

Town of St. Joseph - St. Croix County, WI

Minutes of the Town Board Meeting St. Joseph Town Hall December 12, 2024

Call to Order by Chair Theresa Johnson at 6:02 pm

Statement of Public Notice read by Clerk

Roll Call: Chair Theresa Johnson, Dan Gavin, Chris Marshall, Engineer Lee Mann, Attorney Nick Vivian. Online: Justin Kruse. Not present: Matt Moore

Adoption of Agenda: **MOTION** to adopt the agenda for December 12, 2024 (Marshall/Gavin). **Motion carried.**

Pledge of Allegiance recited

Public Comment: None

Business discussion and possible action on:

1. Lot line adjustment Jeffrey & Robyn Wefel – 1181 60th St., combining outlot 3 from Artisan Farm plat to Lot 1 CSM PID 030-1014-30-025: Doug Zahler was present to discuss the lot line adjustment. **MOTION** to approve the lot line adjustment for Jeffrey and Robyn Wefel, 1181 60th St. to combine outlot 3 from Artisan Farm plat to Lot 1 CSM, PID 030-1014-30-025 (Marshall/Gavin). **Motion carried.**
2. Lot line adjustment Jen Holland – 451 147th Ave, combine lot 19 & 20 of Pioneer Ridge PID 030-2153-20-000: **MOTION** to approve the lot line adjustment for Jen Holland, 451 147th Ave., to combine lot 19 and lot 20 of Pioneer Ridge, PID 030-2153-20-000 (Marshall/Gavin). **Motion carried.**
3. Lot line adjustment-Gary Bollman – 15th St, combine lot 15 & 16 Dreschler Heights. PID 030-2077-40-000 and 030-2077-30-000: Justin Scheeler was online to discuss the lot line adjustment. **MOTION** to approve the lot line adjustment for Gary Bollman, 15th St., to combine lot 15 and lot 16 of Dreschler Heights, PIDs 030-2077-40-000 and 030-2077-30-000 (Marshall/Gavin). **Motion carried.**
4. Final Plat – The Oaks of St Croix 360-144th Ave – Steve Vader: Doug Zahler and Steve Vader were present to discuss the final plat. **MOTION** to approve the final plat for The Oaks of St. Croix, 360 144th Ave for Steve Vader, conditional upon him staying in good standing with the Town of St. Joseph by paying his bills within 30 days after they have been billed to him, and that he can sell those lots under this Final Plat but that he will be responsible, with the Letter of Credit that we have in place, but he will be responsible to make sure this gets paved in the Spring, and any damages due to his plowing of that road will be corrected (Johnson/Marshall). **AMEND MOTION** to include that the Town will plow that road for the winter, but that Mr. Vader is responsible for any damage done to the road by the snow plow (Johnson/Marshall). **Motion carried.**
 - a. Reduction in letter of credit: Lee Mann discussed the reasoning for the reduction in letter of credit and their support to reduce the LOC to \$168,450.00. **MOTION** to reduce the letter of credit for The Oaks of St. Croix for Steve Vader, to the amount of \$168,450.00 (Johnson/Marshall). **Motion carried.**
 - b. Payment for 144th: Lee Mann discussed the payment split for: **MOTION** for the payment for engineering services on 144th Ave. that we are sharing with The Oaks of St. Croix, Steve Vader, the total amount of the bills discussed at this meeting are: \$25,509.09. The Town will be responsible for \$10,803.31 and Mr. Vader will be responsible for the balance (Johnson/Marshall). **Motion carried.**
5. Preliminary Plat-St. Croix Crossing West of Hwy 35 [Furseth] PID#030-2064-70-101, 030-2064-60-101, 030-2064-50-000: Louie Filkins was present to discuss the Preliminary Plat and the potential

bike trail. The Board expressed concern over the County's proposal for the bike trail adjoining this property. Chair Johnson stated she would like to postpone approval of this preliminary plat until January in order for the Board and the Engineer to have time to review the documentation provided. This will be continued to the January 9th Board meeting. **MOTION** to delay the St. Croix Crossing plat until January (Johnson/Kruse). **Motion carried.**

6. Update on meeting with DNR on hunting on the Preserve: Chair Johnson discussed the meeting with the DNR. The DNR feels that "the people who are following the rules are safe to hunt on the Preserve land." The residents stated they would like to have the parking lot manned and enforce who gets in and out.
7. Town Hall Building update:
 - a. Pay Request #6 for building-\$103,111.10: **MOTION** to approve the Pay Request No 6 for the Town Hall building in the amount of \$103,111.10 (Marshall/Gavin). **Motion carried.**
 - b. Update on furnishings for Town hall and Fire Hall: We are getting quotes on the updated Board tables and should have those soon.
 - c. St Croix Electric rebates: Justin has not heard anything about the rebates at this time. The Clerk and Justin will call to find out the status.
 - d. Approve quotes for Sunnylink Systems for technology: Discussed the revised quote. **MOTION** to approve Estimate No. 11008 for 16,850.00 to Sunnylink (Johnson/Marshall). **Motion carried.**
 - e. Change order #4 – variety of changes: Bruce Paulson discussed the changes on the Change Order. **MOTION** to approve Change Order No. 4 for \$25,499.00 for the changes as stated on it (Johnson/Gavin). **Motion carried.**
 - f. Projected expenditures and available funds and timeline for construction: Tim Butterfield provided the well videos. Bruce Paulson will review the items received and determine if the check will be released for the well work performed.
 - g. Pay request and update from Sanitary System installation: Have not yet received a pay request or update from Zappa Bros.
8. Build out in Fire Hall – Change order #3: **MOTION** to approve Change Order No. 3 in the amount of \$16,142.00 for the buildout of the Fire Hall (Johnson/Gavin). **Motion carried.**
9. Public Works
 - a. Update on no parking signs on Nelson Farm Rd, Ln and Perch Lake Road: Discussed the signs and posts that were stolen from Nelson Farm Road. A complaint has been filed with the Sheriff's Office. Expect the cost for replacement signs to be approximately \$61.00 each. **MOTION** to replace the stolen signs from Nelson Farm Lane (Marshall/Kruse). **Motion carried.**
10. Willow River State Park / Parking - Bike Trail Access: Dan Gavin spoke with Aaron Mason and he was pleased that the Town supports the parking lot off of Trout Brook Road
11. Parks, Trails and Recreation
 - a. Signage for the Preserve: **MOTION** to approve the signage request for the Preserve for the Park Committee (Gavin/Johnson). **Motion carried.**
 - b. Transfer Impact Fees for Parks: Discussed the available amount of \$20,265.99 in the Park Impact Fees account and whether we should use any towards the Park expenditures. **MOTION** for the Town to transfer \$7,500 in impact fees from Parks for the 2024 Budget year (Gavin/Marshall). **Motion carried.**
12. Plan Commission
 - a. Junkyards and other chronic nuisances and enforcement issues: Jay Kimble stated there is nothing new to report for junkyards, and also nothing improved as far as junkyards.
 - b. Update to ordinances
 1. Ordinance 2024-22 – Chapter 64-Animals: Discussed potential changes to this ordinance. Vicious or intrinsic animals is a difficult term to enforce and the term "intrinsic characteristics" should be removed. The ordinance should state: "The Town Board or its authorized designee" under Vicious Animal. **MOTION** to approve Ordinance 2024-22 Chapter 64 Animals with the two changes made tonight (Johnson/Marshall). Roll Call: Justin Kruse-Aye, Dan Gavin-Aye, Chris Marshall-Aye, Theresa Johnson-Aye. **Motion carried.**
 2. Ordinance 2024-23 – Chapter 123-Lakes and Waterways: **MOTION** to approve Ordinance

- 2024-23 Chapter 123 Lakes and Waterways (Marshall/Gavin). Roll Call: Theresa Johnson-Aye, Chris Marshall-Aye, Dan Gavin-Aye, Justin Kruse-Aye. **Motion carried.**
13. Liquor License Application – Six Toes, LLC prior as Consumer Coop: **MOTION** to approve the Liquor License for Six Toes LLC formerly known as Consumer Coop effective January 1, 2025 (Marshall/Gavin). **Motion carried.**
 14. Operator Licenses: Derek Everson -Big Guys BBQ, Erika Ward – Big Guys BBQ: **MOTION** to approve the Operator Licenses for Derek Everson and Erika Ward for Big Guys BBQ (Marshall/Gavin). **Motion carried.**
 15. Kennel Licenses:
 - a. Jennifer and Garth VanderVorst-1383 31st St., Houlton, WI
 - b. Jon and Kimberlie Gilbertson-1375 Fox Ridge Trail, Houlton, WI
 - c. Mary Tyson and John Ringhofer-376 117th Ave, Hudson, WI**MOTION** to approve the Kennel Licenses for Jennifer and Garth VanderVorst, 1383 31st St., Houlton, WI; Jon and Kimberlie Gilbertson, 1375 Fox Ridge Trail, Houlton, WI; Mary Tyson and John Ringhofer-376 117th Ave, Hudson, WI (Marshall/Gavin). **Motion carried.**
 16. Set meeting for January for review of employees and contractors for Thursday, January 23: Discussed performing Jay Kimble's review after the Board meeting on January 9th and the remainder of the reviews on January 23rd.
 17. Public Records Requests – progress and costs: The Clerk stated there has been only one record request for recordings in the past month.
 18. Closing of office on December 26: **MOTION** to close the office for December 26th (Marshall/Kruse). **Motion carried.**
 19. Approval of Town Board minutes – November 14 and 19. **MOTION** to approve the Town Board minutes for November 14 and 19 (Marshall/Gavin). **Motion carried.**
 20. Budget, Invoices, checks and bank balances: **MOTION** to approve Check Nos. 25528 through 25545 including fund transfers and epays (Johnson/Marshall). **Motion carried.**
 21. Approve payment of bills prior to end of year for categories that are under budget including the normal utilities: Discussed the Visa bill and payment online of partial or all of the bill so we do not receive a late fee. **MOTION** that the Town Clerk going forward pays our Town credit card via electronic payment once it has been approved by the Board for the amount the Town Board approves (Gavin/Marshall). **Motion carried.** **MOTION** to allow the Town Clerk to approve the payments of bills prior to the end of the year for categories that are under budget including normal utilities (Gavin/Kruse). **Motion carried.**
 22. **MOTION** to go into Closed Session: Wis Stats 19.85(g)—Conferring with legal counsel who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved – trash burning, animal control issues, Cajun Club, illegal campground (Marshall/Kruse). Roll Call: Dan Gavin-Aye, Theresa Johnson-Aye, Justin Kruse-Aye, Chris Marshall-Aye. **Motion carried.** Closed Session: Wis Stats 19.85(g)—Conferring with legal counsel who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved – trash burning, animal control issues, Cajun Club, illegal campground.
 23. Open session to discuss or act upon matters considered in Closed Session: **MOTION** to go into Open Session (Gavin/Marshall). Roll Call: Justin Kruse-Aye, Theresa Johnson-Aye, Chris Marshall-Aye, Dan Gavin-Aye. **Motion carried.**
 - a. Action on any items in closed session: None at this time.
 24. Adjournment: **MOTION** to adjourn at 7:45 pm (Marshall/Gavin). **Motion carried.**

Minutes submitted by Teri Kelly.