

NOTICE TO RESIDENTS
TOWN OF CRESCENT
AGENDA FOR MONTHLY TOWN BOARD MEETING
WEDNESDAY, MAY 10, 2023 AT 6:00 P.M.
CRESCENT TOWN HALL - 3231 GOLF COURSE RD, RHINELANDER
Zoom Call-in or Video Option - 1-312-626-6799 Meeting ID: 919 4328 0256 Password: 429363
Zoom is being offered as a convenience for this meeting. If zoom functionality drops,
the meeting will continue in-person at the location listed above.

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Approval of Agenda
5. Approval of the Minutes of the Town Board Meeting of April 18, 2023
6. Fifteen Minutes of Public Discussion
7. Reports/Presentations
 - a. Announcements by Chair
 - b. Treasurer's
 - c. Library - Update on the library board meeting and upcoming programs offered at the library
 - d. Fire Department - Monthly Call update, purchases update, training update, fundraiser update
 - e. First Responder
 - f. Town Road Crew Report - Road Projects update, update on vehicle repairs and shop repairs
 - g. Town Plan Commission Report – Update and Future Plans
 - h. Lake Districts - Squash Lake District and Crescent Lake District
8. Discussion/Action Items
 - ** a. Request from WE Energies to bury fiber from Hat Rapids Dam to an ATC Tower on Washatko Rd
 - Pages 2-5 b. Request from Frontier Communications to bury cable along Birch Lane
 - c. 2023 Road Projects
 - Page 6 i. South River Road Local Road Improvement (LRIP) Match
 - Page 7-9 ii. Town Line Lake Park Culvert
 - d. Brush Chipping
 - Page 10 e. Transportation Alternatives Program Grant – Crescent Bike & Ped Plan – Resolution
 - Pages 11-12 f. Town Plan Commission Appointments
 - g. Operator's License Applications
 - h. Driveway Application
9. Discussion Items
 - a. AmeriCorp-Inclusive Playground, Pavilion and Toilet Facilities
 - b. Other 2023 Road Projects and Road Plan
10. Other
 - a. Future Agenda Items
 - i. Lake District Appointments
 - ii. Consent Agenda
 - b. Review Correspondence
 - c. Approval of Vouchers
11. Adjourn

Tracy Hartman, Town Clerk

Posted: _____

Notice is hereby given that pursuant to the American with Disabilities Act, reasonable accommodations will be provided for qualified individuals with disabilities upon request to the Town Clerk*

**** The handout for item 8a is too large to post. If you would like to view the handout please email crescentclerk@townofcrescent.com and a zip file will be emailed to you.**



Date: 11/4/2022

Joel Knutson
Town Chairman
2829 Green Bass Rd.
Rhineland, WI 54501

Dear Mr. Knutson

Permission is hereby requested to perform the following: to locate, construct, operate and maintain telephone facilities along the Township(s) roads as shown on the attached location sketch.

Subject to the following conditions and restrictions:

1. Readjustments due to road rehabilitation shall be at the expense of Frontier.
2. In the case of buried cable, the cable will be placed as shown on the attached sketch. Should unforeseen circumstances cause road damage, Frontier will restore the surface to its original condition. All asphalt, blacktop, and concrete surfaces will be bored unless otherwise noted.
3. We request permission be granted to perform this work and is indicated by dating and signing this form. Please return the signed original or email sean.fox@jsitel.com, within (15) days from date of this permit. If there is objection to our proposed construction, please contact **Sean Fox** at Mid-State Consultants, **920-872-2902**, promptly to resolve any conflicts.

Work is to take place during the **2023-2024** construction season.

Frontier Exchange#/Name: **Rhineland, W.O. #: 2514612**

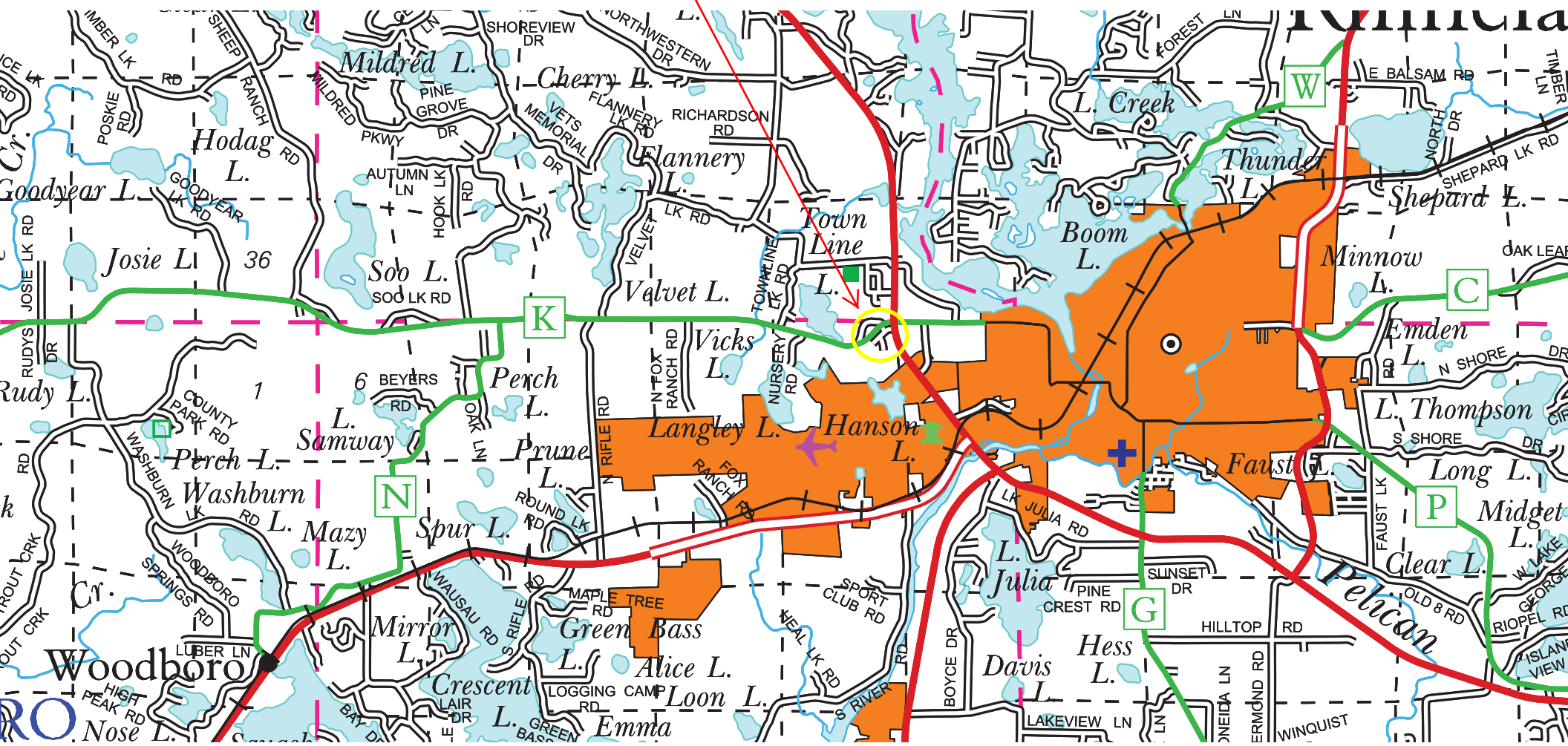
-----*Sean Fox*-----

Sean Fox
Mid-State Consultants/JSI

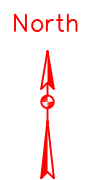
Permission is given this _____ day of _____ 2022.

Township Representative

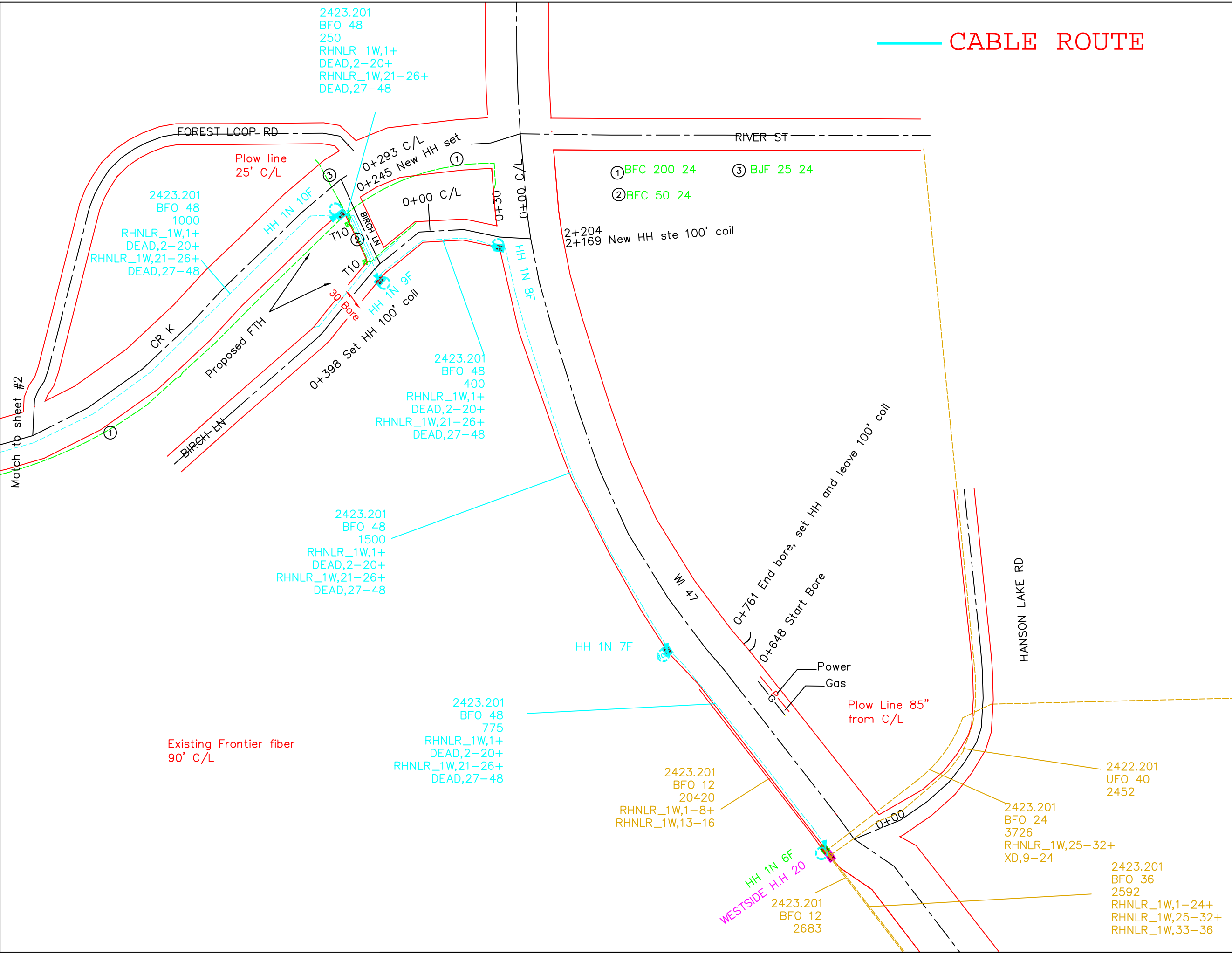
WORK AREA



CABLE ROUTE



Mark Route
Danger High Voltage



2423.201
BFO 48
250
RHNLR_1W,1+
DEAD,2-20+
RHNLR_1W,21-26+
DEAD,27-48

2423.201
BFO 48
1000
RHNLR_1W,1+
DEAD,2-20+
RHNLR_1W,21-26+
DEAD,27-48

2423.201
BFO 48
400
RHNLR_1W,1+
DEAD,2-20+
RHNLR_1W,21-26+
DEAD,27-48

2423.201
BFO 48
1500
RHNLR_1W,1+
DEAD,2-20+
RHNLR_1W,21-26+
DEAD,27-48

Existing Frontier fiber
90' C/L

2423.201
BFO 48
775
RHNLR_1W,1+
DEAD,2-20+
RHNLR_1W,21-26+
DEAD,27-48

2423.201
BFO 12
20420
RHNLR_1W,1-8+
RHNLR_1W,13-16

2423.201
BFO 12
2683

2422.201
UFO 40
2452

2423.201
BFO 24
3726
RHNLR_1W,25-32+
XD,9-24

2423.201
BFO 36
2592
RHNLR_1W,1-24+
RHNLR_1W,25-32+
RHNLR_1W,33-36

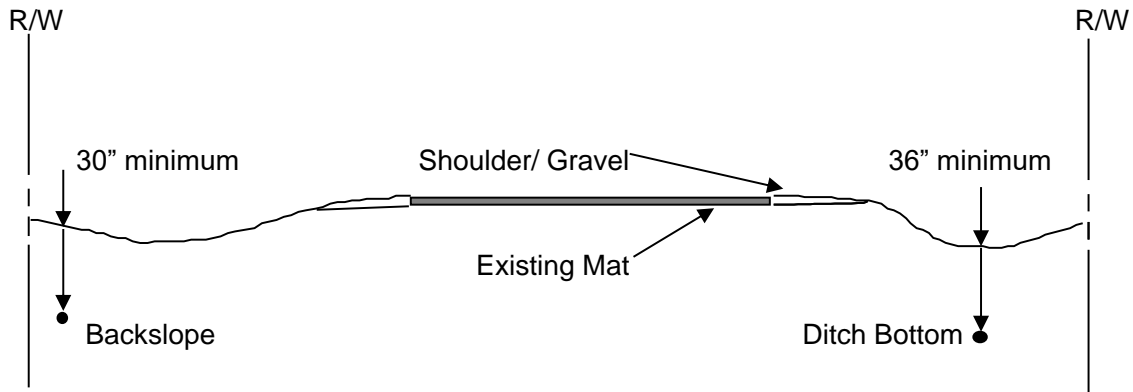


RHNL FTP 5985 CR-K

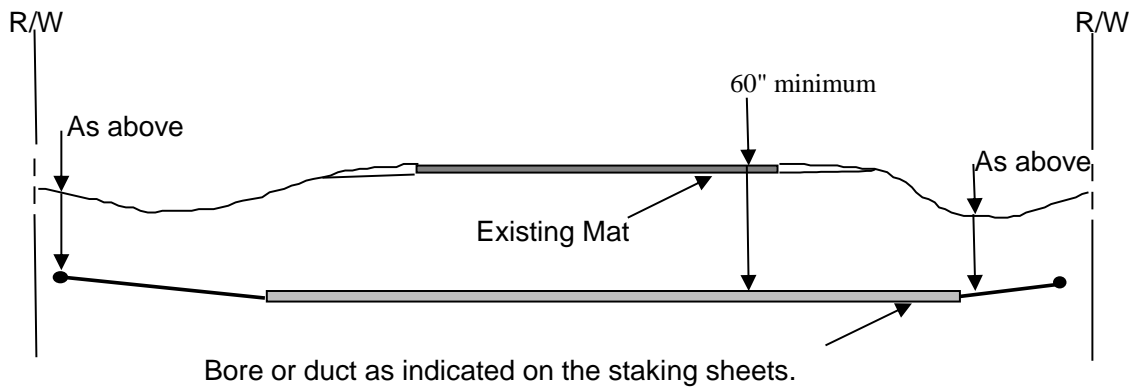
PROJECT NUMBER: 2514612		C.O. AREA: EXCH. CODE:	
DRAWN DATE: 10/25/2022	ENGR: LeFebvre	CNTY: FILE:	
SCALE:	PHONE: 715 493 0017	TAX DISTRICT: DWG 1 OF 3	
TWNSHP:	RNG:	SEC:	

TYPICAL INFORMATION REQUIRED FOR HIGHWAY PERMIT APPLICATION

CROSS SECTIONS



Typical depth(s) of longitudinal facilities occupying highway right-of-way.



Bore or duct as indicated on the staking sheets.

Typical depth(s) of perpendicular facilities occupying highway right-of-way.

Notes: The distances from centerline are indicated on the staking sheets (plan views) for the areas involved with construction. See the Key Map for general locations of construction corridors. Clean up for the construction process will commence immediately and be completed no later than 10 working days later. Depths reflect *minimums* for copper and fiber cables. Actual placement depths may vary depending on contract requirements.

Town:	Range:	Section(s):
Company requesting permit:		

DA: May 5, 2023

TO: Kyla Waksmonski - Supervisor 1
Michael Pazdernik - Supervisor 2

CC: Tracy Hartman - Clerk
Carla Fletcher - Treasurer

FR: Robb W Jensen – Chair

RE: **Item 8 (c) (i):** South River Road Local Road Improvement Program (LRIP) Match

Background Information

2022 – 2023 Local Road Improvement Program (LRIP) Summary
State Municipal Project Agreement-Revised

Project Revenue Source	Funding	Match %
LRIP/State Funds - Capped	\$ 854,506.93	69.4%
Municipal Funds – Match	\$ 376,771.07	30.6% + Any Additional
Total Funding	\$1,231,278.00	100%

Discussion/Action Topic

Town of Crescent LRIP Available Match Funds
(Balances as of April 30, 2023)

<u>Municipal Funds Match</u>		\$376,771.07
Municipal Funds-Match Options		
• Highway Funds Carry-Over	\$151,496.00	
• ARPA	\$106,054.03	
• ARPA	<u>\$105,832.00</u>	
Total ARPA	\$211,886.48	
• 2023 Highway Construction	\$164,723.00	
• Operating Reserve	\$240,315.90	

Chair’s Recommend Motion: To designate and reserve for the Town of Crescent S River Road Local

Road Improvement Program (LRIP) Matching Funds allocating _____ from the Highway

Fund; _____ from ARPA; and _____ from 2023 account 53315-

Highway/Street Construction (or from _____.)

DA: May 4, 2023

TO: Kyla Waksmonski - Supervisor 1
Michael Pazdernik - Supervisor 2

CC: Tracy Hartman - Clerk
Carla Fletcher - Treasurer

FR: Robb W Jensen – Chair

RE: **Agenda Item 8(c) (ii):** Culvert Installation at Town Line Lake Park Road and CTH K Intersection

Background Information

- Oneida County and the Town Line Park Group have supportive significant improvements in Town Line Park.
- Memo Attached Dated 05/04/2023 from Alex Hegeman, Oneida County Highway Commissioner.
- SUNDRY Project Estimate Report Attached

Discussion/Action Topic

Culvert Installation at Town Line Lake Park Road and CTH K Intersection

Chair's Recommend Motion: To approved the replacement and installation of a new culvert at Town Line Lake Park Road and CTH K Intersection with a total estimate of \$3,500 to be allocated from 2023 Account 53315-Highway/Street Construction. With the understanding (Oneida) County will pay for re-ditching the areas before and after and re-paving during CTH K construction.

5/4/2023

To: Crescent Town Board

From: Alex Hegeman, Oneida County Highway Commissioner

RE: Culvert Installation at Town Line Lake Park Road and CTH K Intersection

The Oneida County Highway Department will be reconstruction sections of CTH K this summer. It was brought to our attention that the intersection of Town Line Lake Park Road is holding back water and causing drainage issues. The Highway Department crew will be replacing culverts on CTH K prior to paving this summer. While the crew is on-site, it may be advantageous for the town to have the town road intersection culvert replaced. An estimate for a new culvert is provided for the board's consideration. The total estimate is \$3,500. If the culvert replacement occurs, the county will pay for re-ditching the areas before and after the intersection to ensure that water drains correctly. This estimate does not include any paving as the intersection will be re-paved during construction, paid for by the county. Please contact the department with any questions or concerns with the estimate provided.

Thank you,

Alex Hegeman

**ONEIDA COUNTY
HIGHWAY DEPARTMENT**

Alex Hegeman
Highway Commissioner
ahegeman@co.oneida.wi.us

730 West Kemp Street
P.O. Box 696
Rhineland, Wisconsin
54501-0696
Telephone (715) 369-6184
Fax (715) 369-2790

Ben Rich
Patrol Superintendent
brich@co.oneida.wi.us

SUNDRY
PROJECT ESTIMATE REPORT

Revised: 9/17/2018

PROJECT TITLE Town Line Lake Park Road
PROJECT LOCATION Intersection with CTH K
PROJECT DESCRIPTION Install culvert under Town Line Lake Park Road at the intersection with CTH K
PROJECT ACCOUNT #

JOB LENGTH (Ft.)
JOB WIDTH (Ft.)
JOB THICKNESS (In.)
WEDGING
CULVERTS 18" x 40" culvert

MATERIAL COSTS	1,200.00
LABOR COSTS	1,300.00
EQUIPMENT COSTS	850.00
RECORDS/REPORTS	150.00
TOTAL PROJECT COST	<u>\$ 3,500.00</u>

COST PER TON

ESTIMATE PREPARED BY: Alex Hegeman

DATE PREPARED: 5/4/2023

ESTIMATE APPROVED BY: _____

DATE APPROVED: _____

DA: May 5, 2023

TO: Kyla Waksmonski - Supervisor 1
Michael Pazdernik - Supervisor 2

CC: Tracy Hartman - Clerk
Carla Fletcher - Treasurer

FR: Robb W Jensen – Chair

RE: **Agenda Item 8e:** Transportation Alternative Program (TAP) Grant Crescent Bike & Ped Plan- Plan Commission Recommendation

Background Information

The Town of Crescent has a copy of WISDOT PROJECT 9867-00-00, STATE/MUNICIPAL AGREEMENT FOR A NONINFRASTRUCTURE TRANSPORTATION ALTERNATIVES PROGRAM (TAP) PROJECT. The project has a TAP Total Estimated Cost of \$80,000, federal funding maximum of \$64,000, and Town of Crescent of \$16,000 or 20% plus the balance. The Town of Crescent Clerk does not have a copy of the TAP grant application.

Town Plan Commission Meeting April 26, 2023: Motion by Niina Baum: “Our Plan Commission recommends to our Town Board that they authorize a resolution to work with Epstein Global, Inc.” Ayes: All; Nays: None No motion second recorded in minutes.

Considerations

WISDOT PROJECT 9867-00-00 STATE/MUNICIPAL AGREEMENT FOR A NONINFRASTRUCTURE TRANSPORTATION ALTERNATIVES PROGRAM (TAP) PROJECT

GENERAL TERMS AND CONDITIONS PROJECT SPONSOR RESPONSIBILITIES AND REQUIREMENTS

“10. Where applicable, all contracts will be let by competitive bid and awarded to the lowest responsible bidder in accordance with the requirements set forth in 23 U.S.C. 112 and Wis. Stat. Sec. 84.06. Where applicable, all contracts for design related services shall be awarded and administered in accordance with the requirements of 23 CFR 172 and procedures published in the Wisconsin Department of Transportation Facilities Development Manual (FDM), Chapter 8. Consulting Services.” (Pages 5-6)

Discussion/Action

Transportation Alternative Program (TAP) Grant Crescent Bike & Ped Plan- Plan Commission Recommendation

Chair’s Recommended Motion: To refer to the Town Plan Commission the preparation of the Request for Qualifications (RFQ) and the preparation of the bid documents in accordance with WISDOT PROJECT 9867-00-00 STATE/MUNICIPAL AGREEMENT FOR A NONINFRASTRUCTURE TRANSPORTATION ALTERNATIVES PROGRAM (TAP) PROJECT for the Non-regulatory Town of Crescent Bike & Ped Plan, and submit to the Town Board for review.

DA: May 5, 2023
TO: Kyla Waksmonski - Supervisor 1
Michael Pazdernik - Supervisor 2
CC: Tracy Hartman - Clerk
Carla Fletcher - Treasurer
FR: Robb W Jensen – Chair
RE: **Agenda Item 8 (f): Town Plan Commission Appointments**

Background Information

Ordinance #3-2021 Town of Crescent Plan Commission Ordinance

Section 4. Membership:

The Town Board Chairperson shall appoint the members of the Plan Commission and designate a Plan Commission Chairperson during the month of April to fill any expiring term. The Town Board Chairperson may appoint himself or herself or another Town Board member to the Plan Commission and may designate himself or herself, the other Town Board member, or a citizen member as Chairperson of the Plan Commission. All appointments to the Plan Commission are subject to advisory approval of the Town Board. In a year in which any Town Board member is elected at the spring election and qualification of the Town Board members elected. Any citizen appointed to the Plan Commission shall take and file the oath of office within five (5) days of notice of appointment, as provided under secs. 19.01 and 60.31, Wis. Stats.

Section 6. Terms of Office

I. Any Plan Commission member who is a Town Board member shall serve on the Commission for a period of two years concurrent with their term on the Town Board as allowed under sec. 66.0501(12). Wis Stats.

II. The term of office for the Plan Commission members shall be for a period of three years, ending on April 30 or until a successor is appointed and qualified, except:

a. Initial terms shall be staggered in 2021 under the following guidelines:

ii. If a six-citizen member commission the terms shall be two three-year terms, two two-year terms and two one-year terms.

Plan Commission Outreach

- Letters of Interest were sent via USPS to Connie Anderson and David Holperin. These appointments were for a 1-year term effective August 18, 2021 through August 17, 2022. An email with “This is my letter” was received on April 26, 2023 from David Holperin. An email from Connie Anderson was received on April 27, 2023.

- Letters of Interest were sent via USPS to Jim Altenburg (completing Rob Bosnjak term) and Lindsey Novak. These appointments were for a 2-year term effective August 18, 2021 through August 17, 2023. A letter of interest from Lindsey Novak was emailed and received on April 23, 2023.
- Posting River News
- Website Posting/Email Blast

Letters/Emails/Text Messages of Interest Received

- Connie Anderson
- Dean Bettinger
- Steve Brich
- David Holperin
- Pat Karaba
- Erin McCormick
- Craig Metz
- Lindsey Novak
- Sara Skrzeczkoski

Considerations

The Connie Anderson and David Holperin appointments were for 1-year and were to expire on August 17, 2022 or until a successor is appointed and qualified.

James Altenberg and Lindsey Novak are currently serving appointments to expire on August 17, 2023. Thus, these appointments should be considered at the August 2023 monthly Town Board meeting.

The current 7-Member Plan Commission is represented by six members who reside on parcels with Shoreland Zoning and one member with General Use.

Discussion/Action

- Review of interested appointees

Chair's Recommended Motion: Town Chair Robb Jensen appoints to the Town Plan Commission

_____ and _____ to an adjusted 3-year term effective May 10, 2023 through April 30, 2026 with the advisory approval of the Town Board.