

# TOWN OF SPRING BROOK – DUNN COUNTY, WISCONSIN

Regular Town Board Meeting

August 7, 2025

Town Board Chair John Schaefer called the meeting to order at 7:02 p.m. at the Spring Brook Town Hall. Also present were Supervisors Mike Hase and Jerry Hotchkiss, Treasurer Colleen Mensing, and Clerk Mary Strand. This meeting followed the conclusion of a Plan Commission Meeting.

Clerk Mary Strand verified that proper notice of the meeting was posted Friday, August 1, 2025 to the outside Town Hall posting board and to the Town's website ([www.spring-brook.org](http://www.spring-brook.org)) and a revised notice posted Tuesday, August 5, 2025, to the same locations.

Jerry Hotchkiss/Mike Hase moved to accept as read the minutes of the July 14, 2025, Regular Town Board Meeting. Motion carried by voice vote.

Citizen's Forum – David Alf inquired of road grading plans on the prairie.

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	\$31,988.91	\$313,458.10
Plus Receipts	89,905.83	665.68
Less Disbursements	- 84,633.42	- 000.00
Month End Balance	\$37,261.32	\$314,123.78

Jerry Hotchkiss/Mike Hase moved to accept as read the Financial Report. Motion carried by voice vote.

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

Mike Hase/Jerry Hotchkiss moved to pay the bills with Vouchers #19597 through #19621 and bills received recently from Haas Sons, Inc., of approximately \$39,000 and from Menards of approximately \$210. Motion carried by voice vote. Board members signed the report of unpaid bills. Chair, Treasurer, and Clerk will sign the checks.

Jerry Hotchkiss/Mike Hase moved to approve the Land Division and CSM (Certified Survey Map) for the Stallman Brothers, Inc., and Cody and Brianne Stallman in Section 1, Town 27N, and Range 11W (PIN: 03422711012100001). Cody Stallman was present with the CSM original signature page for Chair and Clerk signatures.

Jerry Hotchkiss is our Town's representative to the Menomonie Rural Fire/EMS District. An agreement with the City of Menomonie is under review prior to acceptance by both entities. From a recent meeting, Jerry reported on anticipated increases in fire and EMS response costs. Legal review of the proposed agreement has been done with some changes proposed.

Road Patrolman Mitch Kreutzer reported on the current condition of the Town's grader tires being that three of the six tires are heavily worn, with a preference to keep one of the three worn tires as a spare. Two estimates were available for review.

There was consensus of the Town Board to, after contacting All Season Tire Pros for an additional estimate, purchase three new grader tires at the lowest cost.

Board members were in agreement to issue a letter to local irrigation users to keep irrigated water off all Town roads. There was also interest in publishing a notice of the same information.

It is anticipated the Town of Spring Brook will apply and be approved for the next LRIP (Local Roads Improvement Program) grant cycle. For the application process, Board members agreed to list the following roads as part of the Town of Spring Brook's Five-Year Plan: 420<sup>th</sup> Avenue; 690<sup>th</sup> Street; 790<sup>th</sup> Street; 890<sup>th</sup> Street; and 1010<sup>th</sup> Street

It was thought to consider applying for a TRI-D grant for 890<sup>th</sup> Street.

It is anticipated the Town of Spring Brook will apply again for the ARIP (Agricultural Roads Improvement Program) grant for 810<sup>th</sup> Street.

John Spare and Robert Colson were at the meeting regarding 1001<sup>st</sup> Street and Zielie Park near the Elk Creek Lake dam. Mr. Spare owns the land to the south of Zielie Park, north of County Road E. Dunn County owns the park. Mr. Spare mows the park and stated the park is not being used for the intended use but, instead, is showing use of undesirable activity due to refuse left of needles,



beer cans, and fireworks. Mr. Spare and Mr. Colson suggested closing Zielie Park over winter. Mr. Spare offered to snow plow 1001<sup>st</sup> Street to County Road E. The Town of Spring Brook plows 1001<sup>st</sup> Street and uses the area near the dam to turn around. Mr. Colson stated he has approached Dunn County in requesting that hours of the park be limited, suggesting the park be closed at 9 p.m. Mr. Spare and Mr. Colson requested support from the Town of Spring Brook in reducing the hours of Zielie Park.

There was consensus that the Spring Brook Town Board of Supervisors was in support of limiting the hours of Zielie Park, located near the Elk Creek Lake dam.

Following the conclusion of the 1001<sup>st</sup> Street and Zielie Park agenda item, John Spare and Robert Colson exited the meeting at 7:46 p.m.

John Schaefer reported on grader patching to be completed when the part-time road maintenance person is available. The annual membership fees with the Dunn County Unit (Wisconsin Towns Association) will increase for next year's budget.

Mike Hase reported there are approximately 20 firefighters with the Elk Mound Fire District with a new individual in the interview process. September 20, 2025, is planned for the Flames and Fenders event at the Elk Mound Lions Park with a car show, food, and raffle.

Jerry Hotchkiss reported the Annual Meeting of the Elk Creek Lake Protection and Rehabilitation District is planned for Wednesday, August 13.

Clerk Mary Strand provided a printed report and also shared the Building Inspector Report; the Menomonie Rural Fire/EMS District Report for June 2025; two Sanitary Reports; the Dunn County Humane Society quarterly newsletter for April-June 2025; minutes of the April 28, 2025, and the July 28, 2025 Dunn County Unit WTA Meetings; minutes of the July 28, 2025, Dunn County Unit WTA CTRIC (County Town Road Improvement Committee) Meeting; and minutes of the July 22, 2025, Menomonie Rural Fire/EMS District Meeting.

Road Patrolman Mitch Kreutzer reported the new (New Holland) mower is here and is working well. The old mower is on an auction site that ends mid-August. Crushed rock has been hauled and graded to fix holes with Haas set to haul in more. Rip-rap has been applied to two bridges as the need was indicated on a bridge report. The pulverizer finished up yesterday with paving anticipated for August 18. Tree trimming will begin soon following the completion of pulverizing. Pot hole patching is planned to continue with completion within the next couple of weeks. Gravel roads will be graded prior to harvest. A culvert on 1008<sup>th</sup> Street was replaced. Work to place a "lift" on 408<sup>th</sup> Avenue with a culvert replaced is progressing.

Mike Hase/Jerry Hotchkiss moved to adjourn to Closed Session, pursuant to Wisconsin Statute 19.85(1)(c), for the purpose of discussing Employee Performance and Compensation. Motion passed unanimously at 3:0. The initial end of Open Session was at 8:08 p.m. with the agenda stating an intent to return to Open Session following the conclusion of Closed Session.

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Open Session was brought back to order at 8:25 p.m. with Board members John Schaefer, Mike Hase, and Jerry Hotchkiss; Clerk Mary Strand; Treasurer Colleen Mensing; and Road Patrolman Mitch Kreutzer in attendance.

Action taken in Closed Session approved a \$1 per hour wage increase and to replace the holiday bonus with a \$100 clothing allowance for Road Patrolman Mitch Kreutzer.

Mike Hase/Jerry Hotchkiss moved to adjourn Open Session. Motion carried. Open Session was adjourned for the evening at 8:28 p.m.

  
Mary L. Strand, Clerk