the agenda for April 16, 2024 Annual Meeting. Voice votes taken; no negative votes. Motion passed.
- 4) Approve/Amend minutes for April 18, 2023 Annual Meeting.
 - a. M/S: Sanicki/Neuens to approve the minutes for April 18, 2023 Annual Meeting. Voice votes taken; no negative votes. Motion passed.
- 5) Public Comment
 - a. None.
- 6) Discussion Item Only: Zoning Change to Camping Ordinance.
 - a. Clerk Wentzel reviewed a communication from Zoning Administrator Grandaw (in his absence), which states that currently our stand-alone Camping Ordinance does not match up with our existing Zoning Ordinance in several areas, specifically as to which of our five (5) districts where camping is or is not allowed (e.g. R1, R2). This item was listed on the agenda for this evening to gain public insight from Township constituents. Chairman Butler has done some research across other townships' zoning ordinances, and would like the Planning Commission to draft clear, precise recommendations as to edits to the existing Camping and Zoning Ordinances so that they match and can be upheld. In the best interest of the Township, the Board wishes for a special Town Meeting to be held and notice be published for Tuesday, May 7, 2024 beginning at 6 PM to offer Township residents one last chance to submit their recommendations for edits to these specific ordinances before the Planning Commission proceeds. Clerk Wentzel will create and post an online form to the Township's website for constituents to complete with their recommendations, if they are unable to attend.
- 7) Discussion/Action Item: Proposed Referendum Question on November Ballot to Appoint Clerk Position.
 - a. Substantial numbers of municipalities across the state are moving the Clerk position from an elected to appointed office for many reasons. The Township enacted the appropriate ordinance through a referendum years ago to make this change for the Treasurer role. In order to make this change, a referendum question needs to be added to the ballot this November for Township constituents to vote and make the decision.
 - b. M/S: Sanicki/Neuens to approve the proposed referendum question on the November 5, 2024 ballot to seek appointment of the Town Clerk position. Voice votes taken; no negative votes. Motion passed.
- 8) Discussion/Action Item: Annual Financial Report presented by Treasurer Emond.
 - a. M/S: Neuens/Sanicki to approve the Annual Financial Report as presented. Voice votes taken; no negative votes. Motion passed.
- 9) Adjourn Annual Meeting
 - a. M/S: Neuens/Sanicki to adjourn the meeting at 6:32 PM. Voice votes taken; no negative votes. Motion passed.

Respectfully submitted by:



Sara Wentzel, Clerk

Bob Butler, Chairman

Ron Neuens, Supervisor

Dave Sanicki, Supervisor

Agenda of Town Board Meeting

- 1) Call to Order and Roll Call.
 - a. The April 16, 2024, Monthly Board Meeting was called to order at 6:33 PM. A quorum was met.
 - b. Present: Chairman Bob Butler, Supervisor Ron Neuens, Supervisor David Sanicki, Treasurer Debbie Emond, Clerk Sara Wentzel. Excused/Absent: None.
- 2) Approve / Amend agenda items for April 16, 2024 Town Board Meeting.
 - a. M/S: Neuens/Sanicki to approve the agenda for April 16, 2024 regular Town Board Meeting. Voice votes taken; no negative votes. Motion passed.
- 3) Approve / Amend minutes from March 19, 2024 Town Board Meeting.
 - a. M/S: Neuens/Sanicki to approve the minutes from March 19, 2024 regular Town Board Meeting. Voice votes taken; no negative votes. Motion passed.
- 4) Treasurer's Report presented by Treasurer Emond.
 - a. Income for March equaled \$1,715.87. Expenditures for March equaled \$14,135.25.
 - b. M/S: Sanicki/Neuens to approve Treasurer's Report as presented by Treasurer Emond. Voice votes taken; no negative votes. Motion passed.
- 5) Public Comment; non-discussion from Board.
 - a. Bruce LaLiberte emailed Clerk Wentzel and Chairman Butler with an update re: flagpole at Town Hall. Home Depot will be putting in brick around the flagpole, to the sidewalk and to the building. This is part of their veterans program, and the Township was selected for this project the Summer of 2024. Home Depot provides the brick and labor, and thus determines the brick pattern. The flagpole itself will be taken down by Road Chief and crew to be painted, then reinstalled. Mr. LaLiberte also says that the Legion will cover the cost of paint, new rope and new flag. A small pole will also be added for a POW flag.
- 6) Discussion / Action Item: Zoning change to Camping Ordinance.
 - a. Discussion: As per the discussion under tonight's Annual Meeting, the Board would like the public to have one more opportunity to provide recommendations for edits to the Camping and Zoning Ordinances (with regards to camping). This opportunity will be at a special Town Meeting on Tuesday, May 7, 2024 beginning at 6 PM. In addition, Clerk Wentzel will create a form to be posted on the Town's website to help residents submit their recommendations if they are not able to attend the meeting.
 - b. M/S: Sanicki/Neuens for a special Town Meeting to be held beginning at 6 PM on Tuesday, May 7, 2024 when public recommendations will be gathered (no action by Board to be taken) on edits to be proposed to the existing Camping and Zoning Ordinances (related to camping). Voice votes taken; no negative votes. Motion passed.
 - c. Status: In Progress.
- 7) Discussion / Action Item: Hiring of Temporary Seasonal Help (Age 16-17).
 - a. Discussion: Clerk Wentzel obtained a job description from the City of Niagara regarding temporary seasonal help (age, wage, hours) as a template for the Township to consider in moving forward with hiring individuals to assist the Road Chief and crew with various tasks

including crack sealing. Clerk Wentzel also confirmed with Rural Mutual that we can hire as young as age 16 for this type of position. The City of Niagara provided insight that they offer a wage of \$15.00/hour for the first season of employment, and increase to \$16.00/hour if the individual returns the following season.

- b. M/S: Neuens/Sanicki to approve job posting and recruitment of two (2) seasonal temporary crew members at \$16.00/hour to assist the Road Chief as needed. Voice votes taken; no negative votes. Motion passed.
 - c. Status: Complete.
- 8) Discussion / Action Item: Request to Renew Appointment of Joe Geldmeyer and Neil Johnson to the Board of Appeals.
- a. Discussion: None.
 - b. M/S: Sanicki/Neuens to renew appointment of Joe Geldmeyer and Neil Johnson to the Board of Appeals. Voice votes taken; no negative votes. Motion passed.
 - c. Status: Complete.
- 9) Discussion / Action Item: Request to Renew Appointment of Bobby Lancour to the Member-at-Large.
- a. Discussion: None.
 - b. M/S: Neuens/Sanicki to renew appointment of Bobby Lancour to the Member-at-Large. Voice votes taken; no negative votes. Motion passed.
 - c. Status: Complete.
- 10) Discussion / Action Item: Request to Renew Appointment of David Sanicki, Karen Klenke and Lisa Fox to the Planning Commission.
- a. Discussion: None.
 - b. M/S: Neuens/Sanicki to renew appointment of David Sanicki, Karen Klenke and Lisa Fox to the Planning Commission. Voice votes taken; no negative votes. Motion passed.
 - c. Status: Complete.
- 11) Discussion / Action Item: Request for Approval of Class B Liquor, Beer Licenses from Dana Devine, The Country Bar, LLC.
- a. Discussion: The Town Board has received a request from Dana Devine, new owner of The Country Bar, LLC (formerly Bob's Country Bar) for a Class B Liquor License and Class B Beer License.
 - b. M/S: Neuens/Sanicki to approve request of a Class B Liquor License and Class B Beer License for Dana Devine, The Country Bar, LLC. Voice votes taken; no negative votes. Motion passed.
 - c. Status: Complete.
- 12) Discussion / Action Item: Request from Ashly Nelson for Bouncy House Use During Hall Rental.
- a. Discussion: Clerk Wentzel received a hall rental contract from Ashly Nelson for Saturday, May 4, with an intent to utilize a "Bouncy House" during the event. Upon review of the matter and referencing past meeting minutes, such requests have been denied by the Board for safety reasons. Clerk Wentzel contacted Rural Mutual to see if our policy provides coverage for it; Rural said no coverage.
 - b. M/S: Sanicki/Neuens to deny request from Ms. Nelson to have a "Bouncy House" on site for an event at the Town Hall on May 4, 2024, citing no coverage under Township insurance and for safety.
 - c. Status: Complete.
- 13) Road Chief's Report as submitted/presented by Chairman Butler in Road Chief Romuald's absence.
- a. Patching being done around Township.
 - b. Recent storm debris removal and clean-up.

- c. The John Deere loader appears to be acting up at the moment, not performing as it should (lack of power). Ken and the crew will do what they can to see if it can be fixed in-house.

14) Planning Commission Report.

- a. No update; Mr. LaLiberte absent.

15) Zoning Administrator's Report as presented by Clerk Wentzel in Mr. Grandaw's absence.

- a. 0 permits were issued in March.

16) Lake Shannon Report as presented by Bob Butler.

- a. No update.

17) Multi-Jurisdictional Court Report as presented by Bob Butler.

- a. Next Meeting: April 23, 2024.
- b. New issue on County O concerning human garbage. Chairman Butler has gone to the residence numerous times in-person without any answer. Chairman Butler will have Clerk Wentzel send a certified letter outlining the appropriate action to be completed by the residence owner.

18) Announce next monthly meeting: Tuesday, May 21, 2024, 6:00 PM at the Niagara Town Hall.

19) Adjourn

- a. M/S Neuens/Sanicki to adjourn the meeting at 7:13 PM. Voice votes taken; no negative votes. Motion passed.

Respectfully submitted by:



Sara Wentzel, Clerk

Bob Butler, Chairman

Ron Neuens, Supervisor

Dave Sanicki, Supervisor

Annual Town Meeting - April 16, 2024

	Name	Fire Number and Steet Name
1	Dana Devine	1317 Cleveland St.
2	JOSEPH GELDMEYER	W6746 GELDMEYER RD
3	PAUL D MILLRINGER	W6554 CHAPMAN RD
4	Juli Berra	N22760 Timitaq Rd
5	Robert Butler	N22760 Timothy Rd
6	RONALD Newens	N21334 West Rd
7	David Sanicki	N21983 bar Low Lake Rd.
8	Sara Wentzel	Welleo Chapman Rd
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Town of Niagara
 Marinette County
 Annual Report

31-Dec-23

Receipts

41320 · Pmt in-lieu of Tax (PILT)	\$1,695
41800 · Int & Penalties on Taxes	
43410 · Shrd Rev, PP Aid, Comp Aid, VSP	\$30,328
43420 · State Fire Insurance Tax	\$3,321
43531 · Gen. Transportation Aids	\$172,297
43545 · Recycling Grant	\$383
43650 · Forest Crop/MFL County	\$13,520
43690 · Other State Pmt, Grants, Aid	
43781 · Co Forest Timber Sales	\$29,662
44000 · General Property Tax Coll	
41110 · General Property Tax Coll	\$56,716
41112 · Delinquent PP Tax Collect	
41113 · Lottery Credit Rec'd	\$3,847
41150 · Private Forest Crop Taxes	\$20,297
44003 · Personal Property Tax	\$10,511
Total 44000 · General Property Tax Coll	
44100 · Business/Occ. Licenses	
44101 · Operator & Liquor License	\$1,169
44103 · Franchise Fees	\$2,696
Total 44100 · Business/Occ. Licenses	
44200 · Dog Licenses	
Dog License Fee	
44201 · Dog License Refund	
44200 · Dog Licenses - Other	\$38
Total 44200 · Dog Licenses	
44300 · Building Permits/Inspect.	\$1,847
44400 · Zoning Permits and Fees	\$769
46100 · Copies, rpt. fees, etc.	\$75
46220 · Fire Sign Sales	\$475
48110 · Interest Income	\$10,108
48200 · Rent Income	\$4,600
48303 · Sale of Hwy Equip.	\$3,450
48307 · Sale of Recyclable Items	\$2,839
48309 · Sale of Other Equip/Prop.	\$740
48430 · Insurance Recoveries	\$10,559
49400 · Sale General Fixed Asset	\$4,625

Total

386,607

Expenses

51100 · Legislative	
51101 · Chairman Salary	
Payroll Expense - Chairman	\$386

Wages - Chairman	\$5,047
Total 51101 · Chairman Salary	
51102 · Supervisor #1 Salary	
Payroll Expense - Supervisor #1	\$247
Wages - Supervisor #1	\$3,230
Total 51102 · Supervisor #1 Salary	
51103 · Supervisor #2 Salary	
Payroll Expense - Supervisor #2	\$247
Wages - Supervisor #2	\$3,230
Total 51103 · Supervisor #2 Salary	
51105 · Board Publishing Exp	\$558
51106 · Wis Towns Assoc. Dues	\$1,237
51107 · Meeting Supplies	\$12
51108 · Meetings and Travel	\$1,073
Total 51100 · Legislative	
51200 · Judicial Costs	
51201 · Municipal Court Judge	\$500
51202 · Municipal Court Clerk	\$500
51203 · Municipal Court Expenses	\$1,384
Total 51200 · Judicial	
51400 · Administration Costs	
51420 · Clerk Salary	
Payroll Expense - Clerk	\$847
Wages - Clerk	\$11,306
Total 51420 · Clerk Salary	
51422 · Office Supplies	\$4,032
51440 · Election Wages	\$2,458
51441 · Other Election Costs	\$1,431
51450 · Education	\$610
51460 · Postage	\$390
51400 · Administration Costs - Other	-\$67
Total 51400 · Administration Costs	
51500 · Financial Administration	
51519 · Tax Prep/Coll by County	\$2,182
51520 · Treasurer's Salary	
Payroll Expense - Treasurer	\$482
51520 · Treasurer's Salary - Other	\$6,300
Total 51520 · Treasurer's Salary	
51530 · Assessor Contract	\$6,315
51531 - Assessing Expenses	\$409
51500 · Financial Administration - Other	
Total 51500 · Financial Administration	
51600 · Town Hall Expenses	
50164 · Town Hall Cleaning Exp	\$755
51601 · Town Hall Heating (#2)	\$2,876
51602 · Town Hall Elec.&Phone	\$2,287
51603 · Hall Maintenance Supplies	\$235
Total 51600 · Town Hall Expenses	
51938 · Town Insurance	\$4,174

52200 · Fire Protection(City)	\$23,127
52300 · Niagara Rescue Donation	
52609 · Emergency Communications	
52900 · Purchase Fire Signs	-\$150
Total 52609 · Emergency Communications	
53000 · Highway Expenses	
52100 · CDL/Drug Screen	\$518
53200 · Highway Insurance	\$8,601
53300 · Highway Salary	
Payroll Expense - Highway	\$5,391
Wages - Highway	\$69,689
53300 · Highway Salary - Other	\$75,080
Total 53300 · Highway Salary	
53301 · Maintenance Salary	
Payroll Expense - Maintenance	
Wages - Maintenance	
Total 53301 · Maintenance Salary	
53311 · Hwy and St Maint (Local)	\$49,940
53315 · Highway & Street Construc	
53330 · Highway and Streets	
53351 · Shop Utilities	\$5,380
53352 · Snow & Ice Removal	\$11,090
53353 · Materials/Blacktop Repair	\$12,545
53354 · Equipment Maintenance	\$11,209
53355 · Garage & Shop Supplies	\$5,077
53356 · Gas, Oil, Lube	\$13,950
53361 · Pit Run Gravel	\$6,000
53362 · Road Signs	\$2,255
53420 · Street Lighting	\$274
53500 - Other Exp	\$300
57331 · Equipment Purchase	\$98,605
Total 53000 · Highway Expenses	
53100 · Admin for Hwy & Streets	
53631 - Solid Waste Removal	
53635 · Recycling Expense	\$919
54100 · Animal Control	\$10
55200 · Niagara Park & Rec	\$3,000
56900 · Zoning	
56910 · Zoning Adm Salary	
Payroll Expenses - Zoning	\$205
Wages - Zoning	\$2,673
Total 56910 · Zoning Adm Salary	
56920 · Zoning Expense (other)	\$180
Total 56900 · Zoning	

Total

395461.9

Change in Fund Balance

-8,855

	Fund Balance 12/31/2022	378902
	Fund Balance 12/31/2022	370,047
Checking Account		25220
Money Market		444944
ARPA Account		932
CD Nicolet Bank		14400
CD Forward Financial		28615
Savings Forward Financial		19
Petty Cash		200
	Balance Liab/Equity 12/31/2023	514330
	Payroll Taxes Owed in Jan 2024	-1891
	Prop tax pd in 23 for 24	-142350
	Fund Balance 12/31/2023	370089