



MEETING AGENDA

**Town of Peshtigo Board Meeting/Annual Meeting
Tuesday, April 18, 2023 at 7 p.m.**

TOWN ANNUAL MEETING at 7 p.m. with TOWN BOARD MEETING to follow.

STATE OF WISCONSIN, Town of Peshtigo, Marinette County
Peshtigo Town Hall, W2435 Old Peshtigo Road, Marinette, Wisconsin

This meeting is open to the public with Zoom availability via the following link pending any connectivity issues outside of the Town Board's control:

Zoom link: <https://zoom.us/j/9085572288?pwd=L082R1lqRmtCZEUyYjBnTHNPWFZBZz09>

Meeting ID: 908 557 2288. **Passcode:** 571842. **Phone Call-in:** 312-626-6799

NOTE – only in-person attendees will be able to vote during the Annual Meeting.

- 1) Call to order
- 2) Pledge of allegiance
- 3) Roll call
- 4) Verification that proper notice was given
- 5) Agenda approval
- 6) Chair announcements
- 7) Public Comment (*state your name & address, limited to 3 minutes*)
- 8) Treasurers Report/Investment Report/Budget YTD vs Actual/Budget Amendments
- 9) Approve Vouchers & Payments of Bills
- 10) Department Head Reports (in-person)
 - a. Fire Department
 - b. Constable

Consider for approval and/or action:

- 11) Acceptance Clerk Resignation & Appointment of Interim Clerk
- 12) Appointment of Vice Chairperson
- 13) Review Committee Designations & Participants with possible action:
 - a. Standing Committee – Buildings & Grounds
 - b. Standing Committee – Recycling Center
 - c. Standing Committee – Roads & Ditches



- d. Ad hoc Committees – Capital Improvement Plan, CDBG-CV, Finance, Personnel, Policy, Public Projects, Technology, Water
 - e. Board of Appeals
 - f. Plan Commission
- 14) Review former Clerk documented duties/hours beyond contractual requirements to determine legitimacy of additional compensation as approved on 4/12/23 with possible action
- 15) Review Town Insurance Proposal as presented by Rural Mutual and possible additional proposals with possible action
- 16) Fire Classroom Renovations including but not limited to asbestos testing and flooring removal, carpet installation with possible action
- 17) Roof Replacement discussion with possible action
- 18) Part-time Roads/Maintenance Position discussion with possible action
- 19) Information gathering, letters/emails informing of Board transition, discuss next steps with possible action:
- a. Town Attorney
 - b. Strand Engineering (Utility District)
 - c. MSA Professional Services (CDBG)
 - d. Grant & Eisenhofer (legal team)
 - e. Delmore Consulting (roads consultant)
 - f. Thriving Earth Exchange Program (grant writers)
 - g. WDNR
 - h. Senator Tammy Baldwin (federal grant funds)
 - i. WDOA (CDBG)
 - j. Tyco/JCI
 - k. Any other notifications needed.
- 20) WTA Workshops
- a. Board of Review Training for Board Members
 - b. Spring Town Official Workshops



c. PFAS in Wisconsin

21) Approval of Combined Proclamation for 75th Anniversary Emergency Squad

22) Upcoming Events:

- a. 5/3/23 DNR Listening Sessions at 12 p.m. & 5 p.m. at NWTC
- b. 5/12/23 Spring Clean-up Day at Recycling Center 8 a.m. – 1 p.m.

23) Next Regular Board Meeting: Tuesday, May 16, 2023 at 7 p.m.

24) Motion to Adjourn

Cindy Boyle, Town Chair 4/14/23

Any person who has a qualifying disability as defined by the Americans with Disabilities Act who requires the meeting or materials at the meeting to be in an accessible location or format must contact either the Town of Peshtigo office at 715-582-4332, W2435 Old Peshtigo Road, Marinette, Wisconsin 54143 or the respective committee/meeting chairperson as soon as possible so any necessary arrangements can attempt to be made to accommodate each request. Respective Committee Chair contact information can be found at townofpeshtigo.org



Town of Peshtigo
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TREASURER'S REPORT

3/31/2023

MONTHLY ACTIVITY	2/28/2023	3/31/2023
BMO Checking Account *7013	\$ (17,318.19)	\$ (180.56)
BMO Platinum MM *6811	241,724.90	140,798.72
PNB Checking - CDBG	5.00	5.00
BMO Payroll Checking *7734	10,741.70	12,314.48
Change Fund	215.00	215.00
Receipts		135,295.49
Voided, see attached		2,259.23
Disbursements		(219,770.49)
Transfers		
Undeposited Funds-Deposit in Transit	-	-
TOTALS	\$ 235,368.41 \$ (82,215.77)	\$ 153,152.64

LOCAL INVESTMENTS

	Due	2/28/2023	3/31/2023
Stephenson National (FD)	11/22/2023	\$ -	\$ -
Stephenson National (RD)	11/22/2023	158,644.36	158,644.36
Stephenson National (CO)	11/22/2023	105,762.89	105,762.89
			<u>\$ 264,407.25</u>

LOCAL GOVERNMENT INVESTMENT POOL (LGIP)

	2/28/2023	3/31/2023
Fire Dept. Equip.	\$ 245.28	\$ 248.00
Roads	130,899.63	132,348.59
Capital Outlay-Mach. & Equip.	116,915.03	118,209.19
Recycling	11,279.81	11,404.66
ARPA	287,719.75	268,707.28
TOTAL		<u>\$ 530,917.72</u>

TOTAL INVESTMENTS 795,324.97

TOTAL CASH & INVESTMENTS \$ 948,477.61

**Town of Peshtigo Fire Department Report to the Town Board
April 18, 2023**

9 Calls since the March 21, 2023 Monthly Town Board meeting:

3/24/23	U.S. Hwy 41 at CTH T Intersection, Vehicle Crash
3/25/23	Schacht Rd at U.S. Hwy 41 exit ramp, Vehicle Crash
3/31/23	U.S. Hwy 41 north of CTH Y, Vehicle Crash
4/1/23	N1970 Hale Rd., Downed Powerlines and Tree in Road
4/1/23	N1846 County Rd. BB, Downed Tree in Road
4/7/23	510 Aubin St, Peshtigo, House Fire (MABAS Assist)
4/12/23	U.S. Hwy 41 Schacht Rd NB On-Ramp, Grass Fire
4/13/23	W1219 County Rd. B, Motorcycle vs. Truck Crash
4/14/23	W1611 County Rd. B, EMS Lift Assist

Apparatus and Equipment Status:

- Intermittent trouble codes on E-207 are being addressed by Franks Repair.
- Several burned out lights have been replaced on E-207.
- Polaris UTV has started jumping it's track sprockets. Taking it into Cozzy's this week for repair.
- A new door opener has been installed over one overhead door to replace an original unit.

Training:

- One member (James Matthews) completed a weekend Shipboard firefighting training class in Sturgeon Bay.
- Two members (Kass and Matthews) attended Railcar Incident Response training in Quinnesec.
- Three members (Monnette, Dohl, DeForge) are attending a six-night ICS-300 Incident Command System training class in Oconto.
- Engine Pumping/Drafting training was conducted last Monday at the Little River Boat Launch - 12 firefighters attended.

Fund Raising / Other:

- A very successful Fish Fry was held at the Moose Lodge on Wednesday, April 5th with \$1,365 raised.
- Spring gun raffle tickets are sold out. Drawing will be held on May 1st.
- Thank you to all town residents who dropped donations into the boot or purchased raffle tickets while voting on April 4th. Donations totaled over \$612.
- Special Thanks to MJB Industries and Mike Biehl for an \$8,000 donation to be used for the purchase of new portable radios.
- Resolute Forest Products donated \$3,000 in recognition of our response to October's fire in Menominee.
- Donations from additional local businesses this month to help sponsor prizes for our fund-raising events include Johnston Furnace, The Windjammer and Cegelski & Cegelski.

Personnel:

- Maxwell (Max) Heckel has been hired as a probationary firefighter pending his completion of medical testing and initial firefighter training in Green Bay.
- Darius Dohl has submitted his resignation effective April 23rd. He has been hired as a firefighter with the City of Marinette.
- Our current roster stands at 22 volunteer firefighters.

Mike Folger
Fire Chief

Constable Report for March 2023

- 1) One complaint of dog running @ large, owner was given copy of the ordinance from the Town of Peshtigo.
- 2) Complaints of litter in ditches and neighbors yard. Owner said he will take care of problem.
- 3) Met with Sheriff Deputy Brad Wiese concerning property owner who has abandoned the farm property. A caretaker was given responsibility of the animals and was told that he must maintain proper food and shelter, and prevent animals from running at large as well as proper shelter and food for a dog left on the property.

Ed Dory 4-17-23

RECEIVED

MAR 23 2023

1 of 2

TOWN OF PESHTIGO

Date: 3/23/2023

Dear Town of Peshtigo Board,

Please accept this letter as my 2 week notice of leaving.

My final day of work will be Thursday April 13th, 2023 contingent on an exit interview.

Before my exit I will do whatever is necessary to ensure a smooth exit process.

I am very grateful for the opportunity I had to work here and I would like to thank you for your trust and confidence.

Sincerely,

Denise Wiedemeier

See attached document

Denise Wiedemeier

RECEIVED

MAR 23 2023

TOWN OF PESHTIGO

Date: 3/23/2023

Dear Town of Peshtigo Board,

I'm giving my two weeks notice, and the reason why I'm leaving is Scott Beatty and Jennifer Friday.

A little history on how we got here.

On January 6th, 2023, Scott Beatty submitted challenge paperwork in an attempt to remove 2 candidates from the ballot for the spring election. Unbeknownst to me, Scott secretly recorded the conversation where he handed in the paperwork which verifies that I never administered an oath. During the entire investigation, I have been bullied, harassed, told to fuck off and pressured to give them open records during non-business hours.

In the first 5 days of the challenge, I put in 54 hours researching and filling out paperwork. No one ever tried to challenge candidates before in Marinette County so Kathy Brandt could not help me. As a new clerk, it was a lot to take on. The weird thing is that the paperwork Scott Beatty felt was incorrect had been previously accepted by former Clerk Cobie, who Scott works to endorse on media and signage. Scott put in appeals not only to the Town Clerk's office but to the State of Wisconsin Election Commission. In March, all the appeals were denied. This process took two months time away from my office duties and me assisting the town board for which I was hired.

During those two months, I have been harassed and bullied not only in the town office but on social media and Facebook community pages.

After the February incident I did seek a harassment order and it was denied by the judge. That decision was difficult as this is a public building. During the judge's final statement regarding her decision, she stated I was an elected clerk, and anytime you run for an elected position, sadly this is what you leave yourself open to. Because she was rendering the decision, I could not inform her that the Town Clerk's position was and still is appointed. I agree with the Judge's statement, but I did not have my name on the ballot. The judge looked right at Scott and Jennifer, and she "expressed" how disgusted she was with their conduct and to think long and hard before they post anything like this again because she didn't want to see them back in her courtroom. Shortly after the judge gave the STRONG warning, Scott and Jennifer did just the opposite, posts on social media going after the Municipal Clerk and destroying me personally is not acceptable. Going after authors of letters in opposition to them absolutely breaks my heart.

Please understand I truly enjoy the job, but do not want to work in the environment Scott and Jennifer have created.

I would like to thank you for your trust in me during my time here.

Sincerely, Denise Wiedemeier



BOARD OF APPEALS MEMBERS- 2023

TOWN OF PESHTIGO
W2435 OLD PESHTIGO ROAD
MARINETTE, WI 54143
715 582 4332

WAYNE GERONDALE - CHAIRPERSON

N2318 SHORE DRIVE
MARINETTE, WI 54143
715-732-0676
TERM THREE YEARS EFFECTIVE
FEBRUARY 1, 2023 TO JANUARY 31, 2026

EDWARD KOWALSKI

N2075 SHORE DRIVE
MARINETTE, WI 54143
715-732-8803
TERM THREE YEARS EFFECTIVE
FEBRUARY 1, 2023 TO JANUARY 31, 2026

JIM DEVCICH

W2065 RADER ROAD
MARINETTE WI 54143
715 735 3785
someplacespecial@new.rr.com
TERM THREE YEARS EFFECTIVE
FEBRUARY 1, 2022 – MARCH 31, 2025

JAMES BAUR

N1320 SHORE DRIVE
MARINETTE, WI 54143
715-938-6994
jimbaur@outlook.com
TERM THREE YEARS EFFECTIVE
FEBRUARY 1, 2022 – MARCH 31, 2025

MICHAEL HOARD

N1713 SHORE DRIVE
MARINETTE, WI 54143
715-270-0450
mghoard@gmail.com
TERM THREE YEARS EFFECTIVE
FEBRUARY 1, 2022 – MARCH 31, 2025

RON CHARON – ALTERNATE

N1773 COUNTY ROAD BB
MARINETTE, WI 54143
920-660-0821
TERM THREE YEARS EFFECTIVE
FEBRUARY 1, 2022 – MARCH 31, 2025

**REBECCA SCHOENEBECK – 2ND
ALTERNATE**

N3812 SCHACHT ROAD
MARINETTE, WI 54143
715-923-6529
TERM THREE YEARS EFFECTIVE
FEBRUARY 1, 2022 – MARCH 31, 2025

Pay for Board members is \$25.00 per meeting.

Terms begin February 1
End January 31 for 3 years



SPECIAL MEETING AGENDA
Town of Peshtigo Town Board
April 12, 6:00 pm

STATE OF WISCONSIN, Town of Peshtigo, Marinette County

Peshtigo Town Hall, W2435 Old Peshtigo Road, Marinette, Wisconsin.

This meeting will be open to the public; and will be available via zoom as an added courtesy when possible through the following link:

Zoom link: <https://zoom.us/j/9085572288?pwd=L082R1lqRmtCZEUyYjBnTHNPWFZBZz09>

Meeting ID: 908 557 2288. **Passcode:** 571842. **Phone Call-in:** 312-626-6799

- 1) Call to Order
- 2) Pledge of Allegiance
- 3) Roll Call
- 4) Verification that notice was properly given.
- 5) Agenda Approval
- 6) Approval of Minutes 4/13/23 Public Hearing and from 4/21/23 Regular Board Meeting
- 7) Public Comment (*state your name & address, comments will be limited to 3 minutes*)
- 8) Board of Appeals Vacancy Appointments
 - a Alternate Ron Charon to fill Jim Devcich vacancy 3/12/2023-1/31/2025
 - b Isaac Fulcher to fill Alternate position 3/12/2023 – 1/31/2024
 - c Randy Schroeder to fill James Baur vacancy 3/12/2023 – 1/31/2025
- 9) CDBG-CV (Community Development Block Grant -CV) \$96,878 additional Grant funding request for increased estimated costs was submitted to DOA (Department of Administration) on 4/5/2023.
- 10) Buildings and Grounds: NTE = Not To Exceed
 - a Comprehensive Insurance Coverage: Presentation and discussion with possible action.
 - b Classroom LED lights \$3,000
 - c Classroom Asbestos testing and flooring removal \$1,450
 - d Classroom carpet installation approval to Joski Tile and Carpet \$4,645.00 (covered by insurance)
 - e Roof Replacement (previously approved) down payment of \$10,000

PLAN COMMISSION MEMBERS- 2023

TOWN OF PESHTIGO
W2435 OLD PESHTIGO ROAD
MARINETTE, WI 54143
715 582 4332

CHAIRPERSON

CINDY BOYLE
N3028 WOODLAND ROAD
MARINETTE, WI 54143
715 923 5274
TOWN BOARD REPRESENTATIVE
TERM – AS LONG AS A BOARD MEMBER

JIM BAUR

N1320 SHORE DRIVE
MARINETTE, WI 54143
715 938 6994
jimbaur@outlook.com
TERM – THREE YEARS EFFECTIVE
APRIL 1, 2023 – MARCH 31, 2026

CHUCK LA COURT

MARINETTE, WI 54143
715 923 6935
TERM – THREE YEARS EFFECTIVE
APRIL 1, 2021 – MARCH 31, 2024

JIM DEVCICH

W2065 RADER ROAD
MARINETTE WI 54143
715 735 3785
someplacespecial@new.rr.com
TERM – THREE YEARS EFFECTIVE
APRIL 1, 2023 – MARCH 31, 2026

DENNIS CZAPIEWSKI

N2095 DAHL ROAD
MARINETTE, WI 54143
715 923 0684
TERM – THREE YEARS EFFECTIVE
APRIL 1, 2023 – MARCH 31, 2024

JOYCE BUCHMAN

W1817 RADER ROAD
MARINETTE, WI 54143
715 735 9658
joycembuchman@gmail.com
TERM 3 YEARS
APRIL 1, 2021 – MARCH 31, 2024

KAYLA FURTON

N2599 SHORE DRIVE
MARINETTE, WI 54143
715 579 2293
TOWN BOARD REPRESENTATIVE
TERM – AS LONG AS A BOARD MEMBER
APRIL 1, 2021 – MARCH 31, 2024

TERM – THREE YEARS EFFECTIVE
APRIL 1 – MARCH 31

BOARD MEMBERS RECEIVE \$25.00 PER
MEETING.



TO: TOWN OF PESHTIGO- CLERK'S OFFICE

APPLICATION FOR: (check one)

☐ PLAN COMMISSION

☐ BOARD OF APPEALS

☐ FIRE COMMISSION

☐ OTHER: _____

NAME: _____

ADDRESS: _____

TELEPHONE NUMBER: _____

EMAIL: _____

WHY ARE YOU INTERESTED IN THIS POSITION:

SIGNATURE: _____ DATE: _____

Please email the completed form to topclerk@townofpeshtigo.org or mail to:
Town of Peshtigo W2435 Old Peshtigo Road Marinette, WI 54143.

January 2002

TOWN OF PESHTIGO

EXPENSE/REIMBURSEMENT VOUCHER

DATE	DESTINATION	REASON	MILEAGE	EXPENSES	REMARKS
1-3-03	Town Hall	Office & Election	8	9.5 hrs	
1-5-03	TH	Office	9	9	US - Milled
1-6-03	TH	Office & Election		18.5	Macale Co. (overhaul)
1-7	TH	Election where		14	Chowman
1-8	TH	Team Challenge		11.5	
1-9	TH			12	
1-10	TH		8	10.5	Cellcom (8 miles)
1-13	TH	Office & Election	15	10.5	BND (BND) maintenance (supp)
1-17	TH	Office	10	5.5	BND (10 miles)
1-19	TH	Office / Meeting	5	13	BND
1-20	TH	Office / Election	8	10	Macale Co. (overhaul)
1-24	TH	Macale Co.	8	1.5	Supplies (Macale Co.)
1-25	Macale Co.	Office / Election	9	10.5	Election (overhaul) (8 miles)
1-26	TH	Pick up materials	9	10.5	Macale Co. (overhaul) (9 miles)
1-31	TH	Office hrs	9	10.5	Office / US (9 miles)
		Office / BND	9	10	BND (9 miles)
				160 HRS	
			98	160	

NAME:

Denise Wickert

SIGNATURE:

[Signature]

\\pc1\Documents\Forms\Expense Voucher

January 160 HRS

98 11/1/05

February 2003

TOWN OF PESHTIGO

EXPENSE/REIMBURSEMENT VOUCHER

DATE	DESTINATION	REASON	MILEAGE	EXPENSES	REMARKS
2-1-03	TH	Office Meeting		3.5	Meeting Chatterbox
2-2	TH/UCS	Office/UCS	8	9.5	Rept. email Pass/Challenge
2-6	UCS	E-Mail Post Marking	8	.5	Calai Issues
2-7	TH	Office/UCS	8	9.5	2-nd Foreclosures
2-8	TH	Office/UCS	8	14.5	Follow up work on challenge
2-9	TH	Office/UCS	8	10.5	Administrative CA
2-14	TH	Office	8 miles	10	Administrative Co.
2-15	TH	Office	8	5	RH
2-16	TH	Station/Report	8	10	Office and Court prep
2-16	TH	Office	8	4	Administrative Co. Court prep
2-20	TH	Station/UCS	28	4	Transports/Post and
2-21	TH	Station/UCS	10	16	Transports/Post and
2-23	UCS/UCS	Station/UCS	10	1	Transports/Post and
2-23	TH	Office	9	9	Transports/Post and
2-23	TH	Station/UCS	1	1	Transports/Post and
2-28	TH/UCS/CPA	Office/UCS	15	12	CPA/UCS

101 11.107 120 11.15

NAME:

SIGNATURE:

Treasurer of Vacation

March

TOWN OF PESHTIGO
EXPENSE/REIMBURSEMENT VOUCHER

DATE	DESTINATION	REASON	MILEAGE	EXPENSES	REMARKS
3-1	TH	Challenger update		4.5	
3-2	TH	Officer		2.5	
3-3	TH			4	
3-6	UES/CPA	E-Mail issues	10		Deadlines
3-7	TH	Officer	9		UES 2nd
3-9	TH	Officer		8	Participate
3-13	TH/McKee	2nd Party (CPA)	4		Challenging
3-14	TH	Officer		8	
3-15	UES	update on E-Mails	8		
3-16	TH	Officer		1	CPA
3-17	TH	Officer			
3-18	TH	Officer			
3-20	Mac's Courthouse	Court			
3-21	TH	Officer			
3-23	TH	Officer			
3-27	TH	Officer			
3-28	TH	Officer			
3-30	TH	Officer			
3-31	CPA/Past officer/TH		10		
				32 Miles	

SIGNATURE:

NAME:

32 Miles

104 hrs

14

**TOWN OF PESHTIGO
APPOINTED TOWN CLERK
EMPLOYMENT AGREEMENT**

This Agreement is made and entered into as of November 28, 2022, by and between the Town of Peshtigo, Wisconsin, a body corporate and politic (hereinafter "Town") and Denise Wiedemeier (hereinafter "Clerk")

WHEREAS, Town desires to employ Clerk as Town Clerk, and Clerk desires to accept employment as Town Clerk, and Town and Clerk wish to establish certain terms and conditions of employment of Clerk;

NOW, THEREFORE, in consideration of the terms and conditions herein contained, Town and Clerk agree as follows:

SECTION 1. DUTIES.

Town agrees to employ Clerk as Town Clerk to perform the functions and duties which are expressly and impliedly set forth in X §§60.15, 60.33, Wis. Stats., the Town ordinances, including any amendments adopted from time to time. Clerk shall comply with the generally applicable personnel policies adopted by the Town Board as amended from time to time.

SECTION 2. EFFECTIVE DATE.

Effective date of this Agreement shall be November 28, 2022. Notwithstanding the foregoing, the appointment of Clerk as the Town Clerk shall not take effect until the expiration or end of the term of office of the current Town Clerk. Until her appointment as Town Clerk, Clerk shall assist the Town Clerk and familiarize herself with Town operations and the functions of the Town Clerk. The term of office as Town Clerk shall be 3 years, commencing on January 1, 2023 and expiring on December 31, 2025, subject to earlier termination and removal as provided in this Agreement.

SECTION 3. OATH AND BOND.

Clerk shall take and file the oath required by §19.01, Wis. Stats. within 5 days of the effective date of her appointment as Town Clerk as provided in Section 2. The bond required by §60.31(2), Wis. Stats. shall be obtained by the Town at its expense.

SECTION 4. HOURS OF WORK.

Except as provided herein, Clerk will be present in the Town office during regular business hours, which are currently each Tuesday and Thursday from 10:00 a.m. to 2:00 p.m., except on July 4, Thanksgiving Day, Christmas Eve, Christmas Day and New Year's Day. Clerk will occasionally be required to conduct Town business outside of normal office hours and/or outside of the Town offices. Town business hours may be changed by mutual agreement of the Town Board and Clerk. In addition, Clerk is expected to attend all town meetings and all regular meetings of the Town Board but shall not be required to attend special Town Board meetings or ad-hoc meetings. The Clerk may be excused from attendance at any meeting by the Town Chair. Vacations or other time off from assigned work times shall require the approval of the Town Chair or Vice-Chair. Clerk shall have the option of taking up to 6 workdays off without pay.

SECTION 5. COMPENSATION.

Until her appointment as Town Clerk, Clerk shall be entitled to wages at the rate of \$23.00 per hour. Upon assuming the office of Town Clerk, Clerk shall be paid an annual salary of Twenty-five Thousand Dollars (\$25,000.00), which shall be payable in installments as earned in accordance with the normal payroll schedule and procedure for Town employees. The time worked by Clerk under this Agreement shall be documented on timecards submitted to the Chair of the Finance Committee prior to each scheduled pay day.

SECTION 6. PERFORMANCE EVALUATIONS.

The Town Board shall review the performance of Clerk on an annual basis by the end of the calendar year. The salary payable to Clerk may be increased based on a favorable review in the sole discretion of the Town Board.

SECTION 7. FRINGE BENEFITS.

In addition to the salary provided for in Section 5 above, Clerk shall be covered by unemployment insurance and worker compensation insurance at the Town's sole expense. Clerk shall be entitled to coverage under all other insurance policies offered by the Town to other Town employees on the same terms and conditions offered to other employees. No other fringe benefits are payable under this Agreement.

SECTION 8. TERMINATION OR MODIFICATION.

This Agreement may only be terminated or modified by written agreement of the parties. Notwithstanding the foregoing, this Agreement shall automatically terminate if Clerk is removed from office for cause as provided in Chapter 17, Wis. Stats.

SECTION 9. GENERAL PROVISIONS.

If any provision or any portion thereof contained in this Agreement is held to be unconstitutional, unlawful, invalid, or unenforceable, the remainder of this Agreement shall be deemed severable, and shall remain in full force and effect.

IN WITNESS WHEREOF, the Town of Peshtigo has caused this Agreement to be signed and executed on its behalf by its Town Chairperson and Clerk, pursuant to authorization by the Town Board at its meeting on the 22 day of December, 2022, and Clerk has signed and executed this Agreement as of the date and year indicated below.

TOWN OF PESHTIGO

12-22-2022
Date

By Cindy Boyle
Cindy Boyle, Chairperson

ATTEST:

12-22-2022
Date

Clarence E. Coble
Clarence Coble, Town Clerk

CLERK

11-28-22
Date

Denise Wiedemeier
Denise Wiedemeier



The Challenge Process for Candidate Nomination Paperwork in Wisconsin

What is a nomination paper challenge?

A nomination paper challenge is a verified statement or complaint that alleges a candidate's nomination papers are insufficient, and that such insufficiency causes an individual to have less than the minimum number of signatures required to be placed on the ballot for the office for which they are running. The process for filing a nomination paper challenge is contained in the Wisconsin Administrative Code § EL 2.07. Nomination paper requirements for nonpartisan and partisan office are contained in Wis. Stat. §§ 8.10, 8.15 and 8.30 and Wis. Admin. Code § EL 2.05. As part of a nomination paper challenge, individuals could also challenge other candidate qualifications and required paperwork, which if accepted, could cause a candidate to be deemed ineligible for ballot placement under Wis. Stat. § 8.30. Candidates that file nomination papers are also required to file a campaign registration statement, declaration of candidacy and in some cases a statement of economic interests. For more information regarding common challenges and how issues have been decided previously, please review the "[Common Nomination Paper Challenges](#)" manual on the Wisconsin Elections Commission website.

How can someone view candidate nomination papers or other ballot access documents?

A copy of candidate nomination papers and ballot access documents, such as the declaration of candidacy, may be requested from the filing officer. In the case of municipal and county offices, the filing officer may charge the requestor for paper copies of requested documents. Requests for state-level candidate nomination papers should be made through the [Badger Voters website](#). Requests for state-level ballot access documents, other than nomination papers, should be made to Wisconsin Elections Commission helpdesk.

Who may challenge a candidate's eligibility, nomination papers, or other ballot access documents?

Anyone who has valid information that content contained in the papers or other ballot access documents violates the rules or state statutes applying to those documents may file a challenge. The burden of proof is on the challenger to establish any insufficiency, and if the challenger establishes the information is insufficient, the burden shifts to the challenged candidate to establish sufficiency.

How is a challenge filed?

A sworn complaint listing the insufficiencies and citing the statutes/rules that are violated must be submitted in writing to the filing officer for the office the candidate in question filed for. A template for a sworn affidavit can be found in the Elections Administrative Code [EL 20.30\(2\)](#) but is not required to be used. The complaint must be filed with the filing officer within 3 calendar days of the nomination paper filing deadline.

Who is the "filing officer"?

The filing officer is the person/office with whom candidate paperwork is filed for a specific office. At a municipal or county level it is the municipal or county clerk; for state and federal offices, it is Wisconsin Elections Commission. For example, town board candidates would file with their municipal clerk, county executive candidates file with their county clerk and candidates for state offices such as Representative to the Assembly or Governor would file with the Wisconsin Elections Commission.

What happens when a challenge is filed?

The filing officer notifies the candidate whose papers or eligibility are being challenged and arranges for a copy of the challenge to be provided within 24 hours of the challenge being filed.

A verified or sworn response to the challenge must be filed by the candidate to the filing officer within 3 calendar days¹ of the challenge being filed. A verified or sworn response must be notarized or otherwise sworn before an official authorized to administer oaths in accordance with Wis. Stat. §887.01.

The filing officer decides the challenge* before the candidate certification deadline using the evidence provided by the two parties.

The filing officer issues a decision regarding the outcome of the complaint. This decision will serve as record for any potential appeals, along with any other materials submitted as part of the challenge process.

**Municipal and county filing officers may reach out to Wisconsin Elections Commission for guidance regarding a challenge. However, Commission staff will not make the determination on behalf of or with the filing officer because an appeal of the decision would be reviewed by the Commission.*

What if the challenger or the candidate does not agree with the decision from the filing officer?

The challenger or candidate may file an appeal of the filing officer's decision. If the filing officer is at the municipal or county level, the appeal would be made to the Wisconsin Elections Commission through the submission of a written, sworn statement or the EL 1100 Elections Complaint Form. For more information about filing the appeal, see Wis. Stat. § 5.06 which provides guidelines about complaints and which the Commission is required to use during the appeals process as well. The appeal must be filed no later than 10 days after the party knew, or should have known, about the violation of law or abuse of discretion by the filing officer. Wis. Stat. §5.06(3). For complaints about ballot access decisions it is recommended that any such complaints be filed immediately, so that the appeal may be heard prior to ballot printing and distribution deadlines.

If the filing officer is Wisconsin Elections Commission, the challenger or candidate may choose to file an appeal with the circuit court for the county where the official conducts business or the complainant resides. Any such appeal must be filed no later than 30 days after the decision order is issued by WEC. Wis. Stat. §5.06(8).

What if my question wasn't answered here?

More information regarding challenges to nomination papers can be found in the following locations:

Elections Administrative Code 2.07: "Challenges to nomination papers"

Wisconsin Elections Commission "Challenger Procedures Memo" and "Challenged Candidate Memo", published on the WEC website (elections.wi.gov) for each election and typically found with the candidate nomination tracking reports.

Chapter 8 of the Wisconsin State Statutes prescribes the ballot access filing requirements for candidates for each office and type of election.

Speak to an Elections Administration Specialist by calling Wisconsin Elections Commission at 608-261-2028 or by emailing elections@wi.gov.

¹ If the deadline falls on a Sunday, the response may be filed the next day. (See Wis. Stat. §990.001(4)(b))



January 12, 2023

Attention Scott Reed Beatty,

You submitted a Challenge Friday January 6th 2023 at 4:50 p.m. on the nomination papers filed by Cindy Baur and Randy Schroeder.

Both Challenged candidates were notified by the filing officer(Denise Wiedemeier) at the Town of Peshtigo Town Hall within the 24 hour period required.

A (Notarized) affidavit from Cindy Baur and Randy Schroeder was received at the Town of Peshtigo Town Hall on Monday January 9th 2023 with the filing officer (Denise Wiedemeier) they were stamped "received" and signed by the filing officer(Denise Wiedemeier)
The Challenge then went under review.

The Decision regarding the outcome of the Challenge:

I (Denise Wiedemeier, Town of Peshtigo Clerk) the filling officer are denying the Challenge.

Reason for the denial:

The Challenge paperwork filed by Scott Reed Beatty was incomplete.

The Challenged Paperwork was not properly verified (Notarized or Sworn) as the challenge process in Administration Code EL20.03 requires.

I Denise Wiedemeier (the filing officer) did NOT administer an Oath. I simply stamped it "received" and signed as is the policy of our office.

Every resource available was used to evaluate the review.

The Challenger or Candidate may file an appeal of the filing officers decision with the Wisconsin Election Commission through the submission of a written sworn statement or the EL 1100 Elections Complaint Form.

A handwritten signature in black ink, appearing to read "Denise Wiedemeier", with a large, flowing loop at the end.

Denise Wiedemeier Town of Peshtigo Clerk
W2435 Old Peshtigo Road, Marinette WI 54143
715-582-4332



February 2nd, 2023

Town of Peshtigo
Denise Wiedemeier Clerk

To: Wisconsin Elections Commission
Brandon Hunzicker
Staff Attorney

RE: Complaint filed with the Wisconsin Elections Commission EL 23-06: Scott Beatty V. Town of Peshtigo
Clerk Denise Wiedemeier

Dear Brandon Hunzicker:
Enclosed is my written response to the complaint filed by Scott Beatty.

I (Denise Wiedemeier Town of Peshtigo Clerk) stand by my decision regarding the outcome of the challenge.

Reason for denial: The challenge paperwork submitted on January 6th, 2023 by Scott Reed Beatty was incomplete. The challenge paperwork was not properly verified (notarized or sworn) as the challenge process in administration code EL20.03 requires.

I (Denise Wiedemeier) did not administer an Oath. I stamped it "received" and signed as is our policy in our office.

I (Denise Wiedemeier) started as Town of Peshtigo Clerk January 1st, 2023. In December of 2022 I was in training under the clerk of 23 years Clarence Coble. I did not start as town clerk until January 1st 2023 so anything prior to that date was under the guidance of the previous clerk.

Our town office only has one copy machine that is shared with 3 employees. The Town Clerk, Treasurer and Deputy Clerk. Our process is scan and send to our email. The only email as of January 1st I use is topclerk@townofpeshtigo.org

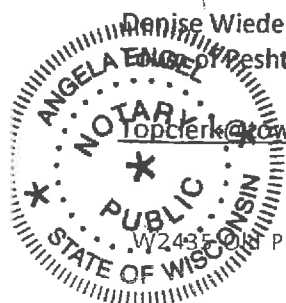
I do not in any way have a personal relationship with Supervisor Baur, it's simply a professional working relationship. I do not and will not allow anything or anyone to influence a decision in my field. I always try to be fair and balanced. I believe very strongly that all the proper steps were followed and the correct decision was made.

Sincerely,

Denise Wiedemeier
Clerk of Peshtigo

topclerk@townofpeshtigo.org

This was signed before me in Marinette
Wisconsin by Denise Wiedemeier, on
2-2-2023.
Angela Engel expires August 16, 2026



W2435001 Peshtigo Road Marinette, WI 54143

715-582-4332

www.townofpeshtigo.org



Wisconsin Elections Commission

201 West Washington Avenue | Second Floor | P.O. Box 7984 | Madison, WI 53707-7984
(608) 266-8005 | elections@wi.gov | elections.wi.gov

March 3, 2023

Scott Beatty
N3056 Shore Dr.
Marinette, WI 54143

Denise Wiedemeier
W2435 Old Peshtigo Rd.
Marinette, WI 54143-9444

Sent via email: beattysr63@gmail.com and topclerk@townofpeshtigo.org

Re: Scott Beatty v. Denise Wiedemeier (EL 23-06)

Dear Mr. Beatty and Clerk Wiedemeier,

This decision letter is in response to the verified Complaint submitted by Scott Beatty (Complainant) to the Wisconsin Elections Commission (Commission), which was filed in reply to actions taken by an election official during a nomination paper challenge. The Complaint alleges that the Town of Peshtigo Clerk, Denise Wiedemeier (Respondent), erred by dismissing the Complainant's nomination paper challenge against Cindy Baur (Candidate).

Complaints "...shall set forth such facts as are within the knowledge of the complainant to show probable cause to believe that a violation of law or abuse of discretion has occurred or will occur." Wis. Stat. § 5.06(1). Probable cause is defined in Wis. Admin. Code § EL 20.02(4) to mean "the facts and reasonable inferences that together are sufficient to justify a reasonable, prudent person, acting with caution, to believe that the matter asserted is probably true."

The Commission has reviewed the Complaint, Response, Reply, and all supporting documentation. The Commission provides the following analysis and decision. In short, the Commission has determined that while the Complainant has not shown probable cause that his nomination paper challenge was improperly dismissed, he has shown errors in the Respondent's processes for reviewing nomination papers and challenges to nomination papers, which warrant an order by the Commission to update these processes for future nomination papers and challenges.

Summary of Complaint, Response, and Reply

The Complainant alleges that he filed a nomination paper challenge against Cindy Baur's nomination papers with the Respondent on Friday, January 26, 2023, and that the Respondent "witnessed my signature, signed the document and stamped received." The challenge alleged that three pages of signatures on the Candidate's nomination papers included signatures that were dated after the date of the circulator's signature, making them invalid under Wis. Admin. Code

Wisconsin Elections Commissioners

Don M. Millis, chair | Marge Bostelmann | Julie M. Glancey | Ann S. Jacobs | Robert Spindell | Mark L. Thomsen

Administrator
Meagan Wolfe

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EL §§ 2.05(14) and 2.05(15)(b). After receiving a response to the challenge on January 9, the Respondent then dismissed the challenge on January 12, stating that the challenge was not notarized or sworn, and further that she herself did not administer an oath for the challenge.

The Complainant states that “it is my understanding and belief that there is no Oath to be given upon the signature but rather the statement therein is the intended Oath and Clerk Wiedemeier’s task was to sign the document asserting that she witnessed my signature on that date thereby declaring the stated Oath” and further that “it is evident by Clerk Wiedemeier’s signature on the filed Nomination Paper Challenge with the stamped date of January 6, 2023 . . . that she was in receipt of the paperwork on that date even if, unbeknownst to me, she signed on the incorrect line and did not indicate her Official Title as directed.” The Complainant also alleges that the Respondent and the Candidate are friends leading him to “question if that misstep was intentional.”

The supporting documents provided with the Complaint will be examined in detail below in the Commission Findings section.

The Response alleges that “I, (Denise Wiedemeier) did not administer an Oath. I stamped it ‘received’ and signed as is our policy in our office,” also explaining that, prior to January 1, 2023, she was the deputy clerk. The Respondent also denied that any personal relationship with the candidate affected her actions.

In the reply, the Complainant reaffirms his arguments that that his challenge should not have been dismissed and that he correctly identified invalid signatures on the Candidate’s nomination papers. He also states that “[i]f there was indeed an oath that Clerk Wiedemeier should have given me at the time of witnessing my signature I do not believe that to be my responsibility to guide her on how to properly do her job.”

Commission Authority and Role in Resolving Complaints Filed Under Wis. Stat. § 5.06

Under Wis. Stat. §§ 5.05(1)(e) and 5.06(6), the Commission is provided with the inherent, general, and specific authority to consider the submissions of the parties to a complaint and to issue findings. In instances where no material facts appear to be in dispute, the Commission may summarily issue a decision and provide that decision to the affected parties. This letter serves as the Commission’s final decision regarding the issues raised by Scott Beatty’s complaint.

The Commission’s role in resolving verified complaints filed under Wis. Stat. § 5.06, which challenge the decisions or actions of local election officials, is to determine whether a local official acted contrary to applicable election laws or abused their discretion in administering applicable election laws.

Commission Findings

The Commission will first examine the relevant documents provided with the filings before addressing the merits of the Complaint.

Supporting evidence provided with the Complaint shows that the Complainant signed the nomination paper challenge under a sentence stating that “I, Scott Reed Beatty, being first duly sworn on oath state that I personally read the above complaint, and that the above allegations are true based on my personal knowledge and, as to those stated on information and belief, I believe them to be true.” Below that signature, the section provided for a notary was not filled out, but the line stating “other official” was checked and signed by Denise Wiedemeier. There is also a date stamp on the document that says:

RECEIVED
JAN 06 2023
TOWN OF PESHTIGO

Other supporting documents are Candidate Baur’s Declaration of Candidacy, which appears to have also been signed by the Respondent but in this case, the lines listing a county and stating the date the document was “subscribed and sworn” were filled out, and the line the Respondent signed said underneath “signature of person authorized to administer oaths” and the box for “other official” was checked and “Top Deputy Clerk” was written on the line. Another Declaration of Candidacy filed by another candidate was also signed in the same manner by the Respondent. The Commission does not have any arguments related to Declarations of Candidacy before it to decide, and is merely noting the different ways in which the same notarial certificates were filled out on different documents.

The question before the Commission is whether the Respondent improperly dismissed the Complainant’s nomination paper challenge. The Commission must find that there is not probable cause to believe that this nomination paper challenge was improperly dismissed.

The Complainant’s original challenge was not in the form of a “verified complaint” as required by Wis. Admin. Code § EL 2.07(1) & (2)(a). Both the Respondent and the Complainant agree that no oath was administered, and that the Respondent only signed the document and stamped it received. The Complaint alleges that the Respondent, “witnessed my signature, signed the document and stamped received.” It does not allege that anyone swore an oath regarding the document. The Respondent states that she, “did not administer an Oath. I stamped it “received” and signed as is our policy in our office.” The Complainant’s Reply then adds, “[i]f there was indeed an oath that Clerk Wiedemeier should have given me at the time of witnessing my signature I do not believe that to be my responsibility to guide her on how to properly do her job.” Thus, there is not an argument before the Commission that any oath was administered, and the original challenge document shows that the short form notarial certificate (Wis. Stat. § 140.16) was not completed.

Because the challenge was not properly verified as required by Wis. Admin. Code § EL 2.07(1) & (2)(a), the Commission must find that the dismissal of the challenge was not improper. However, given the nomination paper and challenge issues raised in this complaint, the Commission will also issue an order to the Respondent to conform her future conduct to what is required by Wis. Admin. Code EL 2.

First, challenges to nomination papers must be verified. The short form certificate for a notarial act found at the bottom of the challenge document at issue provides what is needed for a notary or other authorized official to verify a document. The Respondent stated that she “signed as is

our policy in our office.” Such a signature by a town clerk on a short form certificate intended for notarial acts is improper and likely to create confusion, as occurred in this case. The Commission orders the Respondent to change the policy of signing challenges in the space provided for notarial acts if no notarial act has been performed. Stamping the document received is clearly different from a notary stamp, but the Commission recommends stamping the top of the document to avoid any confusion with a notary stamp. Developing a written acknowledgement showing that a challenge was received could be one way to carry out this order.

The Commission also strongly recommends that a municipal clerk who receives a challenge complaint review the complaint to ensure it has been properly verified, and to let any challenger who has filed an unsworn document know that the challenge must be verified before it will be reviewed. Similarly, the Commission recommends that anyone filing a challenge complaint against nomination paper signatures should have the document notarized by a public notary before filing it with the municipal clerk.

Finally, the Commission will address part of the process of reviewing nomination papers under Wis. Admin. Code Chapter EL 2. Wis. Admin. Code § EL 2.05(3) requires local filing officers to review nomination papers for “facial sufficiency.” As relevant to this Complaint, Wis. Admin. Code § EL 2.05(14) states that “[n]o signature on a nomination paper shall be counted unless the elector who circulated the nomination paper completes and signs the certificate of circulator and does so after, not before, the paper is circulated.” Wis. Admin. Code § EL 2.05(15)(b) further states that a signature on a nomination paper may not be counted when “[t]he signature is dated after the date of certification contained in the certificate of circulator.”

Under the initial facial sufficiency review required by Wis. Admin. Code § EL 2.05(3), the signatures circled in the unsworn challenge should have been flagged by the Respondent as facially invalid due to the date of the signature being dated after the date of certification contained in the certificate of circulator. The Commission orders the Respondent, regarding all future nomination papers received, to apply Wis. Admin. Code § EL 2.05(14) & (15)(b) during the initial facial review of the nomination papers. The Commission also strongly recommends attempting to contact candidates who have turned in a significant number of facially invalid signatures so that the candidate may attempt to address any correctable errors using a correcting affidavit.

In this case, the Respondent should have reviewed the nomination papers filed by the candidate either as they were filed or within several days (the papers were filed well in advance of the January 3 deadline) and attempted to notify the candidate (who was also the circulator) that date of the certificate of circulation is earlier than some of the signatures collected. The candidate then would have had roughly a week to supply a correcting affidavit under Wis. Admin. Code § EL 2.05(4) swearing that the signatures were collected in-person by the candidate/circulator on the dates shown. It is a common issue for a circulator to sign before instead of after witnessing electors sign the nomination papers. It is also generally a correctable issue as long as the circulator did in fact witness the signatures and is able to provide a correcting affidavit.

Altogether, this complaint shows a string of interconnected failures. The Candidate failed to properly certify her nomination papers. The Respondent failed to properly review the filed nomination papers for facial sufficiency, and thus failed also to notify a candidate of a generally

correctable issue. Finally, the Complainant failed to properly verify his challenge complaint against those signatures, though the Respondent's signature on the short form notarial certificate also contributed to this issue.

Because the original challenge complaint was not properly verified, the Commission resolves the question before it by finding that no probable cause was shown that the original challenge complaint was improperly dismissed. Due to the procedural issues raised in this complaint, the Commission has gone further and ordered the Respondent to ensure that the issues in reviewing nomination papers and reviewing challenges against nomination papers are addressed.

Commission Decision

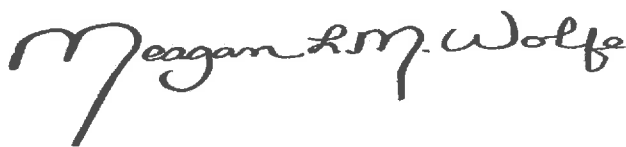
Based upon the above review and analysis, the Commission does not find probable cause to believe that a violation of law or abuse of discretion has occurred with regard to the dismissal of Mr. Beatty's challenge to Cindy Baur's nomination papers, but does find probable cause that the nomination paper review and challenge period were not administered according to the governing statutes and rules. The Commission thus orders the Respondent to amend her procedures for reviewing nomination papers and administering challenges in a manner consistent with this decision letter.

Right to Appeal – Circuit Court

This letter constitutes the Commission's resolution of this complaint. Wis. Stat. § 5.06(2). Pursuant to Wis. Stat. § 5.06(8), any aggrieved party may appeal this decision to circuit court no later than 30 days after the issuance of this decision.

If any of the parties have questions about this letter or the Commission's decision, please feel free to contact me.

Sincerely,

A handwritten signature in black ink that reads "Megan Wolfe". The signature is written in a cursive, flowing style.

Megan Wolfe
Wisconsin Elections Commission Administrator

cc: Commission Members

REUTER, WHITISH & EVANS, S.C.

**ATTORNEYS AT LAW
44 EAST MIFFLIN ST., SUITE 306
MADISON, WISCONSIN 53703**

**ALLEN D. REUTER
BARBARA O. WHITISH (1952-2013)
DANIEL J. EVANS
DAVID D. RELLES
KEVIN F. MILLIKEN (OF COUNSEL)**

**TELEPHONE
(608) 250-9053**

**FACSIMILE
(608) 250-9054**

April 15, 2023

Town Board
Town of Peshtigo
Attn: Town Clerk
W2435 Old Peshtigo Rd
Marinette, WI 54143

Dear Chair Boyle and Supervisors:

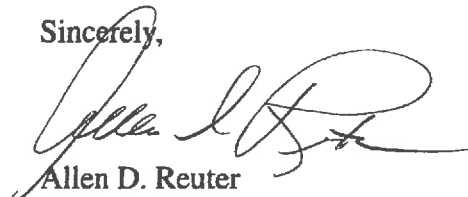
I am writing to tender my resignation as Town Attorney for the Town of Peshtigo. While it has been an honor to serve the Town over the past 2 years, I no longer believe I am the right person to continue the job going forward.

As some of you may know, I accepted the position primarily because I believed my past experience would be of substantial benefit to the Town in addressing its unique PFAs contamination problem. Over the past two years, some progress has been made toward a solution, but the problem is nowhere near resolved. Based on the results of the last election, and the positions taken by the successful candidates on the Town's role in facilitating a safe and permanent drinking water solution, it is apparent that the Town will likely discontinue the ongoing efforts toward that solution. I fully respect the right of all involved to disagree on the best policy to be pursued in that regard, and the right of the Town electors to direct a particular approach. I do, however, feel that the change in policy means that the Town no longer needs my services.

I will work with my successor toward a smooth transition in services. I will remain available for the next 60 days to provide services if needed on the same terms and conditions as our current arrangement. If I can be of assistance in the process of selecting a successor, please let me know.

I wish the best of luck to all those in Town government with whom I have had the pleasure to work, and to the Town of Peshtigo in its future pursuits.

Sincerely,



Allen D. Reuter

Subject: Water Program Management Assistance - Project Summary

From: "Ewanowski, Nate" <Nate.Ewanowski@strand.com>

Date: 4/11/2023, 7:44 AM

To: Town of Peshtigo Sup3 <topsup3@townofpeshtigo.org>

CC: Town of Peshtigo Chair <topchair@townofpeshtigo.org>, "Wood, Ben" <Ben.Wood@strand.com>

Hi Kayla,

This represents a summary of our current Water Program Management Assistance project, Task Order No. 23-01, that we are currently completing for the Town. As of April 11, 2023, we prepared a presentation, conducted several meetings to incorporate presentation comments, and presented the presentation at the Public Hearing on March 13, 2023 regarding the creation of a Utility District. This completes the Public Hearing portion of our task order. We have conducted a virtual workshop with the Town and prepared an initial draft program plan that summarizes major tasks related to WDNR and EPA funding. We have also had conversations with multiple funding agencies for available funding to assist the Town with its PFAS response. Outstanding tasks include finalization of the program plan and organization chart prior to June 30, 2023 in the form of PDF documents for the Town's use.

Note that the Town had previously coordinated with MSA Professionals, Inc. to complete various Intent to Apply (ITA) letters for DNR safe drinking water loan funding. The priority ranking list will be available within the next week or two and the Town is anticipated to score well. To take advantage of the DNR funding this year, the Town would need to submit an application and any additional ITA letters for different projects by June 30th, which would include authorizing Strand to design some municipal infrastructure as engineering design documents are required as part of the application. If the Town were to submit an application, DNR would allow up to 2 years to actually spend the funds, during which the Town would presumably use the forthcoming EPA Predevelopment Grant funding to conduct further alternatives analysis, cost of service study, and Public Service Commission tasks.

These steps will be identified in our Program Plan deliverable and we would like the opportunity to discuss the Program Plan with the new Board. Please let us know if you have any questions or need any additional information.

Thanks,

Nate



Nate Ewanowski, P.E.

Strand Associates, Inc.®

608.251.4843 ext. 1220

nate.ewanowski@strand.com | www.strand.com

P.E. (WI)

*Excellence in
EngineeringSM*

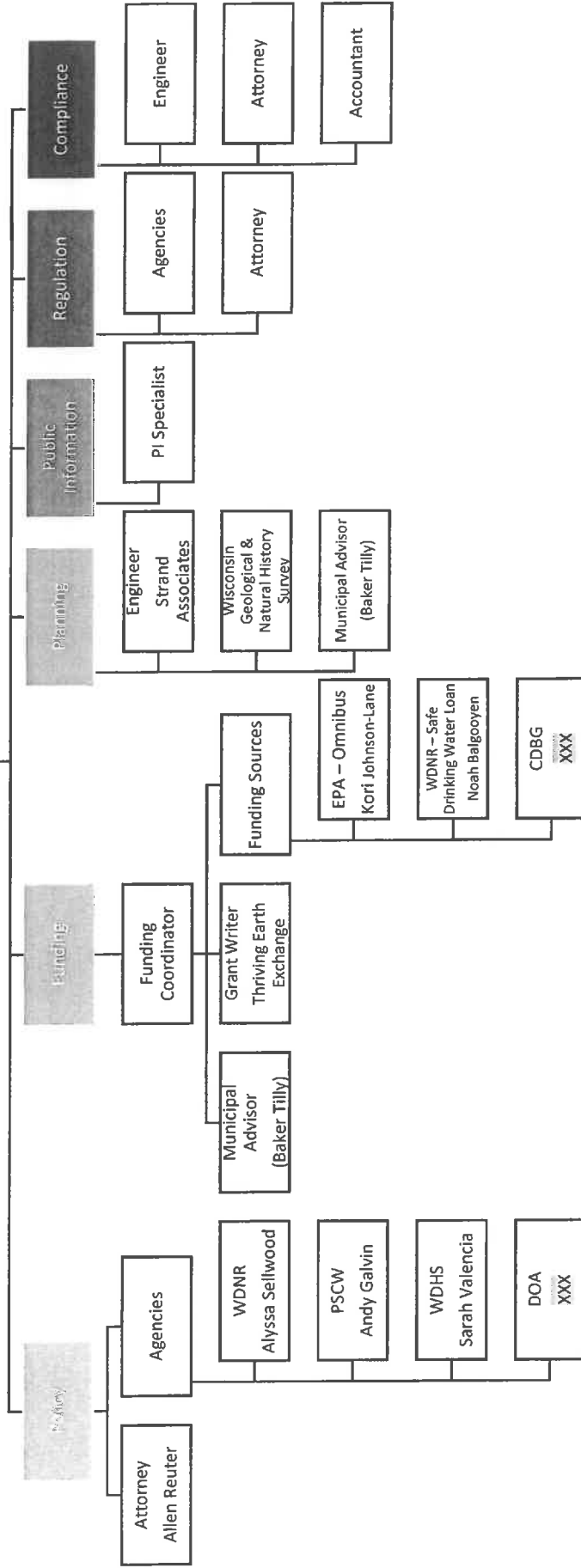
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DRAFT

Water Program Management – Organization Chart



Program Manager
Strand Associates



DRAFT

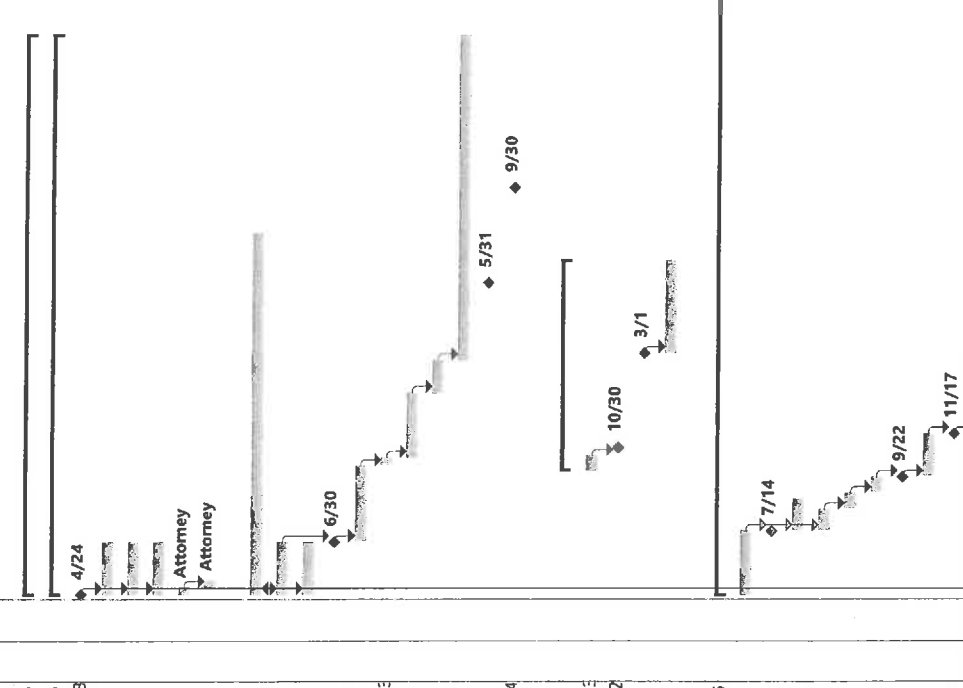
Water Program Management – Contact List

Name	Title	Organization	Email Address	Phone
Andy Galvin	Acting Administrator	Division of Water Utility Regulation and Analysis WI Public Service Commission	andy.galvin@wisconsin.gov	(608) 267-0510 office (608) 279-6195 cell
Steffanie Crossland	Region 5 Water Division	Environmental Protection Agency	crossland.steffanie@epa.gov	(312) 353-4779
Kori Johnson-Lane	Town Contact	Environmental Protection Agency	johnsonlane.kori@epa.gov	(312) 353-8546
Christine Haag		Wisconsin Department of Natural Resources	christine.haag@wisconsin.gov	(608) 422-1148
Alyssa Sellwood		Wisconsin Department of Natural Resources	Alyssa.sellwood@wisconsin.gov	(608) 622-8606
Kyle Burton		Wisconsin Department of Natural Resources	kyle.burton@wisconsin.gov	(920) 360-2112
Noah Balgooyen	Safe Drinking Water Loan Coordinator	Wisconsin Department of Natural Resources	Noah.Balgooyen@wisconsin.gov	(608) 720-0802
Sarah Valencia	Assistant Secretary	Wisconsin Department of Health Services	sarah.valencia@dhs.wisconsin.gov	
Sydney Scott	Legislative Aide	Senator Baldwin's Office	sydney_scott@baldwin.senate.gov	(202) 224 - 4028
Bryce Lord	Grant Writer	Thriving Earth Exchange - UW Milwaukee	balord@uwm.edu	
Carsyn Ames	Project Manager	Thriving Earth Exchange		(608) 800-6734
Gavin Luter		Wisconsin Geological & Natural History Survey		
David Erdman	Managing Director	UW-Madison Alliance Grant-Writing Support Baker Tilly	david.erdman@bakertilly.com	T: (608) 240 2516 M: (608) 445 7181
Ben Wood, P.E.	Program Manager	Strand Associates, Inc.	Ben.wood@strand.com	(414) 271-0771
Nate Ewanowski, P.E.	Program Manager	Strand Associates, Inc.	Nate.Ewanowski@strand.com	(608) 251-4843

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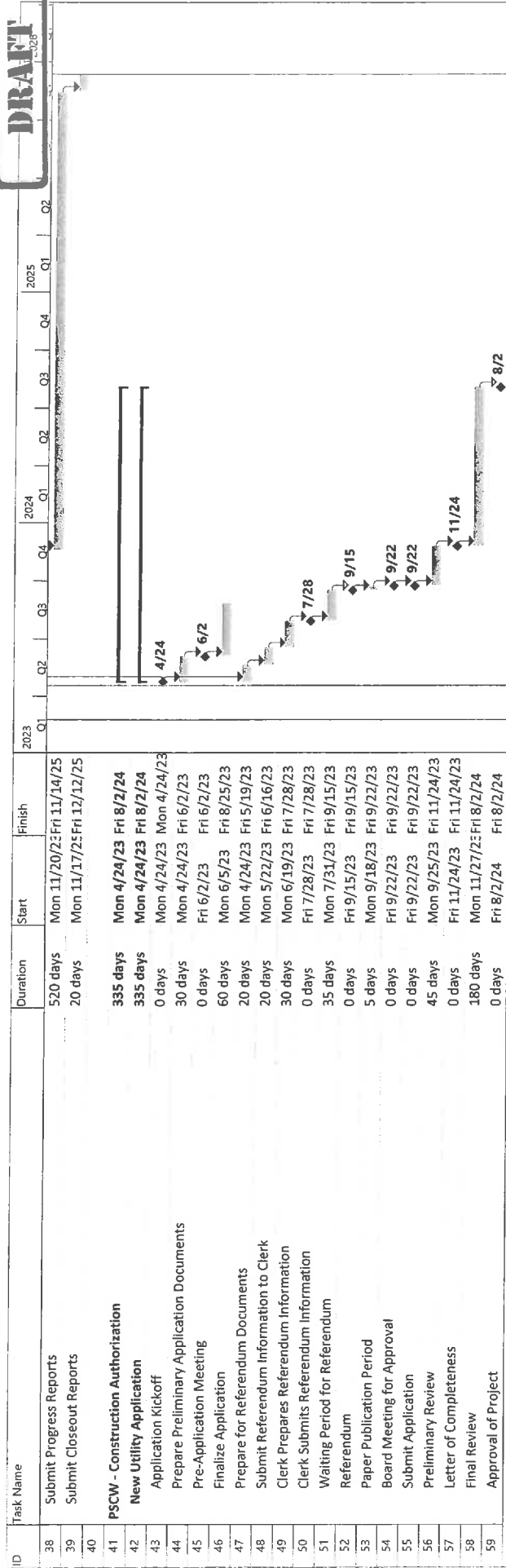
ID	Task Name	Duration	2023		2024				2025	
			Start	Finish	Q1	Q2	Q3	Q4	Q1	Q2

2	WDNR - Safe Drinking Water Loan Program		517 days	Mon 4/24/23	Tue 4/15/25
3	SFY 2024 Application (Up to \$5M Principal Forgiveness, \$7M Total Project)		517 days	Mon 4/24/23	Tue 4/15/25
4	Application Kickoff		0 days	Mon 4/24/23	Mon 4/24/23
5	Application		50 days	Mon 4/24/23	Fri 6/30/23
6	Prepare Financial Information		50 days	Mon 4/24/23	Fri 6/30/23
7	Environmental Review		50 days	Mon 4/24/23	Fri 6/30/23
8	Reimbursement Resolution		7 days	Mon 4/24/23	Tue 5/2/23
9	Attorney's legal statement or opinion on land ownership and easement rights		7 days	Wed 5/3/23	Thu 5/11/23
10	WPSC - New Utility Construction Authorization (see below)		335 days	Mon 4/24/23	Fri 8/2/24
11	SFY 2024 Design		50 days	Mon 4/24/23	Fri 6/30/23
12	Submit Updated ITA		50 days	Mon 4/24/23	Fri 6/30/23
13	Submit SFY 2024 Application and Design		0 days	Fri 6/30/23	Fri 6/30/23
14	WDNR Review and Approve Project		70 days	Mon 7/3/23	Fri 10/6/23
15	Notify municipal bond counsel of the anticipated loan closing		7 days	Mon 10/9/23	Tue 10/17/23
16	Finalize Project for Bidding		60 days	Wed 10/18/23	Tue 1/9/24
17	Project Bidding		30 days	Wed 1/10/24	Tue 2/20/24
18	Project Construction		300 days	Wed 2/21/24	Tue 4/15/25
19	Deadline - Sign Financial Assistance Agreement		0 days	Fri 5/31/24	Fri 5/31/24
20	Deadline - Close on Loan		0 days	Mon 9/30/24	Mon 9/30/24
21					
22	SFY 2025 Application		195 days	Mon 10/2/23	Fri 6/28/24
23	Complete Intent to Apply		14 days	Mon 10/2/23	Thu 10/19/23
24	Submit Intent to Apply		0 days	Mon 10/30/23	Mon 10/30/23
25	Application Kickoff		0 days	Fri 3/1/24	Fri 3/1/24
26	Application		86 days	Fri 3/1/24	Fri 6/28/24
27					
28	EPA Community Grant Program - (Pre-Development Funds - \$1.667M)		690 days	Mon 4/24/23	Fri 12/12/25
29	Correspond with EPA		60 days	Mon 4/24/23	Fri 7/14/23
30	Receive Program Guidance		0 days	Fri 7/14/23	Fri 7/14/23
31	Request Cost Share Waiver		30 days	Mon 7/17/23	Fri 8/25/23
32	NEPA Environmental Review		20 days	Mon 7/17/23	Fri 8/11/23
33	Pre-Award Costs and Procurement Review		15 days	Mon 8/14/23	Fri 9/1/23
34	Application Forms and Workplan		15 days	Mon 9/4/23	Fri 9/22/23
35	Submit Application		0 days	Fri 9/22/23	Fri 9/22/23
36	EPA Review Application		40 days	Mon 9/25/23	Fri 11/17/23
37	EPA Approve Application		0 days	Fri 11/17/23	Fri 11/17/23



Task	Project Summary	Manual Task	Start-only	Finish-only	External Tasks	Manual Progress
Split	Inactive Task	Duration-only				
Milestone	Inactive Milestone	Manual Summary Rollup				
Summary	Inactive Summary	Manual Summary				

DRAFT



Project: Peshigo Program Plan Date: Tue 4/18/23	Task	Project Summary	Manual Task	Start-only	Deadline
	Split	Inactive Task	Duration-only	Finish-only	Progress
	Milestone	Inactive Milestone	Manual Summary Rollup	External Tasks	Manual Progress
	Summary	Inactive Summary	Manual Summary	External Milestone	

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2023 SPRING TOWN OFFICIALS WORKSHOPS

Newly elected/appointed and continuing officials are invited to learn about road management, comprehensive plans, local government finance basics, strategic planning, open meetings, public records, ethics, and more!

Join us in person May 8 – 17 or via webinar May 22 – 25. See the following pages for a detailed schedule and program description.

Register on the WTA website, www.wisctowns.com, or by mail.



Local
Government
Education



Center for Land Use Education
College of Natural Resources
University of Wisconsin-Stevens Point



2023 Spring Town Officials Workshops

PROGRAM DESCRIPTIONS

Powers and Duties of Town Officials

Wisconsin Towns Association Staff

This session outlines the fundamentals of town government, town board structure, and the unique powers exercised by the town electors. We will review some of the statutory responsibilities of the town board, chair, clerk, and treasurer. We'll also discuss the discretionary duties that a town board may choose to exercise. This session is a must for those brand new to town government!

Fundamentals of Town Road Operations

Ben Jordan, WI Transportation Information Center

This presentation will review town officials' road-related responsibilities, road standards and terminology, and fundamental infrastructure management and roadway safety considerations for town roads.

Local Government Finance Basics

Local Government Education Staff

Preparing and approving the annual budget is one of local government officials' most important duties. This presentation teaches basic municipal budget adoption and administration requirements, including how to navigate budget amendments throughout the year.

Public Records Issues and Answers

Local Government Education Staff

Local governments create and keep a variety of records dealing with citizens, businesses, and government activities. This session reviews Wisconsin's public records law, including how to create a public records policy, when a record is considered public, how to comply with record requests, and how to manage public records in compliance with Wisconsin's municipal record retention requirements.

Open Meetings Law

Wisconsin Towns Association Staff

This session offers an overview of Wisconsin's open meetings law and outlines how the law impacts the work of all local government officials. We will review quorums, closed sessions, notice requirements, and more.

Comprehensive and Community Plans

Rebecca Roberts, Center for Land Use Education

Interested in the future of your community? Join this session to learn about your role as a town board or plan commission member in using and updating your comprehensive plan. We'll discuss how to use your plan in local decision-making; simple updates you can make to your vision, goals, data, and maps; and how to access county, regional, or consulting services.

Contentious Topics

Local Government Education Staff

Local municipality governance can be contentious and challenging. Through small group breakout sessions, this seminar will provide examples of contentious topics and practical ways to positively engage with the public and other elected officials when addressing challenging issues.

Strategic Planning for Local Governments

Local Government Education Staff

Navigating a local government's long- and short-term direction can be difficult in today's complex and ever-changing environment. This presentation demonstrates tools for effective strategic planning to help your community approach governance confidently and communicate your future direction to stakeholders.

Road Safety / PASER Asphalt Pavement Condition Rating

Ben Jordan, WI Transportation Information Center

Actions to improve roadway safety will be highlighted along with a preview of future MUTCD changes. The PASER rating system for asphalt pavements and the use of pavement condition ratings to select maintenance and rehabilitation treatments will also be discussed.

Ethics for Public Officials

Wisconsin Towns Association Staff

This session provides an introduction to Wisconsin's ethics and conflicts of interest laws for local government officials. Learn how to spot and avoid conflicts between your personal interests and public responsibilities, make fair decisions, improve standards of public service, and promote and strengthen your community's faith and confidence in their public officials and employees.

IN-PERSON WORKSHOP SCHEDULE

New Officials		Continuing Officials	
8:00 - 8:30 a.m.	Registration	8:00 - 8:30 a.m.	Registration
8:30 - 10:30 a.m.	Powers and Duties of Town Officials	8:30 - 9:30 a.m.	Comprehensive Plans
10:30 - 10:45 a.m.	Break	9:30 - 10:30 a.m.	Contentious Topics
10:45 a.m. - 12:00 p.m.	Fundamentals of Town Road Operations	10:30 - 10:45 a.m.	Break
12:00 - 12:45 p.m.	Lunch	10:45 a.m. - 12:00 p.m.	Strategic Planning
12:45 - 1:30 p.m.	Finance Basics	12:00 - 12:45 p.m.	Lunch
1:30 - 2:15 p.m.	Public Records	12:45 - 2:15 p.m.	Road Safety / PASER Rating
2:15 - 2:30 p.m.	Break	2:15 - 2:30 p.m.	Break
2:30 - 3:30 p.m.	Open Meetings	2:30 - 3:30 p.m.	Ethics for Public Officials

LIVE WEBINAR/TELECONFERENCE SCHEDULE

Monday, 5/22	1:00 - 3:00 p.m.	Powers and Duties of Town Officials
	3:15 - 4:15 p.m.	Open Meetings Law
Tuesday, 5/23	8:30 - 9:15 a.m.	Public Records Issues and Answers
	9:30 a.m. - 10:15 a.m.	Local Government Finance Basics
	10:30 - 11:45 a.m.	Fundamentals of Town Road Operations
Wednesday, 5/24	1:00 - 2:15 p.m.	Strategic Planning for Local Governments
	2:30 - 4:00 p.m.	Road Safety / PASER Rating
Thursday, 5/25	8:30 - 9:30 a.m.	Comprehensive and Community Plans
	9:45 - 10:45 a.m.	Ethics for Public Officials
	11:00 - Noon	Contentious Topics

2023 TOWN OFFICIALS WORKSHOPS REGISTRATION FORM

All registrants (attending an in-person workshop or virtual only) will receive a binder of printed materials, access to webinar programming, and access to recorded videos of each presentation. Registered attendees will receive an email, at the email address provided below, with information about how to participate in the virtual events via telephone/computer and how to access the recordings. AN EMAIL IS REQUIRED FOR REGISTRATION. If you plan to attend the virtual events via telephone, the phone number from which you will be calling is also required.

Name _____ Office _____
Town _____ County _____
Mailing Address _____
City/State _____ ZIP _____
Telephone (REQUIRED for teleconference access) _____
Email (REQUIRED) _____

I plan to attend the following workshop (please check one):

- ☐ Monday, May 8: Cable, WI – Lakewoods Resort
- ☐ Tuesday, May 9: Minocqua, WI – Reuland's Conference Center
- ☐ Wednesday, May 10: Stevens Point, WI – Holiday Inn
- ☐ Thursday, May 11: Barneveld, WI – Deer Valley
- ☐ Monday, May 15: Eau Claire, WI – Florian Gardens
- ☐ Tuesday, May 16: Green Bay, WI – Rock Garden
- ☐ Wednesday, May 17: Fond du Lac, WI – Radisson Hotel
- ☐ Virtual Webinars Only (May 22-25)
- ☐ Materials Packet Only

FEE: \$70 – Early registration (payment must be received at least 10 days in advance of the workshop date)
\$85 – Late registrations and walk-in registrations
\$30 – Materials only

Cancellations received 10 days or more in advance of the workshop date will receive a full refund less a \$15.00 administrative fee. Cancellations received less than 10 days in advance will be charged a \$15.00 administrative fee plus the cost of the meal. Refund requests submitted 30 or more days after the event will not be processed.

If you are or have recently felt ill or have been in contact with someone that is ill, please stay home. Contact the WTA office to either cancel your registration as explained above or change your registration to "Virtual Webinars Only."

This form should be copied for multiple registrations. Make checks payable to the Wisconsin Towns Association and mail along with registration forms to:

Wisconsin Towns Association; W7686 County Road MMM; Shawano, WI 54166.

IF YOU PLAN TO ATTEND VIRTUAL PROGRAMMING ONLY, please return registration forms and checks to the WTA office by Friday, May 12, 2022! Registrations received after that date may not receive printed materials or connection information prior to the live webinar/teleconference sessions.

Registration and payment may also be submitted online on the WTA website, www.wisctowns.com.

Questions? Please email wtowns@wisctowns.com or call (715) 526-3157.

PROCLAMATION 75th ANNIVERSARY EMERGENCY RESCUE SQUAD, INC.

WHEREAS, In celebration of the 75th Anniversary of the Emergency Rescue Squad, Inc. We the citizens of the cities of Peshtigo, Menominee, and Marinette; along with the towns of Porterfield, Peshtigo, and Grover; including Menominee and Ingallston Townships; as well as Aurora Medical Center Bay Area and Johnson Controls would like to congratulate all present and past members of the Emergency Rescue Squad, Inc. and their families for their continued volunteer commitment to the sick and injured in our communities for the last 75 years.


WHEREAS, We would also like to remember Joe Banach who brought this idea to a reality in 1947, and the seven men who answered his call and volunteered to learn how to save lives. These seven, Jeff Ravet, James Van Dornick, Norman Kunick, George Menacher, Johnny Abraham, Joseph Behrendt, and Edward Behrendt and their families were instrumental in the beginning of the Ansul Rescue Squad. This original team was lovingly referred to as the "Great Eight". And also, in 1959, when it would become known as the Emergency Rescue Squad, Inc. These eight great men and their families had no idea what they had started with those early years of sacrifice and dedication to care for others. That what they started, would continue on to benefit our communities for the next 75 years.


WHEREAS, the Emergency Rescue Squad continues to provide this service free of charge, 24 hours a day, seven days a week, often foregoing time with their own friends and families so that we may be assured emergency help will be available should the need arise; and

WHEREAS, the Emergency Rescue Squad was the first volunteer non-profit rescue squad in the United States to receive Congressional Recognition; and

NOW THEREFORE, Let it be known that the volunteer dedication and sacrifice by all past and present Emergency Rescue Squad, Inc. members and their families has resulted in the care of many sick and injured persons and many lives have been saved. For this we would like to express our gratitude and salute all of you for a magnificent job well done.


IN WITNESS WHEREOF, I have here unto set my hand to this proclamation this 21st day of May, 2023.


Mayor Malke, City of Peshtigo

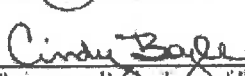

Mayor Stegeman, City of Menominee



Mayor Genisot, City of Marinette


Supervisor Patzke, Menominee Township


Aurora Medical Center Bay Area


Chairperson Bergeson, Town of Porterfield


Chairperson Boyle, Town of Peshtigo


Chairperson Wyss, Town of Grover


Supervisor Anderson, Ingallston Township


Johnson Controls

