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MINUTES OF THE MERRIMAC TOWN BOARD MEETING
Wednesday, October 2, 2024 7:00 p.m.

Present were Chairman Charlie Hall, Interim Supervisor Mike Sitton, Supervisor John Gaedke, and Town Administrator & Clerk-Treasurer Stephanie Brensike.

Chairman Charlie Hall called the **TOWN BOARD MEETING** to order at 7:00 p.m. Stephanie Brensike confirmed the meeting had been properly noticed.

The board considered approval of the minutes of the Town Board Meeting for September 4, 2024. Motion by Gaedke to approve the minutes as submitted for the Town Board Meeting held on September 4, 2024, seconded by Sitton. Motion carried.

The board reviewed the financial reports and considered approval of the bills. Brensike gave an overview of the September financial reports. Motion by Gaedke to approve the financials and pay the bills as submitted, seconded by Sitton. Motion carried.

Under **PUBLIC COMMENT** – No public comment.

Under **CORRESPONDENCE** - Brensike received a letter from the Foster's Shores Condominium Association, requesting a meeting with the Board to discuss the previously denied granting of an easement to the Town for the portion of Lucille Ln that is privately owned. Hall requested Brensike coordinate a meeting.

Under **REPORTS AND ANNOUNCEMENTS OF OFFICERS AND COMMITTEES** –
Zoning Meeting: October 16, 2024 at 7pm- CSM application by Pronto, LLC.
Fall Yard Waste Collection: October 19, 2024, 9am-Noon at Village Wastewater Treatment Plant.
General Election November 5, 2024: Brensike noted that the in-person absentee (early voting) dates will be published on the Town's website by the end of this week. Addition information regarding the election can be found on the Town's website on the Elections page.
The Deputy Clerk-Treasurer position announcement was posted, with applications accepted through Nov 1.
Preliminary 2025 Budget: Brensike gave an Administrative Budget Overview.

Under **OLD BUSINESS** – Nothing to report.

Under **NEW BUSINESS – Approval of 2023 Town Audit Report:** Hall made a motion to approve the final audit report as submitted, seconded by Sitton. Motion carried unanimously.

Discussion and possible action regarding the 2024 tax bill newsletter insert. Motion by Gaedke to approve the 2024 tax bill newsletter insert as submitted for printing, seconded by Sitton. Motion carried.

Discussion and action regarding the 2025 proposed budget and setting a Special Town Meeting on Wednesday, November 6, 2024 to establish the 2024 tax levy payable in 2025. Brensike stated the 2024 allowable levy for the town is $339,000, with a Mill Rate of $0.66. Motion by Sitton to set the Special Town Meeting to establish the 2024 tax levy payable in 2025 on Wednesday, November 6, 2024. Seconded by Gaedke. No further discussion. Motion carried.

Discussion regarding the 2025 Merrimac Joint Fire Department budget. Brensike noted that the Merrimac Fire Department Budget is not final until after the Fire Commission meeting, scheduled for Monday, October 7, 2024. The Town's proposed share of the fire levy is $113,546.20, an increase of $3,652.07 from last year. Brensike stated that the Town may choose to take an allowable levy increase in the amount of the Town's share of the joint fire district levy increase. This would raise the Town levy from $339,000 with a Mill Rate of $0.66 to $342,652 and a Mill Rate of $0.67. Brensike confirmed that the full amount of the Town's share of the fire levy had already been accounted for in the Town's 2025 budget as presented. The Board does not intend to take the tax levy increase at this time.

Discussion and possible action regarding Resolution 2024-04 Accepting Lakestone Estates Phase 1 Development Agreement Improvements: Brensike stated all improvements for the approved development plan of Phase 1 of Lakestone Estates have been completed and inspected. Gaedke made a motion to adopt Resolution 2024-04 accepting Lakestone Estates Phase 1 development agreement improvements. Seconded by Sitton. No discussion. Motion carried unanimously.

Discussion and consideration of a Certified Survey Map (CSM) to split 0.61 acres from existing parcel 026-0642-10000 of Maple Bluff Estates Subdivision; CSM submitted by Richard and Nicole DuBois, Park Place MHC, LLC, 3401 Frey Ct Lot 10, Marshfield, WI 54449: Brensike gave a summary of the request, stating that Sauk County has given preliminary approval, and the Zoning Commission recommended approval at the September 18, 2024 meeting. Motion by Sitton to approve the CSM submitted by Richard and Nicole DuBois, Park Place MHC, to split 0.61 acres from existing parcel 026-0642-10000. Seconded by Hall. Motion carried unanimously.

Discussion and consideration of a petition to rezone property from the Agricultural Conservation District into the Single-Family Residential District. The property is a proposed 3.4-acre parcel being a part of Section 35, T. 11 N., R. 7 E in the Town of Merrimac, Sauk County to be divided from Tax Parcel 026-0646-00000; application by Theodore L and Claire A Walmer, E13848 Dan-Mar Ct, Merrimac, WI 53561. Brensike gave a summary of the request, stating that the Walmers propose a land division to create a total of three (3) parcels to be able to sell two as buildable lots. The new lots would not be buildable per current Agriculture Conservation Zoning ordinance. The petitioners requested a rezone from Agriculture Conservation to Single-Family for the proposed new lots to allow for construction. Current Comprehensive Plan and Development Map designate this area as Agriculture Preservation, which prohibits zoning into a single-family zoning district. Brensike stated the Zoning Commission recommended the rezone request be denied at the September 18, 2024 public hearing and meeting. Motion by Hall to deny the request by Theodore and Claire Walmer to rezone 3.4 acres of parcel 026-0646-00000 from Agriculture Conservation to Single-Family Residential. Seconded by Sitton. Motion carried unanimously.

ADJOURMENT – Motion to adjourn by Gaedke, seconded by Sitton. Meeting adjourned.

Town Officers: Charlie Hall, Town Chair, 608-963-2993; Mike Sitton, Interim Supervisor 1, 608-434-5374; John Gaedke, Supervisor 2, 608-356-2301; Stephanie Brensike, Town Administrator/Treasurer; Town Hall 608-493-2588 **(please, no calls at residence, except for emergencies)**. Assessor: Steve Mahlik, Equity Appraisal, LLC. 608-826-0009. Email address: townmerr@tds.net. Building permits are required in the Town of Merrimac. Contact Stephanie Brensike for permit and zoning regulations: tnadmin@tds.net. Town website: https://townofmerrimac.net. Special Garbage Collection requests, contact Peterson Sanitation: 608-524-6603.

Stephanie Brensike

Respectfully submitted: Stephanie Brensike
Administrator & Clerk-Treasurer