

**VILLAGE OF MILLTOWN
REGULAR VILLAGE BOARD MEETING
JUNE 9, 2025
Meeting Minutes**

• **6:00 p.m. VILLAGE BOARD MEETING**

CALL MEETING TO ORDER: Meeting was called to order at 6:00 p.m. by Village President, Larry Kuske.

ROLL CALL: Present: Joe Castellano, Mitchell Galle, Les Sloper, Aaron Zbleski and Larry Kuske. Absent: John Sorenson and Henry Studmann Also Present: Boyd Heilig, Mike Nutter, Shaun Thayer, Bonnie Carl, Diana Virkus, and Amy Albrecht.

APPROVAL OF MINUTES: A unanimous Zbleski/Sloper motion approved the minutes of the May 12, 2025 meeting.

APPROVAL OF AGENDA FOR JUNE 9, 2025, VILLAGE BOARD MEETING: A unanimous Castellano/Galle motion approved the agenda for tonight's meeting as prepared and presented.

COMMENTS/SUGGESTIONS FROM PRE-REGISTERED CITIZENS:

- a. Milltown resident, Lucy Melin, 206 Ranger Court, was in attendance in regards to continued dog complaints regarding her neighbor. It was stated that Lucy has submitted multiple dog complaints of a 1-1/2 year time span, however, according to Milltown Village Ordinance, it is required that two (2) formal written dog complaints need to be received within 30-days in order for the Police Department to address the matter. Lucy agreed she will submit written dog complaints according to the ordinance.

TAX REFUND REQUEST: Justine Lehmann, 217 2nd Avenue SE, and Village Assessor, Randy Prochnow, were in attendance to discuss the property 2025 assessment change. Justine submitted a request of a refund for tax year(s) 2021, 2022, 2023, and 2024 due to her stating her home has been assessed inaccurately since 2021. Randy stated that this properties assessment has stayed the same since 2021 until this year's revaluation, which was discussed at the April 10, 2025 Board of Review, and the assessment was decreased. Randy stated the only item that has changed, regarding the assessment, is it was listed as a 2-bathroom home, and it is a 3-bathroom home; however, it was agreed upon to decrease the assessment accordingly.

LIBRARY REPORT: Library Director, Bonnie Carl, was in attendance to review May, 2025, Library reports and events.

POLICE REPORT:

- a. Chief Thayer updated the board on lawn letters and the properties that the Village hired to do the lawn care, which the resident owner will be invoiced for.
- b. Two additional non-registered vehicle citations for the second month in a row, and will continue to do so until the vehicles are registered or removed.
- c. Chief Thayer updated the board that Half Moon Beach bathroom vandalism continues. Cameras were installed for exterior visual. Vandalism seems to be occurring over the weekend. Officer Thompson patrols the area multiple times during the nights and weekends. It was discussed possibly installing motion-sensor faucets to prevent flooding.

PUBLIC WORKS REPORT:

- a. A unanimous Castellano/Zbleski motion denied second driveway request for 104 Bering Street due to storm sewer age and locations concerns. Mike Nutter was going to speak with the property owner to offer alternate driveway suggestions.
- b. Mike discussed sidewalk replacement on Main Street from 49 Main Street W to Milltown Avenue; estimate came in at \$11,000.00 with Randy Giller. Mike has need received any other responses for bid requests *(item tabled to July 14, 2025 meeting)*.
- c. Hydrant replacement and valve replacement(s) *(item tabled to July 14, 2025 meeting)*.
- d. CMAR report due June 30, 2025. Mike did not receive the notice of the report availability via email. The report is required to be completed before passing the resolution. A special meeting was set for Tuesday, June 17, at 6:00 p.m., at the Milltown Village Office.
- e. Mike discussed a concern from the afternoon of Friday, June 6, 2025, regarding employees burning rubber behind Rockshield causing large amounts of black smoke. Mike then spoke to the Rockshield supervisor; and was then contacted by the company owner, Gabe Feuerhelm. Gabe stated that this is something Rockshield has been doing once a month for 10 years. Chief Thayer stated he spoke with Gabe as well. Chief Thayer stated he did not know the legalities of the matter. It was stated by the board that this is perhaps a DNR matter.
- f. A unanimous Zbleski/Galle motion approved Mike Nutter's family parking a camper on Dancer Street for two days during his mother's estate sale.
- g. Trustee Aaron Zbleski asked if road patching is completed for the year, raising concerns in front Elite. Mike stated the pot-holes will be filled with cold mix.
- h. Trustee Aaron Zbleski asked when speed bumps were to be installed. Mike stated the signs went up and they will be installed this week.
- i. Trustee Aaron Zbleski stated he has received complaints regarding the Iron Horse fence and the privacy material being installed making it unsightly.

CLERK/TREASURER REPORT:

- a. A unanimous Zbleski/Galle motion approved 2025-2026 Licensing Year for Operator License applications.
- b. A unanimous Castellano/Sloper motion approved 2025-2026 Licensing Year for Intoxicating Liquor & Beer applications.
- c. A unanimous Castellano/Sloper motion approved 2025-2026 Licensing Year for Cigarette & Tobacco Products applications.
- d. A unanimous Castellano/Zbleski motion approved Pay Request #5, Albrightson Excavating for Tiger Street in the amount of \$189,060.22.

OLD BUSINESS:

- a. No Community Center project updates at this time, pending awaiting information on grant application *(item to remain on agenda through completion)*.
- b. Milltown Village Ordinance Updates *(to remain on agenda through completion)*:
 - I. Storage Containers-duration of a time frame (six months, no longer than 12 months); material (poly structures included as long as it remains non-tattered); permits and amount (yes, permits required for time-stamping purposes, fee set at \$25.00); container required to be set on slab, repair of damaged lawn (discussed this does not need to be included); and exemption for zoning codes (yes, for General Industrial and Highway/General Commercial).
 - II. Keeping of Poultry-Trustee Mitchell Galle research keeping of chickens requires 3-5 sq. feet per chicken; poultry license application required; neighbor approval form not required; chickens must be fenced in and not free range; letter will need to be sent to

current chicken holders to notify of new ordinance and the effective date; annual permit fee with a set-up inspection fee; tri-fold of chicken ordinance will be included in the utility bill.

NEW BUSINESS:

- a. Appointed Forester, Trustee Les Sloper, provided a list of concerns of dead trees on residential properties that prove to be a safety concern. Diana Virkus explained the ordinance states that after requesting the property owner to remove the tree with a 30-day notice to comply, the board could order the work to be completed and then invoice the property owner. It was discussed that this could pose a large financial burden on residents. It was decided that Amy Albrecht would send letters to the list of residents to make recommendation to remove the trees, including a copy of the ordinance. Diana Virkus stated she will check with other municipalities as to how they handle this matter and follow up with the board.
- b. Pay rate for appointed forester position (*tabled to July 14, 2025 meeting pending Diana Virkus inquiring other municipalities compensation*).
- c. A unanimous Castellano/Zbleski motion approved bid in the amount of \$436.00 from Blue Line Painting and Remodeling for the painting of the Melgren Field Ballpark bathroom building.
- d. Complaint regarding new fence at 402 Main Street W. was discussed. It was decided that Amy Albrecht is to write a letter to the property owner addressing the complaint and requesting to straighten the fence poles, fix corners, and tighten the fence material, and provide a copy of the ordinance. It was asked that this ordinance be added to the ordinance book update(s) to review fence materials.

CONSENT AGENDA: A unanimous Zbleski/Galle motion approved General check #34105 through #34168; manual checks as presented on the check register; and payroll check #1154, and payroll voucher #V1637 through #V1661.

CLOSED SESSION: A unanimous Zbleski/Galle motion moved the meeting into closed session.

RECONVENE INTO OPEN: A unanimous Sloper/Galle motion approved reconvening into open session.

MATTERS OF CLOSED SESSION:

- a. A unanimous Sloper/Zbleski motion denied tax refund request submitted by Justine Lehmann, 217 2nd Avenue SE.
- b. A unanimous Zbleski/Galle motion approved increasing the business loan borrowing capacity from \$50,000.00 to \$75,000.00 per loan.
- c. Decision that Milltown Village is not interested in selling reserve liquor license.

ADJOURN: A unanimous Sloper/Zbleski motion made to adjourn.

Respectfully submitted this 13th Day of June, 2025

Amy Albrecht
Milltown Village Clerk/Treasurer
Milltown, WI