



# Town of Centerville

Manitowoc County

Web Address: [www.townofcenterville.us](http://www.townofcenterville.us) e-mail: [Centerville@tds.net](mailto:Centerville@tds.net)

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## PUBLIC HEARING MEETING

Thursday, September 14, 2023

Chairman Kraemer opened the Public Hearing Meeting prior to the monthly meeting of the Town of Centerville to hear any and all persons interested in the proposed modification to Town Ordinances. The changes would update Short Term Rental License requirements, Conditional Use Permit applications, and adds a Federal Procurement Policy to the Code of Ordinances.

**PUBLIC INPUT:** A resident from the Village of Cleveland had a question about annexation of some land from the Town of Centerville and driveway access from County XX for the Village of Cleveland. Chairman Kraemer stated that the access is controlled by Manitowoc County Highway Department and prior inquiries indicated that an access road would not be permitted on County XX for a development on that land.

With no other public input, Chairman Kraemer closed public input.

A motion to close the Public Hearing was made by Supervisor Jerry Vogel and 2nd by Chairman Brian Kraemer. Motion carried.

## MONTHLY MEETING 9-14-2023

The monthly Board meeting took place on Thursday, September 14, 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, and Zoning Administrator Russ Tooley. The Assessor Joe Denor was excused. 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 2<sup>nd</sup> by Supervisor Wayne Schuette to approve the minutes of the previous meetings. Motion carried.

Public Input: Several residents questioned the board about who was responsible for inspections of commercial buildings in the Town. The Zoning Administrator noted that Tyler LeRoy was working with an architect and the architect stated that the building did not qualify as a commercial building. Chairman Kraemer stated that he will check on this. Another resident questioned about a description of a sound barrier. Chairman Kraemer noted that both parties would like to solve the question on the sound barriers. After much discussion, Chairman Kraemer stated a meeting would be scheduled for the town board to view and make decisions on the sound barrier, fencing and other conditions of the conditional use permit. The board was made aware of a pothole on North Avenue just East of the village boundary. With no further public input, Chairman Kraemer closed public input at 6:31 p.m.



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Approval of Ordinance Changes. A motion was made by Supervisor Jerry Vogel and 2<sup>nd</sup> by Supervisor Wayne Schuette to accept the changes to the Short Term Rental License requirements, the Conditional Use Permit applications, and adding a Federal Procurement Policy to the Centerville Code of Ordinances. Motion carried.

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

Clerk Report. The Clerk reported that she is working on the grant for the Express Vote machine. She further reported that the Town has received the grants for the .gov domain, and the absentee envelopes.

Assessor: No report

Zoning Administrator: (Russ Tooley's report)

There were three Building Permit requests this month.

A BP was issued to Tyler LeRoy for hand railings, A BP was issued to Mike Petzel for a shed, and a BP was issued to Patrick Landgraf for a deck and patio door.

A Road Opening permit was issued to NSight Teleservices for boring under Westview to replace a cable. And a culvert permit was issued to Peter and Barb Yankunas.

Glen Green is requesting a Short-Term Rental License for property at 12409 Lakeshore Road; Brian Eby is requesting a Short-Term Rental License for property at 16507 Lakeshore Road. After reviewing the applications, the applications are complete and I ask that they be approved.

I did inspect the private junk at Dale Testrote's property along Jefferson Street. It remains a concern. The private junk seems to be newly organized, but new barrels were noted. I told him that they need to be removed and that I would be back Saturday to confirm the removal. He will be constructing a 5 foot east-west berm across the property and put a six foot fence on top. This will shield the private junk. He has begun the moving dirt and making holes for posts, but I have not yet received a building permit request. He is also planting trees and have the property surveyed.

I talked to the neighbor who is complaining about the private junk. He wants a "Dead End" sign at the beginning of Lakeshore Road, however, there already is a dead-end sign there. I believe we should add another "Dead End" sign and remove the two at the end of Jefferson to just a left turn with a similar right turn for going south. The residents think they have a private road, but it is public.

The P&Z commissioners meet August 30. The commissioners watched a 20-minute video from the Towns Association about P&Z responsibilities. There are two more videos which will be viewed at future meetings. They discussed the 20 Year Comp Plan and would like to meet with Bay-Lake to make a plan of updating. Bay Lake has agreed to send a representative for planning purposes at the next P&Z meeting. The commissioners also are recommending that the Town allow ATV on Town roads. I will work on a possible ordinance and bring that to the Town Board at a future meeting. The commissioners also discussed the pros and cons for County zoning replacing our local zoning. This will be further



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discussed at a future meeting, although the general feeling was a reluctant “yes” for moving to County zoning.

I have a P&Z meeting scheduled for October 26 at 6:30. Possible agenda items include: County zoning, Bay Lake comp plan, allows new houses less than 1, 100 square feet, further restrict Short Term Rentals, a Fixed evening every month for P&Z (except Jan and July) and video training.

I went back and put all of the permit activity on a spreadsheet going way back to 2012 hoping that it might be helpful in looking at a possible move to County zoning. The spreadsheet facilitates deciding what permits might be made easier or eliminated. Our Building Permit is really straightforward when compared to other towns. We simply charge \$4/\$1,000 of project cost with a \$20 minimum. I like that but residents might prefer a fixed cost per project (new home, shed, accessory building, garage, etc.) I hope to sit down with Brian and discuss the possibilities on what future zoning administer responsibilities might look like. County zoning will simplify zoning responsibilities, reduce P&Z/BOA responsibilities and reduce some costs.

## BOARD OF APPEALS CHALLENGE UPDATE:

Chairman Kraemer noted that new court date is October 26 at 11:30 am. The County Judge recommended he would like to see mediation and negotiation between the parties involved in this matter to try to settle this before the court date.

## APPROVE 2023 SHORT TERM RENTAL LICENSES:

Supervisor Jerry Vogel made a motion to approve the Short-Term Rental License for 16507 Lakeshore Road, Cleveland, WI 53015, Brian Eby, and 12409 Lakeshore Road, Cleveland, WI, 53015, Glenn Green. Supervisor Wayne Schuette 2<sup>nd</sup> the motion. Motion carried.

## VILLAGE OF CLEVELAND ANNEXATION

A vote will be taken at the September 19, 2023 Village Board meeting concerning the annexation of the property West of Westview and South of Bonde’s for a construction of a medical facility.

Law Enforcement Officer: Constable Larson reported that he met with Officer Koenig on how to fill out citation books, file them, and send them to the County. Constable Larson further stated that he issued a citation to the person with continuing roaming cow issues. Constable Larson attended the County’s Constable meeting on September 7, 2023. At that meeting it was stated that many other municipalities use different municipal courts as these courts are more receptive with small issues. The revenue from a citation would then be issued to the Town instead of to the County if the Town were to use these other courts. Constable Larson lastly reported that the County is in dire need of volunteers to deliver meals on wheels to area residents. If anyone would be interested, they should contact the County concerning this.

## Road Report:

Chairman Kraemer stated that milling was done at Union Road by County XX and was blacktopped. Shouldering was done by the county on the West side, but not on the East as it was a small area that bordered a resident’s lawn. Pete will put gravel on to support the road there. The center striping is



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completed which consisted of about 6 ½ miles. And lastly, the West Washington project is waiting to be completed until the village is ready to blacktop their portion.

Chairman Kraemer reported that he now has the application for the road grant. The engineer came up with 2 miles of road that could be blacktopped. Chairman Kraemer stated that there are other grants that could be obtained and also stated that the Town is in rotation for the TRIP program this year. He further stated that we could apply for a grant for Centerville Road.

Pete from Pete's Trucking mentioned various spots he had been looking at for maintenance. Pete will also be doing roadside mowing and tree trimming. Pete will also take care of the pothole on North Avenue.

Recycling Report. No report.

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

Communications: There will be a WTA meeting in Two Creeks on September 21, 2023. Chairman Kraemer will be attending the Fall Workshop in Fond du Lac on September 25, 2023.

Chairman Kraemer and Supervisor Schuette will let the Clerk know the dates they will be attending the Convention so that registration can be done.

A special Town Meeting is slated for Monday, September 18, 2023 at 4:00 p.m. to make a walk thru on property lines concerning sound barriers for the conditional use permit.

The next board meeting will be Thursday, October 19, 2023 at 6:00 p.m.

Without further business to complete, the meeting adjourned at 7:20 p.m. with a motion made by Supervisor Wayne Schuette and a 2<sup>nd</sup> from Supervisor Jerry Vogel. Motion carried.

Respectfully submitted,  
Paulette Vogt, Clerk