

**MINUTES OF THE DAKOTA TOWN BOARD MEETING  
AUGUST 11, 2025**

**CALL TO ORDER**

The regular monthly meeting of the Dakota Town Board was called to order at 7:00 p.m. at the town hall. The Pledge of Allegiance was recited.

**ROLL CALL**

Roll call found all board members present: Chairman Jeremy Kubasta, Supervisor Gary Grenier, and Supervisor Bob Bandt. Other town officials present were: Clerk Melanie Stake, Treasurer Teri Kubasta, and Assessor John P. Blader, Sr.

**APPROVAL OF AGENDA**

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

**APPROVAL OF MINUTES**

Moved by Bandt, seconded by Grenier, to approve the minutes of the July 14, 2025, regular meeting. Motion carried.

**REPORTS**

**Treasurer:** The July 2025 bank reconciliation was distributed to the board and is filed with these minutes.

**Clerk:** Stake said last year's net new construction increase was minimal—0.33 percent—so the town's allowable tax levy can only increase by about \$550. The town is already over the minimum threshold of \$5,400 for expenses relating to last month's flooding, so she will continue working with Waushara County Emergency Management to collect any reimbursement for which the town is eligible.

**Assessor:** Blader is working on assessing new construction.

**Fire District:** Grenier said that the fire district needs to increase its budget to keep up with necessary expenses and repairs. J. Kubasta and Bandt agreed that a 10 percent increase for fire protection would not affect the town's budget too much.

**Road Matters:** Speeding on town roads was discussed. The board wondered whether it could borrow one of the Waushara County Sheriff's Office radar speed signs, or if the town should purchase its own. Last month's heavy rain caused washouts on some roads. Solutions will be discussed later in the meeting.

**Zoning, Land Use and Development Matters:** J. Kubasta said he is receiving copies of letters from Waushara County Zoning regarding campers on vacant lots and other violations.

## NEW BUSINESS

**Town Hall Rental Application:** Moved by Grenier, seconded by Bandt, to approve a rental application for Marcelina Gomez on October 25, 2025. Motion carried.

**Resolution No. 2025-02, To Amend Cemetery Resolution:** Moved by J. Kubasta, seconded by Grenier, to approve a resolution to amend Resolution 2022-05 as it relates to burial plot fees. Motion carried. The language was changed to indicate that a person is eligible for a free plot in a town cemetery if they are a resident *or* landowner of the town at the time of plot reservation, and to require that each plot reservation designate a specific owner (not just a family surname). The full resolution can be found on the town's website at [www.townofdakota.org](http://www.townofdakota.org).

**Washouts on Hillside Street and Chicago Lane:** J. Kubasta made a motion to fix Chicago Lane's damage by digging out the area, grading it, and creating an asphalt ditch. Grenier seconded the motion, and it was carried. For Hillside Street, it was the consensus of the board that the town solicit bids for installing curb and gutter on both sides of the road. J. Kubasta will prepare a bid sheet for approval at September's town board meeting. Then Stake could advertise for bids in October, and the board could open bids at its November meeting. The actual road work would be done in 2026.

**Mobile Home Parking Fees:** The town calculates mobile home parking fees each year based on a January 1 assessment. This year, a mobile home burned down shortly after the assessment (done by the assessor), and calculation of parking fees (done by the clerk). In February, Stake asked the Wisconsin Department of Revenue (DOR) whether parking fees had to be adjusted/removed for this burned-down trailer. A DOR auditor told Stake via email that she did *not* have to adjust the fees. The Dakota Capital Mobile Home Community owner pursued the matter, and in late July, a DOR supervisor reversed his department's answer.

Stake described the complicated process of calculating, collecting and distributing parking fees, and how difficult it would be to alter them mid-year. She said if she must alter fees anytime a mobile home is removed or added, it would be burdensome; like calculating the tax roll—albeit on a smaller scale—multiple times per year. Parking fees do not just affect the town and the park, but also the state lottery credit and the Wautoma Area School District, which receives a share of the parking fees collected.

An option would be to add the value of all the mobile homes to the park owner's future assessments/property tax bills, and then the owner could decide how to recoup that expense from each tenant. Blader did not like this idea. Stake emailed the DOR supervisor twice for guidance on making the mid-year alterations and received no response. The consensus of the board was to wait for DOR's response before doing anything further to address the issue.

**Workers' Compensation Audit:** Stake said that the town's insurance carrier, Rural Mutual, wanted to charge the town an extra \$1,661 because two of the town's independent contractors did not have their own workers' compensation coverage during the last full audit period. After back-and-forth, Rural Mutual said that the contractors in question must complete a "9-Point Test" form to prove their independent contractor status, so the town does not have to pay the extra premium cost. Stake asked J. Kubasta to give the forms to the independent contractors, and then she will forward the completed forms to Rural Mutual.



**Approval of Operators' (Bartenders') License Applications:** Moved by Grenier, seconded by J. Kubasta, to approve applications for Maddison Arveson and Bridget Block to serve alcohol at the Waushara Country Club. Motion carried.

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


### **NEXT MEETING/FUTURE AGENDA ITEMS**

The town's next regular board meeting will be held at the town hall on Monday, September 8, 2025, at 7:00 p.m.

### **ADJOURNMENT**

There being no further business, the meeting was adjourned at 7:44 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