

# MINUTES OF TOWN OF PACIFIC BOARD MEETING

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Tuesday, October 15, 2024 6:00 PM Held at the Pacific Town Hall

**Call to Order:** The regular Town Board meeting was called to order at 6:00 p.m. by Town Chair Pate. The Pledge of Allegiance was recited.

**Roll Call:** Town Chair Pate and Supervisors Cawley, Kayartz, Kershaw, and Kirk were present.

**Others Present:** Clerk Gustafson, Treasurer Zimmerman, Town Attorney John Miller, Matt and Megan Manthey, Josh Sween, Pete Hibner, Connie Shlimovitz, Pat Schnering, and Patricia Field were also present.

**Verification of Public Notice:** Clerk verified the meeting notice was properly given on October 10th.

**Town Agenda:** Motion by Cawley/Kirk to approve the agenda as posted. All in favor by call of roll.

**Prior Month's Town Board Minutes:** Motion by Cawley/Kershaw to approve the minutes of the Town Board meeting on September 17, 2024 as presented. All in favor by call of roll.

**Building Permits Report:** Provided for review.

**Road Report:** WDOT Maintenance and Construction Reports for 2024 were provided in packet. New road sign ordered for White Oak Run. Railroad spread additional gravel on road by Town's old recycling building.

**Cemetery Report:** Recent sales will be reported next month. Ellowyn C. Kershaw was buried on Lot 120, Grave 5 on September 30, 2024.

**Solid Waste & Recycling Center Report:** There were no complaints at the October meeting.

**Building & Grounds Report:** Nothing new to report.

**Sheriff's Report:** There were 108 calls reported for the month of September.

**Correspondence:** None.

**Outside Meeting Attendance Report:** Chair Pate reported on the sessions he attended at the Wisconsin Towns Association 2024 Annual Convention.

**Report from Town Plan Commission:** The October meeting was cancelled.

**Public Comments:** Josh Sween and Pete Hibner of Portage Community School District presented information on a referendum vote on the November ballot. Matt and Megan Manthey addressed the Town Board regarding their property at W7335 First Street.

**Treasurer's Report:** Motion by Kayartz/Cawley to accept the Treasurer's Report. All in favor by call of roll.

**Payment of Current Bills:** Motion by Kayartz/Kershaw to approve payment of bills with checks numbered 17016 through 17033 and electronic draws 24-39 through 24-42 in the amount of \$19,142.96. All in favor by call of roll.

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**Investment Report:** Two more investments come due on October 17<sup>th</sup>. F&M Bank offered the highest rate of 4.75% for 52 weeks.

**Claim of Palpable Error on 2023 Assessment Roll – Patricia Field (Knutson):** Town Attorney Miller addressed the Board regarding the claim for partial refund of 2023 taxes that was filed on September 30, 2024. Motion by Kershaw/Kirk to disallow the claim due to the limitations on bringing claims in Wis. Stat. 74.35(5)(a). All in favor by call of roll.

**Contract for Emergency Medical Services (EMS):** The contract for Emergency Medical Services between the City of Portage and the Towns of Caledonia, Fort Winnebago, Lewiston, and Pacific was presented. The contract will commence on January 1, 2025 and shall terminate on December 31, 2027. The contract shall automatically renew for additional 1-year periods unless terminated by unanimous consent of all parties at least 12 months before the end of the current term. Motion by Kershaw/Kayartz to approve the contract as presented. All in favor by call of roll.

**“Class B” Alcohol Beverage License for Gavinski’s Roadhouse LLC, Jamie Gavinski, Agent:** Motion by Cawley/Kirk to grant and issue the license and approve Jamie Gavinski as agent. All in favor by call of roll.

**Portage Park & Recreation Co-sponsorship Fee Request for 2025:** Motion by Cawley/Kershaw to approve as presented. All in favor by call of roll.

**Proposed Ordinance Revisions – Chapter 161:** General Engineering Company provided ordinance revisions to comply with the State’s new requirements for building code adoption, building inspection services, and enforcement. Town Attorney Miller prepared the revisions for adoption in Town Ordinance No. 2024-2. Motion by Kayartz/Cawley to adopt Town Ordinance 2024-2 revising and recreating Chapter 161 of the code of the Town of Pacific as presented. All in favor by call of roll.

**Request for Delegated Municipal Authority – General Engineering Company:** General Engineering Company prepared the application on behalf of the Town as a renewal of delegations with the Department of Safety and Professional Services (DSPS), to include the additions of commercial plumbing and the expanded plan review of all commercial building projects. Motion Kershaw/Kirk to approve as presented. All in favor by call of roll.

**Set Budget Workshop Date/Time:** Motion Cawley/Kershaw to hold the 2025 budget workshop on October 29<sup>th</sup> at 5:00 p.m. All in favor by call of roll.

**Adjourn:** Motion by Kayartz/Cawley to adjourn at 7:04 p.m. All in favor by call of roll.

Marlo Gustafson, WCMC, Town Clerk