

**NOTICE TO RESIDENTS  
TOWN OF CRESCENT  
MINUTES FOR  
MONTHLY TOWN BOARD MEETING  
WEDNESDAY, AUGUST 9, 2023  
6:00 P.M., CRESCENT TOWN HALL**

**Board Members Present:** Robb Jensen, Chair; Kyla Waksmonski, Supervisor; Mike Pazdernik, Supervisor; Tracy Hartman, Clerk; Carla Fletcher, Treasurer.

**Call to Order:** Chairman Jensen called the meeting to order at 6:00 p.m. at the Crescent Town Hall. The meeting has been properly posted and distributed in accordance with the Wisconsin Open Meeting law and the facility is handicap accessible. The Pledge of Allegiance was recited.

**Approval of Agenda**

Motion by Jensen to approve the agenda. Seconded by Pazdernik. All aye. Motion carried.

**Approval of Minutes**

Motion by Waksmonski to approve the minutes from the Monthly Town Board Meeting of July 12, 2023. Seconded by Pazdernik. All aye. Motion carried.

**Fifteen Minutes of Public Discussion –**

Discussion regarding a project that appears to be occurring at Crescent Elementary School. Resident was encouraged to contact the School District.

**Town Chair Report – None**

**Treasurer’s Report -** A written report was given by Treasurer, Carla Fletcher.

**Library Report -** Update on the library board meeting and upcoming programs being offered at the library – None

**Oneida County Towns Association Unit Meeting Report –** Jensen reported that Crescent hosted the quarterly WTA meeting. Jensen reported that Crescent will be getting approximately \$63,000 more in Shared Revenue due to the changes in the shared revenue formula, the GTA increases were vetoed and there was increased funding approved for LRIP Grants.

**Fire Department Report and Approval of Purchases**

- **Monthly Call update, purchases update, training update, fundraiser update –** Mahner reported that during the month of July there were three calls. Mahner gave an update on the training that has occurred in the last month and gave an update on vehicle maintenance.

**First Responder’s Report and Approval of Purchases –** Hess gave an overview of calls and purchases in the last month.

**Town Road Crew Report**

- **Road Projects update, update on vehicle repairs and shop repairs –** Gerdes submitted a written report to the board.

**Town Plan Commission Report –** Pazdernik reported that the questionnaire postcards have been sent out and they are starting to see surveys completed and returned. The feedback from the survey will help to give the NCWRPC guidance from town residents on what is working in Crescent and what residents would like to see.

**Uniform Dwelling Inspector’s Report - None**

**Squash Lake District Report** – Jensen reported that there is a meeting this Saturday.

**Crescent Lake District Report** –

1. Discussion/Action Items

- a. **Town of Woodboro and Town of Harrison Fire/First Responder Contracts** – Discussion regarding the fire/first responder contracts with the Town of Harrison and Town of Woodboro. Hartman reported that the fee hasn't been increased in a number of years and brought this forward looking for guidance from the board. Discussion regarding the number of calls that occur in Harrison and Woodboro. Mahner will pull together numbers of calls to Crescent/Harrison/Woodboro for the last few years and bring them to the next meeting.
- b. **Urban Drive Repair Quotes** – Jensen reported that he has received quotes from Oneida County, Pitlik and Wick and Musson Brothers for repairs on Urban Drive.
  - Musson Brothers - \$21,990.00
  - Pitlik and Wick - \$20,483.00
  - Oneida County Highway - \$13,513Jensen reported that all agencies are aware that this needs to be completed by the end of September. Motion by Pazdernik to accept the Oneida County quote for Urban Drive at \$13,512.22. Seconded by Waksmonski. All aye; motion carried.
- c. **Woodcrest Drive No Parking Sign Request** – Jensen presented the Woodcrest Drive complaints by a resident regarding parking that is occurring on a curve in Woodcrest Drive. Jensen reminded the board that if a no parking sign is placed there is no enforcement that will occur. Discussion regarding adding a no parking sign. Motion by Pazdernik to put a no parking sign on the curve of Woodcrest Drive in front of Cr-733. Seconded by Waksmonski. Two aye, one nay; motion carried.
- d. **Town Of Crescent Website Update** – Hartman reported that By Request has stated that the town website will need to have some security updates completed and while doing that the website can be updated in appearance also. The cost will be \$400. Discussion regarding the updates needed and the changes that can be made to the appearance. Motion by Pazdernik to approve the website update for \$400. Seconded by Jensen. Waksmonski will head up the updates on the website. All aye; motion carried. Discussion regarding emails used by the town through By Request.
- e. **John Deere Tractor Purchase and Payment Options** – Hartman reported that there is an estimated balance due for the tractor of \$150,738.09. Hartman presented a recommendation of how to pay for the tractor. Hartman reported that there is \$38,576 available in the 2022 and 2023 Community Development Fund and an additional \$34,000 that has been received in interest for 2023 that was unbudgeted which leaves approximately \$78,162 which would either need to be a loan or paid from the general fund. Discussion regarding using general fund money versus taking out a loan. Motion by Jensen to pay the balance due for the John Deere Tractor purchase to come from the general fund. Seconded by Waksmonski. All aye; motion carried.
- f. **Badger Books Purchase** – Discussion regarding purchasing the Badger Books. Hartman recommended using the Capital Improvement Funds that had been set aside a number of years ago. Hartman reported that there will not be any training opportunities in 2024 to move to the Badger Books and if Crescent wishes to use them in 2024 they will need to be ordered now. Motion by Jensen to move forward with Badger Books as presented with the funding to come from the Capital Improvement fund. Seconded by Waksmonski. All aye; motion carried.
- g. **Operator's License Applications** - None

- h. **Driveway Application** - Application for Harry Ludwig was presented. Motion by Jensen to approve the driveway application as presented. Seconded by Pazdernik. All aye; motion carried.

2. Discussion Items

- a. **2024 Capital Improvement Process** – Jensen stated that his goal is to start a capital improvement process to better prepare for future needs/purchases. Jensen presented a form that is used by Oneida County to request capital improvement purchases. Discussion regarding creating a capital improvement process.
- b. **Review Town Lake District Appointee Process** – Jensen presented a review of Lake District boards and the town lake district appointees. Jensen encouraged board members to consider serving on the lake district. Pazdernik expressed that he would like to engage more citizen participation in groups and serving on the boards. Waksmonski expressed concern with the disruption that could be caused by turnover on the board. Discussion regarding the lake commission appointees. Pazdernik expressed support in reappointing the current town appointees.
- c. **Review Town Plan Commission Appointment Process** – Jensen presented a review of the Town Plan Commission Appointments. Jensen stated that the town ordinance language does not follow state statute language and will need to be updated. Discussion regarding the process that was used to appoint the plan commission in 2021. Pazdernik gave an overview of the interviews that he conducted in 2021 to determine who would be recommended for appointed to the commission by the board. Jensen asked for guidance on appointing new plan commission members moving forward. Pazdernik stated that he would like to speak to any future proposed member to determine what their qualifications and experience are. Pazdernik would encourage that proposed members are provided with a fact sheet regarding plan commissions created by UW-EX, a copy of the statutes governing plan commission and that a background check would be completed on each applicant. Waksmonski asked that openings on the plan commission would be posted and published.
- d. **Bay Drive Town Road Options** – Jensen reported that he has been contacted by the Siverlings about putting the driveway across town property which is considered Bay Drive. Jensen reported that there are a few options available to the town. The town could approve a driveway across the property, could sell the property or could vacate the road. Jensen would like to bring this to a future meeting with guidance from the board on how to proceed. Discussion regarding vacating vs selling the property.

**Future Meeting Dates and Agenda Items** – Creating a list of backup drivers for plowing, road projects and proper heating at town shop.

**Review Correspondence –**

- Annual Squash Lake Protection & Rehabilitation District Letter
- Oneida County Planning and zoning letter to Stephanie Kirsch-Olsen
- Letter from WPS regarding 2024 Road projects

**Approval of Vouchers/Adjourn -**

Motion by Jensen to approve vouchers as submitted and adjourn at 8:08 p.m. Seconded by Pazdernik. All aye. Motion carried.

Respectfully submitted,  
Tracy Hartman  
Municipal Clerk