

Town of St. Joseph - St. Croix County, WI
Minutes for the Joint Meeting of the Public Works Committee and Town Board
St. Joseph Town Hall
Tuesday, July 2, 2024 – 6:00PM

CALL TO ORDER *By chair Marty at 6:00pm.*

PLEDGE OF ALLEGIANCE

STATEMENT OF PUBLIC NOTICE *Posted as required.*

ROLL CALL *Members Carlson, Marshall, Marty, and Simpson were present. Alternate Haley was also present*

ADOPTION OF AGENDA *Motion to adopt the agenda (Marshall/Carlson) passed*

APPROVAL OF PRIOR MEETING MINUTES – 6/04/2024 *Motion to adopt the minutes of the June 4, 2024 meeting (Marshall/Carlson) passed.*

Business:

- 1 2024 Road Projects:
 - 1.1 2024 Road project discussion, including crack patching and seal coating.
Crack sealing will be done this month, with seal coating done in August.
 - 1.2 2024 road project on 144th Ave. Any updates or issues. *Resident Rick Caruso (327 145th Ave.) appeared, requesting that the town preserve as many trees as possible on this project. It was explained that the road needs a clear right of way, and also that tree roots can damage the roadbed, and eventually the road. Rick was advised to write his concerns in an email to the town clerk for review by the Town Board. Jeff Carlson asked about adding tree planting to the road plan.*
- 2 Other road projects: *None.*
- 3 Damages to roads:
 - 3.1 Any other road damage issues. *Todd dug out and repaired some areas on roads that will be seal coated this summer. There was a problem on 140th Ave. - the bank at a driveway was washing out, and had been fixed.*
- 4 Discuss seal coating new subdivision roads at 3 years. *Waiting on action from Town Board. The Town Board has discussed this. Lee did a cost estimate for seal coating all of the roads in that most recent major project. This seal coating would cost about \$871k. Lee showed the board the graph in the pavement management plan that shows costs of delaying this road maintenance. There was discussion of having developers pay for the first seal coating at 3 years. A motion was made (Carlson/Marshall) and passed (Haley abstaining): The Public Works Committee recommends that the Town Board create an ordinance that requires developers to escrow the full amount of the funds needed, as estimated and recommended by our engineering firm, for the Town to seal coat those roads three years after completion as a future cost savings best practice and maintenance procedure.*
- 5 Signage - any signage issues. *New chevrons have been put up on some curves as needed. Some new street signs have been put up as needed.*
- 6 Traffic Reports.
 - 6.1 Speeding vehicle issues in Houlton on recently refurbished roads. *Traffic studies have been run on 3 roads in Houlton. The reports will be available soon.*
- 7 Review of Town Ordinance Chapter 149 on roads. *Waiting on action by Town Board. Still waiting.*
- 8 Request for “No Engine Braking” sign on Cty. A at the south entrance to Burkhardt. *Bob Marty monitored for noise from the Coop parking lot. There doesn't seem to be a problem*

here. The town would need to create an ordinance for this and enforce it, which would be difficult on a county road. Note that the current digital 25mph speed limit sign on the south end of Burkhardt replaced a "no engine braking" sign. A motion was made (Marty/Simpson) to deny the resident request for a "no engine braking" sign on County Road A south of Burkhardt. The motion passed.

- 9 Parking issues on Nelson Farm Road near State Park lot entrance. *This item was tabled until the August meeting – we will monitor the parking over the upcoming holiday.*
- 10 PW Committee membership – interview Les Weber. *Les is a 7-year resident. He grew up in the country, and currently lives in the northeast corner of the town. His wife is on the Finance Committee. He would be alternate #2 on the Public Works Committee. A motion was made and passed (Carlson/Marshall) to recommend to the Town Board that Les Weber be appointed to the Public Works Committee.*
- 11 General maintenance:
 - 11.1 Completion of work orders. *Ok.*
 - 11.2 Tractor and equipment maintenance. *The tractor is in service mowing ditches. There have been no new payment requests on the recent service work, and no known liens resulting from the disputed warranty work.*
 - 11.3 Maintenance issues not addressed above.
- 12 Seasonal maintenance:
 - 12.1 Summer:
 - 12.1.1 Pothole repair. *Patch material has been ordered from Monarch.*
 - 12.1.2 Shoulder repair. *Ok.*
 - 12.1.3 Gravel road maintenance. *Ok.*
 - 12.1.4 Scheduling of tractor tasks:
 - 12.1.4.1 Mowing Going ok. *There is thistle on various roads that needs to be mowed.*
 - 12.1.4.2 Tree grinding with forestry head. *Not currently in use.*
- 13 Review of bills and expenditures for previous month(s).
- 14 2024 expenses to date vs. budget. *On the P&L sheet, category 53301 shows \$22783.76, vs. a budget of \$4000. We are guessing that this is a mistake in categorization of a bill, and asking the clerks for an explanation/correction.*

- **PUBLIC COMMENT** –Opportunity for comments on subjects not on the agenda when recognized by the presiding officer.
- Items for Town Board Agenda *Items 4, 8, 10.*
- Items for next Public Works Committee Agenda *Items 1-7, 9, 11-14.*
- Date for the next Public Works Committee *Aug, 6*
- Adjournment *A motion to adjourn (Simpson/Carlson) was made and passed at 7:40pm.*

Meeting notice posted as follows: Posted as required by Clerk/Treasurer Town of St. Joseph- [1337 County Road V- Hudson, WI 54016](#) Office #: 715-549-6235, Fax #: 715-549-6249 Email- clerk@townofstjoseph.com, Website: www.townofstjoseph.com

Members of the Town Board or other Town Committees may attend for informational purposes. No votes or other action will be taken by the Town Board at this meeting.