

# TOWN OF SPRING BROOK – DUNN COUNTY, WISCONSIN

Regular Town Board Meeting

March 10, 2025

Town Board Chair John Schaefer called the meeting to order at 7 p.m. at the Spring Brook Town Hall. Also present were Supervisors Mike Hase and Jerry Hotchkiss, Treasurer Colleen Mensing, and Clerk Mary Strand.

Clerk Mary Strand verified that proper notice of the meeting was posted Thursday, March 6, 2025, to the outside Town Hall posting board and to the Town's website ([www.springbrook.org](http://www.springbrook.org)).

Jerry Hotchkiss/Mike Hase moved to approve as read the minutes of the February 10, 2025, Board of Audit and the February 10, 2025, Regular Town Board Meeting. Motion carried by voice vote.

Citizen's Forum – There were no requests.

Treasurer Colleen Mensing presented the Financial Report. Both the Checking and Money Market (Savings) Accounts are at Dairy State Bank. Account information was as follows:

	<u>Checking Account</u>	<u>Money Market Account</u>
Month Begin Balance	\$116,735.81	\$108,796.70
Plus Receipts	1,095,756.68	301,522.24
Less Disbursements	<u>- 1,136,117.69</u>	<u>- 000.00</u>
Month End Balance	\$76,374.80	\$410,318.94

Jerry Hotchkiss/Mike Hase moved to approve as read the Treasurer's Financial Report. Motion carried by voice vote.

Board members reviewed the document of bills to consider for approval.

Mike Hase/Jerry Hotchkiss moved to approve paying the bills with Vouchers #19421 through #19452. Motion carried by voice vote. Board members signed the report of unpaid bills. Chair, Treasurer, and Clerk will sign the checks.

There was discussion about taking offers to purchase the old Town Hall site on 420<sup>th</sup> Avenue. This topic was discussed at a Meeting of Electors on December 9, 2024, where the town residents in attendance at that meeting approved the sale. However, the approval of the sale was not documented by a formal resolution. Also, after further review, it has been determined that the parcel is approximately 0.6 acre, too small as a residential site.

It was agreed to have discussion at the April 15, 2025 Annual Meeting to, again, request the town residents' approval to sell the property.

A "Restated Memorandum of Understanding and Agreement" for the Elk Mound Fire District was proposed. It outlines the billing of rescue services to town properties.

Mike Hase/Jerry Hotchkiss moved to accept the "Restated Memorandum of Understanding and Agreement" with the Elk Mound Fire District. Motion passed unanimously by roll call vote.

Mike Hase/Jerry Hotchkiss moved to accept Resolution #2025-01 approving the "Restated Memorandum of Understanding and Agreement (the "Agreement") with the Village of Elk Mound and the Town of Elk Mound to Create a Joint Fire District" with the Elk Mound Fire District. Motion passed unanimously by roll call vote.

A proposal for tree trimming along Town road right-of-way areas was discussed.

Mike Hase/Jerry Hotchkiss moved to approve the tree trimming proposal of \$15,900 for 4.7 lane miles by Precision Tree Service, LLC. Motion carried by voice vote.

A proposal of two options for a lighting retrofit at the town shop, hall, office, and vault was reviewed. Rebates are available through Xcel Energy and Focus on Energy. By switching to LEDs, monthly lighting costs are anticipated to be greatly reduced. The Town of Spring Brook would be required to pay the full cost of the project with the rebates to be received later.



Mike Hase/Jerry Hotchkiss moved to approve Option #1 from J.A. Alexander Electric for a lighting retrofit project, which includes submitting the appropriate documentation for rebates payable to the Town of Spring Brook. Motion carried by voice vote.

Board members were in agreement to participate in the annual Board of Review training via a training thumb drive at the Town Hall on March 12, 2025, starting at 9 a.m. Clerk will post the training as a quorum of the Town Board with no Board action.

Road Patrolman Mitch Kreutzer provided a map for Board members of the township with suggested roads for improvement. Board members will conduct their personal road inspection with discussion planned for the April Regular Meeting of which roads to advertise for bids.

Board members were in agreement to continue mowing services with David Alf for the Sand Hill Cemetery and with Craig Turner for the Town Hall/Shop and at the Elk Creek Lake Beach.

With our Town Board Meetings typically being held the second Monday of the month, our next meeting would be Monday, April 14, 2025. The Annual Meeting is scheduled, by state statute, on the third Tuesday in April. This year, these meetings would be held two nights in a row.

Jerry Hotchkiss/Mike Hase moved to schedule the April Regular Town Board Meeting and the Annual Meeting combined on the same evening of Tuesday, April 15, 2025, beginning at 7 p.m. Motion carried by voice vote.

John Schaefer reported that temporary road weight restrictions were placed on March 3. John provided a report of the recent inspection of our salt sand inventory, indicating no follow-up was required.

Mike Hase reported the Elk Mound Fire District has one new firefighter, now at 21 on staff. The engine that was repaired is back in service and working well.

Jerry Hotchkiss reported on a recent meeting of the Menomonie Rural Fire/EMS District. Their revised invoicing procedure is in effect as of January 1, 2025. The district is exploring grant money towards the purchase of a new fire truck. A quarterly meeting of the Elk Creek Lake Protection and Rehabilitation District is this Wednesday.

Clerk Mary Strand provided a prepared report and shared reports from the Building Inspector, the Dunn County Register of Deeds, a recent Timber Cutting Notice, and notice of the Wisconsin DNR (Department of Natural Resources) granting a "Water Quality Certification" to a town landowner.

Road Patrolman Mitch Kreutzer reported the culverts are running slowly by Dodge's and one by Elk Creek Lake is froze up. West Wisconsin Telcom Cooperative (24-7) will move their telephone pad on 408<sup>th</sup> Avenue for easier access for road maintenance by the Town of Spring Brook. Mitch gave an update on the condition of the F-450.

Mike Hase/Jerry Hotchkiss moved to adjourn the meeting. Motion carried by voice vote. The Regular Town Board Meeting was adjourned at 8:20 p.m.



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Mary L. Strand, Clerk