



Town of Centerville

Manitowoc County

Web Address: www.townofcenterville.us e-mail: Centerville@tds.net

MINUTES 2023 TOWN BOARD MEETING

Thursday, August 10, 2023

The monthly meeting of the Town of Centerville took place on Thursday, August 10, 2023 at Lakeshore Technical College, Manitowoc Room, Cleveland, Wisconsin. Agendas for the meeting were posted accordingly. In attendance were Chairman Brian Kraemer, Supervisor Jerry Vogel, Supervisor Wayne Schuette JR, Clerk Paulette Vogt, Treasurer Cynthia Kraemer, Zoning Administrator Russ Tooley, and Assessor Joe Denor. Chairman Brian Kraemer called the meeting to order. The Pledge of Allegiance was said by all.

A motion was made to approve the agenda by Supervisor Jerry Vogel with a 2nd from Supervisor Wayne Schuette. Motion carried.

A motion was made by Supervisor Jerry Vogel and 2nd by Supervisor Wayne Schuette to approve the minutes of the previous meetings. Motion carried.

Public Input: Several residents questioned the board about building permits for existing and new structures. Inquiries about what the procedure is for the building inspector and the building codes. Chairman Brian Kraemer will look further into this matter.

Another resident addressed a litter problem with litter being thrown in people's yards and what could be done, if anything, about the same.

Treasurer's Report: The Board reviewed the treasurer's and clerk's bank reports. Everything was in order.

Clerk Report. After some discussion, Supervisor Jerry Vogel made a motion to approve the Temporary Class B Liquor License for Lakeshore Natural Resource Partnership and the operator's license for Zachary Mancheski at Packer Inn. Supervisor Wayne Schuette 2nd the same. Motion carried.

Assessor: Assessor Joe Denor read thru the recent sales and assessments. He stated that the Personal Property Tax will not be a charge anymore.

After some discussion, Supervisor Jerry Vogel made a motion to approve the Revaluation Market Adjustment Contract for \$12,000.00 with a 2nd from Supervisor Wayne Schuette. Motion Carried. This revaluation will be done in 2024. Assessor Joe Denor stated that all new photos will be taken. He also stated that notices will be sent out 30 days before the Board of Review date.

Zoning Administrator:

Chairman Brian Kraemer stated that Zoning Administrator Russ Tooley has agreed to stay on with being the Town's Zoning Administrator.

Zoning Administrator Russ Tooley reported:

There were two Building Permit requests this month.



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A building permit was issued to Maple Leaf Dairy for a Solids Pad and a 2nd building permit for Maple Leaf Dairy for a bunker repair.

I received a building permit request from Mike Pelzel at 15814 Lakeshore Road for a garage remodel/expansion. It turns out that the current garage is a nonconforming building because it is on an A4 parcel without a house. After some legal assistance Mr. Pelzel was contacted and asked that his request be modified to include a layout showing where a new single-story home of 1,100 sq feet could be constructed and where on the parcel he will be placing the remodel/expansion. This will ensure that the parcel remains suitable for a home at some future date and meet current A4 requirements.

Private junk at Dale Testrote's property along Jefferson Street remains a concern. He claims no knowledge of any D&B Metals junk on his property. He also claims that he has had the entrance locked for at least three weeks so there is no new junk at the property. I reminded him that operating a junk yard at the property is illegal. I also told him that private junk requires fencing such that neighbors cannot see any of the junk. As for the fencing, I told him that he needed fencing along the east side and anywhere along the south for an east-west fence such that the junk could not be seen by the neighbors. He indicated that he has about 60 ton of salt toward the far southern end of the property that is covered by a black tarp. I said this would be ok without a fence. I said I needed a plan from him showing where he would be placing the fences, what they would look like, and a BP for the fence by next Wednesday or we would have to take other action. The neighbor property to the south is very high, so fencing is going to be difficult and Mr. Testrote acknowledged that.

A P&Z meeting is scheduled for August 30, 2023 with possible agenda items including: ATV's on Town Roads, a Comprehensive Plan Discussion, and possibly moving to County Zoning. In addition, and over several meetings, I would like to ask the P&Z members to watch 3 videos from the Town's Association totaling an hour describing the role of the Plan Commission.

We should consider updating our 20 Year Comprehensive Plan. With the Board's approval I would like to make inquiries to Bay-Lake Regional Planning on their availability, cost estimates, time estimates, and update date requirements. The Plan is a critical component to land use decisions (rezones). However, as we are also considering a possible move to County Zoning, this whole process for a Comprehensive Plan might be unnecessary. Another variable here is that our Farmland Preservation authority was issued in 2015 and I believe it will have to be updated by 2025. The last update required about a year of work from P&Z. This too will be unnecessary with County Zoning.

P&Z is recommending that our Short-Term Rental license be modified to: remove events from the text, increase the current \$150 to \$200, temporary lodging arrangements are not included, and notify neighbors before a license is approved.

P&Z is also recommending that our ordinance covering Conditional Use permit (CUP) requests be modified so that the Planning and Zoning Commission hear these requests instead of the Board of Appeals. P&Z would make a recommendation to the Town Board for final decisions.

Zoning Administrator Russel Tooley has now made the ordinances change and is asking that the Board put these changes on the September agenda.



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Chairman Brian Kraemer stated that the Public Hearing for the Code of Ordinances will be September 14, 2023 at 6:00 p.m. before the September monthly board meeting. He also stated that the Federal Procurement Policy that was adopted should be added to the Code of Ordinances at the hearing.

Chairman Brian Kraemer further stated that the Board of Appeals challenge hearing will be August 29, 2023 at 11:30 a.m. in Branch 2 at the Manitowoc County Courthouse.

Law Enforcement Officer: Law Enforcement Larson reported that he had one call about 2 steers that were loose and roaming on Centerville Road. A citation will be issued. This has been an ongoing problem.

Law Enforcement Larson stated that he will be attending a meeting with the County about citations and instructions with issuing the same.

Law Enforcement Larson questioned about the ordinance with lawn growth. The Town Board informed Mr. Larson that there is an ordinance with weeds on a property but not grass. If the yard consists of tall weeds, then it is a public nuisance. If it is just tall grass, then it is not a public nuisance.

Road Report:

Chairman Kraemer reported that the chip sealing is done for the Town.

Manitowoc County has done the milling on South Union Road by North Avenue and will be blacktopping soon.

The milling on West Washington has been completed and Northeast Asphalt will be paving the town's portion when they do the paving for the Village of Cleveland.

He also reported that Subsurface Inc. will be taking care of the lining of some culverts starting in September. There were no bids received for replacement of culverts so the projects will be re-bid in early spring for completion in 2024.

A report that Pete from Pete's Trucking has the brush cutting done and that he did some extra cutting where there were wild parsnips on Fiedler Road and South Fischer Creek Road. Pete will be starting final grass mowing sometime in September.

South Cleveland Road is becoming a site problem with the abundance of trees. Chairman Brian Kraemer will look into this problem.

Chairman Kraemer further stated that he is working on a road grant at this time for a portion of Westview Road and is working with JT Engineering on the application. The preliminary application will be ready in early September, the application due date is in mid-October.

Address signs were purchased for new residents.

Recycling Report. No report.

Approval of Check Register and Checks: Checks were approved by a motion from Supervisor Jerry Vogel and 2nd by Supervisor Wayne Schuette. Motion carried.



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Communications: None

The next board meeting will be Thursday, September 14, 2023 at 6:00 p.m. beginning with the public hearing.

Without further business to complete, the meeting adjourned at 7:06 p.m. with a motion made by Supervisor Wayne Schuette and a 2nd from Supervisor Jerry Vogel. Motion carried.

Respectfully submitted,
Paulette Vogt, Clerk

DRAFT