STATE OF WISCONSIN

Town of Silver Cliff

Regular Town Board Meeting

Tuesday, July 14th, at 7:00pm

N11929 County Rd I, Silver Cliff Town Hall, Marinette County WI

Minutes

1.Call to order : Chair Deanna Farley called the meeting to order at 7:00pm.

2. Pledge of Allegiance: Was led by Chair Deanna Farley

3. Roll call- Verification of Meeting Notices

Members Present :

- Chair Deanna Farley
- Supervisor 2 Scott Volkmann
- Supervisor 1 Jim Fencl
- Treasurer Carol Kitchmaster
- Clerk Margaret Lewis

Verification that meeting agenda notice was posted at the locations and times below:

- Website - 8am Sunday July 12th, 2026
- Town Hall - 9am Monday July 13th, 2026
- BP/Redpine- 9am Monday July 13, 2026

4. Public Comment

Property owners from the Upper Roaring Rapids subdivision expressed concerns regarding the future of the subject roadway, specifically inquiring why the Town would not assume ownership. Because residents remain divided on whether the road should retain its private status or be transferred to county jurisdiction, they requested a deferral to reach a consensus before the Town executes a resolution authorizing the transfer. In response, the Board clarified that the municipality lacks the financial resources required to construct and maintain an additional road.

5. Approval of Agenda

Discussion was made that the Minutes from the 06/09/2026 regular board meeting minutes

would be taken off the Agenda. Deputy Clerk Chloe Luke Completed the minutes, but Clerk Margaret Lewis had not reviewed the minutes to make sure they were legible.

Motion by Supervisor 2 Scott Volkmann, Seconded by Supervisor 1 Jim Fencl, to approve the agenda as presented excluding the 06/09/2026 regular town board meeting minutes.

Ayes: 3, Nays: 0. Motion carried

6. Approve the following: Meeting Minutes from the 6/26/26 Special Meeting.

Motion by Supervisor 2 Scott Volkmann, Seconded by Supervisor 1 Jim Fencl to approve the 6/26/2026 special meeting minutes.

Ayes:3, Nays: 0. Motion carried.

7. Approve all Checks, Vouchers, Receipts and Electronic Payments from 6/09/26 to 7/14/26.

Motion by Supervisor 2 Scott Volkmann, Seconded by Supervisor 1 Jim Fencl to approve all Checks, Vouchers, Receipts and Electronic Payments from 6/09/2026 to 7/14/2026.

Ayes:3, Nays: 0. Motion carried.

8. Discussion of a resolution transferring jurisdiction of Upper Roaring Rapids Lane to the Marinette County Forestry Department for the purpose of constructing and maintaining a County Forest Road by Ryan Bourassa - Forestry Administrator

a) Marinette County Forestry Administrator Ryan Bourassa requested that the Town of Silver Cliff sign a resolution transferring jurisdiction of Upper Roaring Rapids Lane to the County. Bourassa provided a historical overview from the County's perspective, noting that the County had previously declined to adopt the road on two occasions prior to and during its construction due to easement restrictions and liability concerns. With the road now built out to a cul-de-sac at the end of the plats, transferring jurisdiction would grant the County access to 80 adjacent acres of its forestry land. This access would facilitate a sustainable timber harvest within the next few years. Ryan Bourassa explained that the revenue generated from this harvest would fully fund the road's proper construction and ongoing maintenance, offering a profitable solution for the County while sparing the Town a significant financial burden. In addition, the County's adoption of the road would provide direct, legal driving access to an estimated 5 to 20 lots that

currently lack it. During the discussion, the Town Board expressed that they have no interest in taking over the road due to the prohibitive costs of construction and maintenance. Following his presentation, Ryan Bourassa opened the floor for questions and further discussion.

b) The Board reiterated its refusal to assume jurisdiction over the roadway due to the financial constraints associated with its construction and perpetual maintenance. The Board has deferred signing the resolution until it has been thoroughly reviewed by legal counsel.
c) No action was taken.

9. Discussion and possible approval of Town Attorney

A motion was made by Supervisor 2, Scott Volkmann, and seconded by Supervisor 1, Jim Fencl, to appoint the law firm of Conway, Olejniczak & Jerry, S.C. as official legal counsel for the Town.

Ayes:3, Nays: 0. Motion carried.

10. Discussion and Approval of Temporary Alcohol Beverage License for Silver Cliff Fire Rescue Auxiliary Picnic on August 8th 2026.

A motion was made by Supervisor 2, Scott Volkmann, and seconded by Supervisor 1, Jim Fencl, to approve the Temporary Alcohol Beverage License for Silver Cliff Fire Rescue Auxiliary Picnic on August 8th 2026.

Ayes:3, Nays: 0. Motion carried.

11. Discussion Scheduling of Working Meetings on a regular basis

The Board conferred on coordinating a regular schedule for working sessions. A consensus was reached to convene on the last Wednesday of every month at 9:00 a.m. As this was a discussion item.

No formal action was taken.

12. Discussion Easement with Spectrum re: Nighthawk/Old J.

The Board reviewed the pending Spectrum easement concerning Nighthawk/Old J. It was determined that additional review is necessary, and the Board will initiate further communication with Spectrum prior to taking any formal action.

No formal Action was taken.

13. Discussion Repairs to the Town Hall

The Board discussed necessary repairs to the front right exterior wall of the Town Hall, which sustained damage from a municipal plow truck last winter. Completing this structural repair is required before proceeding with renovations to the Clerk's office to ensure a safe workspace for the Clerk and Deputy Clerk. Following consultations with building inspectors, it was confirmed that a licensed contractor is not required for the masonry work and that the Town may utilize volunteer labor. By utilizing this volunteer assistance, the total estimated cost for project materials—to be sourced from Menards, Wayfair, and Vevo—is $2,880. The Board reached a consensus in support of the project plan and the associated expenditure.

No formal action was required for this item.

14. Discussion Planning Commission Members

The Board discussed the two current vacancies on the Planning Commission. Applications were received from three candidates: Christopher Norton, Carol Kitchmaster, and Brett Reed. Chair Deanna Farley officially appointed Carol Kitchmaster to fill one of the vacant seats. The appointment for the second seat was deferred, as Chair Deanna Farley requested additional information from one of the remaining applicants prior to making a final decision.

No formal action was required for this item.

15. Chair's Report

- ARIP Eligibility: The Town does not meet the eligibility requirements for the ARIP program.
- LRIP Funding: The Town is scheduled to receive $30,000 in LRIP funding upon the completion of the Klug project.
- Municipal Truck Funding: There are currently no grant opportunities available for the purchase of a new municipal plow truck; however, financing can be secured through traditional banking institutions or state loan programs.
- Recall Election: The recent recall petition has been certified, and the recall election is scheduled for August 18, 2026.
- Partisan Primary: The Partisan Primary Election will take place on August 11, 2026.
- Next Meeting Date: Due to a scheduling conflict with the Partisan Primary on the second Tuesday of the month, the next regular Town Board meeting has been rescheduled to Monday, August 10, 2026, at 7:00 p.m.

16. Supervisor 1 Report

- Reviewed historical population data for the Town of Silver Cliff, noting that the population was 530 in the year 2000. Over the past 25 years, the population has fluctuated slightly, peaking at 546 in 2006, and standing at 513 as of 2025. In light of this relatively small population, he noted that there is insufficient demand to warrant maintaining the

town-owned church building as a community center. The property currently costs the Town approximately $6,000 annually in utility expenses. He questioned whether a vote to sell the church property would happen in the near future, with the potential for the sale proceeds to be allocated toward the purchase of a new municipal dump truck.

16. Supervisor 2 Report

- Discussed putting a want Ad on his personal facebook to acquire more people to work for the town recycle center.

17. Treasurers Report

- Checking: 21,103.65
- Tax account: 180,302.57
- Assessor account: 101,167.48
- Garbage account:111,102.50
- MM120,387.93
- Town Truck Money Market: 43,721.07
- Town Fire Department Money Market: 43,721.07

18. Clerks Report

- General Cost Reductions: Canceled non-essential subscriptions and implemented energy-saving practices, including unplugging unused appliances. 9 Month hold on the spectrum that is hooked up to the community center because it isn't being used it is now $10 monthly rather than $75 a month.
- Propane Contract: Successfully negotiated the propane rate down to $1.44 per gallon, mitigating a proposed vendor increase to $1.49.
- Telecommunications: Disconnected the unused Constable phone line to eliminate unnecessary billing, and recycled outdated municipal phones that no longer receive software updates.
- Hardware Donation: The Deputy Clerk Chloe Luke and her family donated a Samsung smartphone (valued at $500) for the Clerk's official use.
- Secondary Contact Line: Acquired a cost-effective iPhone for the Deputy Clerk to ensure residents have a reliable backup contact if the Clerk is unavailable.
- Security Upgrades: Purchased two Arlo security cameras with waterproof housing for at the Town Hall and Recycling Center, featuring multi-device mobile monitoring.
- Equipment Expenditure: Secured a total bundled cost of $91 for the two Arlo cameras and the Deputy Clerk's phone accessories (case and screen protector).
- Cost Savings (Sales Tax): Laminated and distributed tax-exempt cards for employees to carry during official Town business to eliminate unnecessary sales tax expenditures.(Can only be used for town purchases)
- Feasibility Study Update: The ongoing feasibility study is currently 50% complete.

- HR/ Payroll Issues: paystubs weren't being sent through software so we manually sent all the paystubs, but we hope this will be fixed in future.
- FOIA Requests : Several FOIA requests are open regarding the board's records, land records, and all records pertaining to the upper roaring rapids road.

19. Constable/ Planning Commission Report

- The dog that was at large has been caught by the humane society.
- We are getting to the bottom of the boat that was abandoned on Camp 10, and the DNR has been contacted for further guidance.
- Planning commission is Dealing with subdivision by king lake and will soon have a preliminary CSM review on july 27, 2026.
- Camp ground SPS 327 planning commission is aware and will look into it in future.

20. Community Center Committee Report

- Committee Reinstated: Chair Deanna Farley formally reinstated the Community Center Committee to develop ideas for the space.
- Property Sale Debate: Supervisor 1 Scott Volkmann questioned the reinstatement if the town plans to sell the church building. Chair Deanna Farley stated the building will not be sold.
- Voting Rights Noted: Supervisor 1 Volkmann reminded Chair Deanna Farley that he and Supervisor 2 Jim Fencl both have voting power regarding the building's future.
- Community Center Valuation : Chair Deanna Farley argued against selling, noting the property was purchased for $180,000 but is valued at $600,000. A brief debate occurred regarding whether the town can legally profit from the sale.
- Alternative Funding Proposal: Chair Deanna Farley floated a hypothetical $500,000 sale to fund a town truck and put $200,000 toward a new building that includes board office space.
- Office Space: Chair Deanna Farley Stated that the Board needed office space. Supervisors 1 and 2 explicitly stated they do not want or need board office space.

21. Cemetery Report

- Above-Ground Urn Inquiry**:** Discussion about a request was made asking if an urn could be secured (glued) above ground on the plot instead of proceeding with a traditional burial.

22. Road Foreman Report

- Shoulder Work: Road shoulder work is complete.
- Mowing: Right-of-ways have been mowed.
- Blacktop Repair: All blacktop patching is currently caught up.
- Upcoming Maintenance: Grading will resume on some roads.
- Equipment Update: Mechanical issues with the trucks were reported, but they are expected to be repaired and fully operational by tomorrow.

23. Fire Dept Report

- Call Volume: The department reported a slow month with zero calls.
- Smoke Advisory: An advisory was sent out noting that residents may smell smoke in the area originating from fires to the west and north.
- DNR Grant Secured: The department was approved for a DNR grant that will cover approximately 50% of the cost of a new UTV.

24. County Board Supervisor Report

- Debt-Free Status: As of June, Marinette County is completely debt-free, making it one of only three counties in the state to reach this milestone.
- Road Maintenance Resolution: A resolution to borrow $6 million over three years for road maintenance failed (vote of 21-7) because it did not reach the required supermajority. Future discussions on this matter are planned.
- Administrator Resignation: The County Administrator submitted an emergency resignation but has agreed to stay on temporarily until a replacement is hired.

25. Motion to adjourn

A motion was made by Supervisor 2, Scott Volkmann, and seconded by Supervisor 1, Jim Fencl, to adjourn this meeting.

Ayes:3, Nays: 0. Motion carried.

Meeting was adjourned at 9:00pm

Attention: This public meeting is recorded. A copy of the recording is kept for a minimum of 90 days. The open meetings law also specifies that citizens may record, film, or photograph open session meetings, if doing so does not disrupt the meeting. The law explicitly states that a governmental body must make a reasonable effort to accommodate anyone who wants to record, film, or photograph an open session meeting, if the activity does not interfere with the conduct of the meeting or the rights of the participants.

Submitted By:

Deputy Clerk Chloe Luke