

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

Minutes of the Town Board Meeting

St. Joseph Town Hall

March 13, 2025

Call to Order by Chair Theresa Johnson at 6:00 pm

Statement of Public Notice read by Clerk

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

Adoption of Agenda: **MOTION** to adopt the agenda as presented (Marshall/Kruse). **Motion carried**
Pledge of Allegiance recited

Public Comment: None

Business discussion and possible action on:

1. Position on Hudson Schools referendum and possible closing of Houlton Elementary:
Discussed the letter which was sent to the Hudson School District on January 12, 2023. Annie Goldberg spoke on behalf Friends of Hudson Schools. Discussed the upcoming referendum. Darla Meyers asked about the legality of speaking about a referendum. Laurie DeRosier asked about the appropriateness of a motion and should send a resolution of support. **MOTION** that we send out a letter similar to the one sent in January 2023 and send to both the Superintendent and to Hudson School Board (Johnson/Moore). **Motion carried.** Requested the letter be posted on the website.
2. Lot Line Adjustment – Mike Leverty, 385 Old E West, PID 030-1090-50-100: Doug Zahler discussed the lot line adjustment, turning 6 parcels into 3 parcels. Mike Leverty discussed the plans for the parcels after the adjustment. **MOTION** for the lot line adjustment for Mike Leverty, 385 Old E West, PID 030-1090-50-100 (Marshall/Kruse). **Motion carried.**
3. Town Hall Building update
 - a. Pay Request #9 for building-\$106,043.75: **MOTION** to approve Pay Request No. 9 for \$106,043.75 (Johnson/Marshall). **Motion carried.**
 - b. St Croix Electric rebates: Have not heard anything from St. Croix Electric at this time.
 - c. Possible Change order #7 and 8: Discussed the Change Order for the window in the door, and the exterior light for \$2,733. **MOTION** to approve the Stantec Proposal Request #9 under PCO No. 992-14 for \$2,733.00 (Kruse/Gavin). **Motion carried.**
 - d. Addition for Sunnylink for wall drops: Discussed the quote from Sunnylink for the data drops in the Town Hall walls. Tim Whiteside was present and discussed the wall drops. There would be 15 drops for 30 plug-ins, 30 in the patch panel. Discussed a change in the quote pricing. Will look at the initial plans to see if they were just stubbed in or slated in. The conduit is going in the walls. Is there a need to put ethernet in the walls now, or wait until a later date? The Board decided to wait on this project until a later time.
 - e. Projected expenditures and available funds and timeline for construction: Discussed the current expenditures and available funds and we continue to be under budget on the project.
 - f. Pay request and update from Sanitary System installation: We have not received the pay request at this time
4. Build out in Fire Hall – update: Discussed the updates to the Fire Hall. The final inspection will happen when the electric is finished. The Fire Hall update was paid for with the interest earned on the loan. The cost was \$16,100 for this buildout.

MOTION to move to Item No. 6 on the agenda temporarily, Parks, Trails and Recreation (Gavin/Moore). **Motion carried.**

5. Parks, Trails and Recreation

- a. Hudson Boosters and others use of field and shed: Discussed the agreement with the Hudson Boosters. This was reviewed by the attorney, who said it looked fine as it is. **MOTION** to approve the Boosters Agreement (Gavin/Marshall). The Boosters are aware of 4H using the building on Sundays. Will change the signature on the agreement. **Motion carried.**
- b. Purchase of shed for Town: Discussed the possible purchase of the shed to have it owned by the Town at a cost of \$2,200. The Boosters will keep the contents. Will need something in writing to proceed with this purchase.

MOTION to move Item No. 8 and 9, Public Records Requests and Operator License, to this point (Gavin/Marshall). **Motion carried.**

- 6. Public Records Requests – progress and costs: The Clerk discussed the current record requests received, one for meeting recordings and one for Town Hall expenditures.
- 7. Operator Licenses: Crystina Marie Alvarez, Consumer Coop: **MOTION** to approve the Operator License for Crystina Marie Alvarez, Consumer Coop. (Moore/Marshall). **Motion carried.**

MOTION to move on from the Sunnylink discussion to continue with the agenda (Gavin/Kruse). **Motion carried.**

8. Public Works

- a. DeWuske – milkweed and driveway: Mr. and Mrs. DeWuske were present. The DeWuskes' were asked about what type of driveway they wanted. They stated they wanted asphalt. Chris Marshall stated that if the neighbors contacted the contractor and made an agreement with the contractor for the upgrade to their driveway. The DeWuske's asked for the bottom part of the driveway to be put back into asphalt as they stated it was before the improvement. Chris Marshall discussed sending the contractor out to replace the end of their driveway with asphalt. The condition of the driveway at the time of the improvement was discussed. Lee Mann discussed the driveway status at the time of the improvement. Chris Marshall and a contractor will go to the house and determine the cost.
- b. 2025 Road maintenance project update: Lee Mann stated they would be accepting bids for this project and will open on March 25. Will award the bid at the April meeting.
 - i. Containment of rock for sealcoating project: Chris Marshall discussed the possible containment shelter for rock to be placed next to the Public Works shed. Chris will return in April with a cost estimate for this project.
- c. Eckert Bluffland park project impact to Old Hwy 35: Theresa Johnson attended the meeting at St. Croix County. The project has been contained to the Eckert Blufflands property. The Town Board is not pleased with this project. Jonathan Koehler and his wife spoke about their displeasure with this project. Thanked Theresa Johnson for attending the County meeting. Jason Kjeseth, St. Croix County, has not been in contact with the residents about this project. The Board will send another letter to the County asking why they have not contacted the residents.

9. Plan Commission

- a. Junkyards and other chronic nuisances and enforcement issues: Nothing new to report at this time.
- b. Update to ordinances
 - 1. Ordinance 2025-02 - Chapter 39 – Board of Review: Anton Rang spoke about this Ordinance. **MOTION** to approve Ordinance 2025-02 Chapter 39 Board of Review

- (Kruse/Marshall). Roll Call: Matt Moore-Aye, Justin Kruse-Aye, Chris Marshall-Aye, Dan Gavin-Aye, Theresa Johnson-Aye. **Motion carried.**
2. Repeal A200 – Cable Television Franchise: **MOTION** to repeal A200 Cable Television Franchise (Marshall/Kruse). Roll Call: Justin Kruse-Aye, Theresa Johnson-Aye, Dan Gavin-Aye, Chris Marshall-Aye, Matt Moore-Aye. **Motion carried.**
 - c. Update to Town Comprehensive Plan: There is a mandate by the State to complete an update to the Town Comprehensive Plan every 10 years. Discussed the penalty for not completing the mandate every ten years.
 10. Clerks Training-Treasurer's Institute: The Clerk's training for Treasurer in the amount of \$499.00: **MOTION** to send the Clerk for training for Treasury Institute at the cost of \$500 (Marshall/Kruse). **Motion carried.**
 11. Approval of Town Board minutes – February 13: **MOTION** to approve the February 13th Town Board Minutes (Marshall/Kruse). **Motion carried.**
 12. Set date for: **MOTION** to set the date for Open Book for June 12th from 3:00p-5:00p and Board of Review for June 19th from 6:00p-8:00p (Marshall/Kruse). **Motion carried.**
 - a. Open Book-June 12th from 3:00p-5:00p
 - b. Board of Review-June 19th from 6:00p-8:00p
 13. Budget, Invoices, checks and bank balances: **MOTION** to approve Check Nos. 25753 to 25776 with transfers for taxes (Johnson/Kruse). **Motion carried.**
 14. Items for the next Town Board Agenda or committee agendas: Road inspection
 15. Adjournment: **MOTION** to adjourn at 7:54 pm (Kruse/Marshall). **Motion carried.**

Minutes submitted by Teri Kelly.