

# TOWN OF SPRING BROOK – DUNN COUNTY, WISCONSIN

Regular Town Board Meeting

December 8, 2025

Town Board Chair John Schaefer called the meeting to order at 7:07 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 Wednesday, December 3, 2025, to the outside Town Hall posting board and to the Town's website ([www.spring-brook.org](http://www.spring-brook.org)).

Mike Hase/Jerry Hotchkiss moved to accept as typed the minutes of the November 10, 2025, Public Budget Hearing and Special Meeting of Electors and of the November 10, 2025, Regular Town Board Meeting. Motion carried by voice vote.

Board members were in agreement to adjust the agenda order and next discuss Item #8 - "Consider Land Division and Proposed CSM (Certified Survey Map) for Prochnow Revocable Grantor Trust (1703422712104200002) in S10; T27N, and R12W."

At the Plan Commission Meeting held earlier this evening, a Land Division and CSM for Prochnow Revocable Grantor Trust were reviewed and accepted. Jerome "Pete" Prochnow and Surveyor Steve Kochaver were present. The proposal creates two lots, one of 18.51 acres and the other of 11.59 acres, from the original approximate 30.10-acre parcel.

Mike Hase/Jerry Hotchkiss moved to accept as presented the Land Division and proposed CSM (Certified Survey Map) for Prochnow Revocable Grantor Trust (1703422712104200002) in S10; T27N; R12W. Motion carried by voice vote. Chair and Clerk signed the CSM signature page.

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	\$43,548.79	65,606.83
Plus Receipts	90,330.10	80.53
Less Disbursements	- 41,635.67	- 00.00
Month End Balance	\$92,243.22	\$65,687.36

Jerry Hotchkiss/Mike Hase moved to approve 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 #19717 through #19749 and an anticipated bill from L&M Mail Service to mail tax bills. Motion carried by voice vote. Board members signed the report of unpaid bills. Chair, Treasurer, and Clerk will sign the checks.

There was discussion considering a boundary change to the Town of Red Cedar of a 39-acre parcel of BRUMITE, LLC., doing business as Whispering Emerald Ridge Game Farm, located along the east side of 640<sup>th</sup> Street, just north of County Road J. Bruce Neverdahl was present for this meeting and stated that the Town of Red Cedar met earlier this evening and was in favor to move forward with this boundary change. Bruce stated he will acquire legal representation to prepare legal documents for the boundary change. No formal action was taken by the Town of Spring Brook at this meeting.

Jerry Hotchkiss/Mike Hase moved to designate Election Inspectors for the 2026-2027 Election cycle as follows:

Judi Anibas	John McMartin	Roxane Schaefer	Amber Svhovec
David Arneson	Shawn McMartin	Karen Sipple	Deborah Zanoni
Rebecca Arneson	Colleen Mensing	Mary Strand	
Stephany Grossbier	Patricia Peterson	Robert Strand	

Motion carried by voice vote.

John Schaefer reported on the Burning Ordinance in the Town of Spring Brook. Also noted was the intent that the Dunn County Highway Department is to sealcoat 1001<sup>st</sup> Street, on the south side of the Elk Creek Lake dam, that the Town of Spring Brook took jurisdiction of in 2025.

Mike Hase reported on the Elk Mound Fire District. A service to wash fire response clothing is no longer available. A washer to place at the Fire Hall is sought. No current firefighters live within the Village of Elk Mound.

Jerry Hotchkiss reported a quarterly meeting is planned for this Wednesday for the Elk Creek Lake Protection and Rehabilitation District.

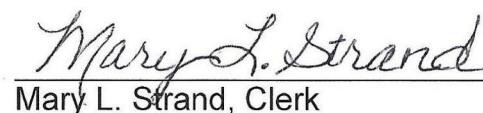
Clerk Mary Strand provided a prepared report. The Town's website has been updated with the December Tax Newsletter and the report of values and levies of the taxing entities within our Town. The Elk Mound Fire District conducted a twice-yearly fire inspection of the Town Hall and Town Shop reporting no areas of concern. Available for review were two land transfer reports and the Building Inspector's monthly report.

Treasurer Colleen Mensing reported on picking up the tax bills today at the Dunn County Treasurer's Office. There is a wait for the 2026 Solid Waste/Recycling Permits and accompanying flyers.

Patrolman Mitch Kreutzer reported on an approximate timeline of taking ownership of our newer plow/dump truck. Winter plowing and sanding operations have been underway. Some use of the tractor with the boom mower attached continues. There was consensus to add Devin Klatt as a back-up plow driver. Clerk will update insurance coverage, obtain employment documents, and schedule pre-employment drug testing. Mitch reported of a used Ford F550 pick-up truck online that is located near McFarland, Wisconsin.

Mike Hase/Jerry Hotchkiss moved to increase the monthly payment or stipend to Patrolman Mitch Kreutzer from \$300 to \$600 (both before tax), effective with the January 2026 check. Motion carried by voice vote.

Mike Hase/Jerry Hotchkiss moved to adjourn. Motion carried by voice vote. The meeting was adjourned at 8:22 p.m.



Mary L. Strand  
Clerk