

**MINUTES OF THE DAKOTA TOWN BOARD MEETING
NOVEMBER 13, 2023**

CALL TO ORDER

The regular monthly meeting of the Dakota Town Board was called to order at 6:38 p.m. at the town hall, immediately following the 2024 budget public hearing and special meeting of the electors.

ROLL CALL

Roll call found all board members present: Chairman Tony Peterson, Supervisor Jeremy Kubasta, and Supervisor Gary Grenier. Other town officials present were: Clerk Melanie Stake, Treasurer Teri Kubasta, Assessor John P. Blader, Sr., and Land Use Planning Commission representative Bill Van Dongen.

APPROVAL OF AGENDA

Moved by J. Kubasta, seconded by Grenier, to approve the agenda as presented. Motion carried.

APPROVAL OF MINUTES

Moved by J. Kubasta, seconded by Peterson, to approve the minutes of the October 9, 2023, regular meeting, and the October 23, 2023, special meeting. Motion carried.

PUBLIC COMMENT

County Updates: Van Dongen reported that the Waushara County Parks director had left his job. The new courthouse is scheduled to be completed in May 2024, but will not have meeting space available for groups like the Watershed Lakes Council.

Road Damage: Gene Krolikowski of N2098 17th Dr. said that the west side shoulder of 17th Drive needed attention due to farm implement activity damage.

REPORTS

Treasurer: T. Kubasta distributed a hard copy of the October 2023 bank reconciliation, which is filed with these minutes.

Clerk: Stake said that she submitted the Town Road Improvement Program Discretionary/Supplement grant application. All special charges for tax bills have been forwarded to the County. Mobile home parking fee paperwork is up-to-date and has been given to Blader for assessment. Alliant Energy said they will work with the County Highway Department in spring to get town roads repaired due to solar farm damage. Other road damage on Oakdale Court has been fixed, and M.J. Electric will reimburse the town for it.

Assessor: Blader provided the latest Preliminary Major Class Comparison report, which showed the town's assessment was further out of compliance with state equalized values. He will wait as long as possible in 2024 to hold Open Book and Board of Review, with tentative dates set for June 24 and July 15, respectively. He is on a county committee to develop a numbering system for assessing buildings on leased lands. Next year, the solar farm parcels in the town will be assessed as commercial instead of agricultural, and will be required to pay a conversion fee. Stake will check with Waushara County Zoning on the implications of this change, if any.

Fire District: Grenier said the recent open house was well attended.

Road Matters: The Waushara County Highway Department completed the grading on Dakota Avenue. The area near Fratzke Lake on 18th Avenue needs grading before it snows. The cold patching on 15th Drive due to solar farm damage was not well done. If it is not fixed adequately in spring, the town will need to get the County Zoning Department involved.

Zoning, Land Use and Development Matters: Van Dongen said that 2023 has been another good year for room tax revenue.

UNFINISHED BUSINESS

Routine Road Maintenance and Time-Sensitive Repairs: Stake was directed to write Hartwig about the following winter tree-trimming projects when there is no snow to plow: Czech Court between County Road Y and State Road 22, and the three trees past 17th on Cottonville Lane, just before the airport. The County Highway Department could also spray this area for weeds at a cost of \$130 per mile, per application (would likely take three applications). Stake was directed to put this matter on the board's agenda for spring 2024. Peterson directed Grenier to check with the County Register of Deeds Office about the right-of-way measurements for the roads around Witter Lake, so overgrowth in the right-of-way can be trimmed back.

South Cemetery Logging/Cleanup: Peterson has a verbal estimate from Adam Blader for logging and cleanup in the South Cemetery, at a cost of \$3,000 for the project. The town would likely get \$6,000 for the wood. The logging could take place in winter, and the stump removal and other cleanup in the spring. Moved by J. Kubasta, seconded by Grenier, to proceed with the project after getting an estimate to this effect in writing from Adam Blader. The motion was carried.

NEW BUSINESS

Passage of 2024 Town Budget: Based on the action taken at the special meeting of the electors, it was moved by J. Kubasta and seconded by Grenier to approve the 2024 summary budget as presented. Motion carried. The budget reflects a tax levy of \$166,578 to support estimated expenditures of \$417,971.98.

Ordinance No. 2023-03 Creating Dakota Town Board Meeting Agenda-Setting Procedures: Moved by J. Kubasta, seconded by Grenier, to approve the ordinance. Motion carried. The ordinance clarifies that any town official may add items to the agenda, and that they must be submitted in writing/via email to the town clerk or town chair.

Burial Fees Resolution: At the October meeting, resident Mark Dahlke asked questions about residency requirements for free burials in Dakota's cemeteries, and how those requirements pertained to military personnel on active duty away from Dakota. The consensus of the board was that there should be no burial fee for military members, or their spouses, if they were on active duty at the time of their deaths and their last permanent residence was in the Town of Dakota. Stake will bring the formal resolution amendment to the December board meeting.

Town Board Meeting Recordings: Moved by Grenier, seconded by J. Kubasta, to direct the town clerk to record all town meetings, and to download and retain these recordings until the town board approves of their destruction. Motion carried.

Treasurer's Annual Tax Letter: T. Kubasta provided the board a copy of the letter she will mail with tax bills. She noted that the Open Book and Board of Review dates are listed as "to be determined," since they are not set at this time. She included information about the town hall's new rental rates. Her tax collection office hours will be on December 31 from 8 a.m. to 11 a.m., though she will accept payments anytime she is at the town hall.

Approval of Bills for Payment: Motion by J. Kubasta, seconded by Grenier, to approve the monthly bills as presented and filed with these minutes. Motion carried.

NEXT MEETING/FUTURE AGENDA ITEMS

Peterson directed Stake to include the following on December's agenda: payment of the Wisconsin Towns Association's Town Advocacy Council dues.

The town's next regular board meeting will be held at the town hall on Monday, December 11, 2023, at 7 p.m.

ADJOURNMENT

There being no further business, Peterson moved to adjourn, seconded by Grenier. The meeting was thus adjourned at 7:33 p.m.

These minutes are a draft, subject to approval or amendment at subsequent meetings of the town board. Any amendments made will be detailed in the minutes of the meeting at which the changes are proposed, and afterward these minutes will be reposted with the changes.



/s/ Melanie R. Stake, Town Clerk