

TOWN OF PACKWAUKEE
TOWN BOARD MEETING MINUTES
Tuesday, June 10, 2025, at 6:00 p.m.

Please note: Meeting minutes are subject to the approval of the town board at the next monthly meeting.

Call to Order

Pledge of Allegiance was said

In attendance: Lance Achterberg, Adam Schuh, Vikki Trimble, Judi Nigbor, Keith Bagley

Tara Schuh - Town Clerk, Jeri Showers - Town Treasurer

Packwaukee Community members

- 1) Motion by Trimble to approve minutes from the Town Board meeting of May 13, 2025, 2nd by Nigbor. All in favor and motion passed.
- 2) Clerk's report was read:
 - a) Montello School District request to attend a town board meeting will be on the July or August agenda.
 - b) The clerk informed the board about the Sunlight Report request for meeting agendas.
 - c) Discussion about where to record "lottery credit" and board indicated to put under "governmental expenses"
- 3) Treasurer's report was read.
 - a) Adam Schuh asked about spending ARPA money and discussion occurred about the potential of obligating funds elsewhere. Adam Schuh will look into this.
 - b) Adam Schuh asked about relocating all expenses to the credit card versus ACH transactions.
- 4) Library report: Director was not present and Town Clerk distributed upcoming library programs to the board.
- 5) Citizen's inquiries and concerns - Time for citizens to bring up issues for a future meeting or discuss items on this agenda.
 - a) Discussion about how to get a "dump sticker" as not everyone is available on Saturday mornings. Discussion about other supervisors or the clerk having access to hand out dump stickers. Discussion about the website not being up to date on town dump information and Achterberg indicates he will follow up with this with Courtney Trimble, who oversees the website to update hours, how to get a dump sticker and preview anticipated use during the upcoming July 4th weekend.
 - b) One attendee had a concern about legally required notices being on the town hall door and is it a fire hazard and concern about not being able to see out the door.
 - c) Street signs to direct people to park or Vet's Memorial: Achterberg indicates this is on hold as we need to wait for the County to be able to provide these.
 - d) A note from a constituent in support of Lakeview Campground and Bar being issued a liquor license from the Town.
- 6) Fire District report
 - a) Discuss and act on updating town ordinance per town attorney direction: Achterberg indicates we are waiting on follow up from the attorney.
- 7) Licenses
 - a) Discuss and act on 2025-2026 Liquor License requests:
 - i) Motion by Bagley to approve all three Class B Combination Liquor and Beer Renewal applications for Crossroads Chateau, Winger Starlite Lodge and Rodney Hall - DBA

- Trading Post. 2nd by Trimble. All in favor and motion passed.
- ii) Motion by Schuh to deny Class B liquor license for Lakeview Campground and Bar due to the fact there are no licenses available, 2nd by Trimble. All in favor and motion passed.
 - iii) Motion by Bagley to approve Class B Beer license for Lakeview Campground & Bar, 2nd by Schuh. All in favor and motion passed.
 - iv) Motion by Bagley to approve Class C Wine license for Lakeview Campground & Bar, 2nd by Trimble. All in favor and motion passed.
 - v) Motion by Trimble to approve non intoxicating beverage licenses for Crossroads Chateau, Winger Starlite Lodge, Rodney Hall - DBA Trading Post and Lakeview Campground and Bar, 2nd by Bagley. All in favor and motion passed.
 - vi) Motion by Bagley to approve cigarette license for Rodney Hall - DBA Trading Post, 2nd by Trimble. All in favor and motion passed.
- b) Discuss and act on Operator's License requests: Motion by Trimble to approve all operator license requests as presented, 2nd by Bagley. All in favor and motion passed.
- c) Discuss and act on Packwaukee Historical Society Temporary Beer License request: Motion by Trimble to approve temporary beer license for Historical Days and waive application fee, 2nd by Schuh. All in favor and motion passed.
- d) Discuss and act on License fee updates to town ordinance: Motion by Schuh to postpone this agenda item for next month's meeting. 2nd by Bagley. Achterberg asked the Clerk to help look through ordinances and pull out any license applications that have fees associated with it. All in favor and motion passed.
- 8) Recycling Center
- a) Discussion about the recycling center being closed and closing early. Schuh asked that communication occur so we can ensure that it is broadcast as best as possible such as Facebook and town website. Achterberg will inform as soon as he is aware.
 - b) Discussion about speed bumps at the recycling center. Schuh will follow up on cost estimates.
- 9) Cemetery
- a) Discuss Trimble's findings of review of posts along roads at cemetery: no updates provided.
- 10) Roads
- a) Most work was patching potholes.
 - b) Any brushing on 10th would need to be discussed during the budget workshop.
 - c) Potholes on 11th were mentioned, as well as "Curve" sign on Liberty, with no follow up indicated
- 11) Town Hall, Park, Flags, Boat Landings, Christmas Decorations
- a) Discuss and act on garage roof replacement: Bagley is still working on quotes.
 - b) Discussion about boat launch kiosk and if we could use the kiosk instead at the town hall for postings.
 - c) Motion by Nigbor to accept quote from Your Right Hand Cleaning by Jennifer Pierce for weekly cleaning at \$60 per week, 2nd by Trimble. All in favor and motion passed.
 - d) Motion by Schuh to approve deep cleaning at \$30 per hour by Your Right Hand Cleaning, not to exceed 10 hours. Schuh amended the motion to include a one time fee of carpet cleaning for \$100. 2nd by Trimble. Discussion about taking out of the fund for janitorial. All in favor and motion passed.
 - e) Bathroom signs: Schuh will purchase bathroom signs that do not identify "male" or

“female” making both bathrooms gender neutral.

12) Packwaukee Land Use Planning Commission: no updates

13) Lake Commission Reports

- a) Buffalo: no updates except note about upcoming meeting being on Thursday
- b) Emery: no updates
- c) Williams
 - i) Confirm plan for paving: Nigbor indicated she met with Brian from the Highway Department at Williams Lake. While Brian was there, residents of Williams Lake informed Brian that residents were not satisfied with the work done. Schuh indicated that although residents are frustrated, the county should move forward with paving the top and the slope. Nigbor will inform Brian to move forward.

14) Old Business

- a) Status of Veteran’s Memorial repaint: Bagley indicated he will be picking up materials this week.
- b) Town Hall Water Filter Update: Bagley still needs to complete electrical work. Bagley indicates upon further review, the Town should hire an electrician. Bagley and Achterberg will both get quotes and report next month.
- c) Solar speed signs update: Schuh indicated he has reached out several times about not receiving the solar panels in initial shipment. The company indicates they are coming. Schuh indicates the signs can’t go up until the solar panels arrive. Schuh and Brian from the Highway Department are going on Thursday to get recommendations of where to put the speed signs (this was a request by Brian). Schuh reported on the data collected by Williams Lake and the average speed was 24 mph.
- d) Update on property at N3430 State Street clean up: No updates from Corp Counsel and current Corp Counsel has resigned.
- e) Town Hall door locks update: no updates
- f) Coat rack updates: Showers brought product to tonight’s meeting so now Schuh will work to install.
- g) Boat launch Kiosk signage update – Bagley to review: no updates
- h) Follow up on update of Noxious Weeds list: Discussion occurred with no recommendations to update Noxious Weeds at this time. The Board will reconsider in January of 2026.
- i) Discuss and act on Compliance with Wisconsin Act 235 form for Catalis Tax: no updates
- j) Discuss and act on approved motion of Numbering of Supervisor seats: Motion by Schuh to number seats according to odd/even years of seat election; therefore, Bagley’s current seat would be Supervisor 1, Nigbor’s current seat would be Supervisor 3, Schuh’s current seat would be Supervisor 2 and Trimble’s current seat would be Supervisor 4. No 2nd and motion failed. Trimble then re-introduced motion as stated by Adam Schuh, 2nd by Schuh. All in favor and motion passed.

15) New Business: no updates

16) Upcoming Meetings and Events

- a) Board of Review (Packwaukee Town Hall): June 18, 2025, from 4 to 6:00 p.m.
- b) Town Board Meeting: July 8, 2025

17) Sign Vouchers and Checks

18) Adjournment: Achterberg adjourned meeting.

Respectfully submitted by: Tara Schuh, Town Clerk