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

Minutes of the Town Board Meeting
St. Joseph Town Hall
April 10, 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, Chris Marshall, Matt Moore, Justin Kruse, Engineer Lee Mann, Attorney Nick Vivian.
Adoption of Agenda: **MOTION** to adopt the agenda as presented (Kruse/Marshall). **Motion carried.**
Pledge of Allegiance recited

Public Comment: None

Business discussion and possible action on:

1. Lot Line Adjustment – Mike Leverty, 385 Old E West, PID 030-1090-50-100 – revised: Doug Zahler was present to discuss the updated map. **MOTION** to approve revised lot line adjustment for Mike Leverty, 385 Old E West, PID 030-1090-50-100 (Marshall/Moore). **Motion carried.**
2. St Croix Crossing – bypass and passing lanes on Hwy 35: Lee Mann discussed the status of the project. Nick Vivian stated that the Development Agreement was provided to the developer. No one appeared for the developer.
3. Town Hall Building update
   a. Pay Request #10 for building-$101,739.30: **MOTION** to approve Pay Request #10 for $101,739.30 (Johnson/Marshall). **Motion carried.**
   b. St Croix Electric rebates: Justin Kruse discussed the status of the rebates.
   c. Change Order #7 – Relocate door and frame 111-1 and revise sign at door-$1,077.00: Discussed Change Order #7 and additional change orders for the security on the Fire Department doors at the existing Town Hall, and the data wiring in the new building. **MOTION** to approve the Change Order #7 for PCO 992-15 for the total of $1,077.00 (Kruse/Marshall). **Motion carried. MOTION** to approve the PCO 992-17 for the total of $1,045.00 (Kruse/Marshall). **Motion carried.**
   d. Projected expenditures and available funds and timeline for construction: Discussed the current expenditures and schedule for the new building.
   e. Pay request and update from Sanitary System installation: Clerk stated we have not received a pay request at this time.
   f. Update on well testing and fire suppression system: Bruce Paulson discussed the well testing updates and status. Discussed the update on the concrete sidewalk rebuild.
4. Build out in Fire Hall – update: Discussed the potential change order PCO 992-16 for the **MOTION** to approve the PCO 992-16 for the total of $8,012.00 (Kruse/Marshall). **Motion carried.**
5. Public Works
   a. 2025 Road maintenance project update: Lee Mann discussed the bid process and bid results. Allied Blacktop Company was the lowest bid at a total of $104,278.00.
      i. Award Road maintenance project: **MOTION** to accept Allied Blacktop bid for $104,278.00, which was also approved by the Public Works Committee (Marshall/Kruse). **Motion carried.**

ii. Containment for rock from maintenance project: Chris Marshall discussed the project outline for the containment by the Maintenance Building. Chris will bring a proposal to the May Board meeting.

b. Discussed the Chris DeWuske driveway project. Will review at the May Board meeting.
c. Road restrictions: Theresa Johnson discussed the status of the road restrictions.
d. Road inspection results: Theresa Johnson discussed the inspection results received from the Public Works Committee. Eagle View Lane has some issues with the shoulder on the south cul-de-sac and Lee Mann will recheck. Discussed an additional five areas that were brought to the Board's attention by the Public Works Committee. Discussed having these issues reviewed by Stantec. Jeff Carlson stated they are not that bad at this time, but will should be kept at the top of the project list. Discussed adding Red Pine Circle to the list for review. Will send Todd Tuma work orders to begin work as soon as he is able.
e. Naming Maintenance Building for Bob Marty: Chris Marshall, Theresa Johnson, and Matt Moore spoke in favor of naming the Maintenance Building in honor of Bob Marty. Discussed getting cost estimates and creating a resolution for this name change.
f. Eckert Bluffland park project impact to Old Hwy 35: Nothing new to report at this time.

6. Parks, Trails and Recreation
   a. Purchase of shed for Town: Dan Gavin discussed the purchase price of $2,200 which was agreed upon by the Hudson Booster. We are purchasing the shed and everything in it for $2,200 from the Sandpipers and will sell the contents to the Booster for $1,100. We will send an invoice to the Boosters for $1,100. **MOTION** that the Town Board proceed with the purchase of the shed and contents previously owned by the Sandpipers for $2,200 (Gavin/Kruse). **Motion carried.**
   b. Contract for Boosters for use of the field. **MOTION** that the Town sell all of the contents of the shed previously owned by the Sandpipers to the Hudson Boosters for $1,100 (Gavin/Kruse). **Motion carried.**
   c. **MOTION** to move forward with the budget being split by the Town Board and the Parks, Trails, and Recreation Committee (Marshall/Kruse). **Motion carried.**
   d. Discussed the parking situation on Trout Brook Road.
7. Plan Commission
   a. Junkyards and other chronic nuisances and enforcement issues: Anton Rang stated there were no new items to discuss at this time.
   b. Town Comprehensive Plan costs and timeline: Lee Mann discussed the revisions which have been made to the proposal for the updated Town Comprehensive Plan. This item will be delayed until the June Board meeting.
   c. Update to ordinances
      1. Ordinance 2025-03 - Chapter 8 – Confidentiality: Discussed the updates to the Confidentiality Ordinance. **MOTION** to approve Ordinance 2025-03 Chapter 8 Confidentiality (Gavin/Marshall). Roll Call: Matt Moore-Aye, Justin Kruse-Aye, Theresa Johnson-Aye, Dan Gavin-Aye, Chris Marshall-Aye. **Motion carried.**
8. Public Records Requests – progress and costs: Clerk discussed the current requests received regarding the election and meeting recordings.
9. 7:00 pm – Talk with Operator about her License: Michelle Markuson was present to discuss her operator license application and stated she is not under any current supervision. Discussed her background check items, which were reviewed by Nick Vivian. **MOTION** to approve the Operator License for Michelle Markuson, B&L Liquor (Moore/Marshall). **Motion carried.**
10. Operator Licenses: **MOTION** to approve the Operator Licenses for Axel Diessner, Consumer Co-op, and Dylan Neinas, Bass Lake Cheese Factory (Johnson/Kruse). **Motion carried.**
    a. Jennifer Heffron, Bass Lake Cheese Factory: **MOTION** to table Jennifer Heffron's Operator License to discuss at the May Board Meeting (Marshall/Gavin). **Motion carried.**

11. Approval of Spring/Summer Newsletter: **MOTION** to approve the Spring/Summer newsletter (Kruse/Marshall). **Motion carried.**
12. Updating Town Rules: Discussed the updates to the Town Rules: **MOTION** to approve the Town Rules with moving the Board of Adjustment to the Board of Appeals (Johnson/Marshall). **AMEND MOTION** to change any reference to Google Drive to Electronic Storage (Johnson/Marshall). **Motion carried.**
13. St. Croix County-Judicial Privacy Act and Confidentiality Agreement: Discussed the confidentiality agreement and the need for this document. **MOTION** to approve the Confidentiality Agreement and authorize the Town Chair to sign the agreement (Gavin/Marshall). **Motion carried.**
14. The Horton Group Insurance-Glatfelter Public Entities package renewal and Cyber Liability quotes: **MOTION** to approve The Horton Group insurance for the total of $19,912.00 as presented (Kruse/Marshall). **Motion carried.**
15. Approval of Town Board minutes – March 13 and March 27: **MOTION** to approve the Town Board minutes for March 13 and approve the Town Board minutes for March 27 (Marshall/Moore). **Motion carried.**
16. Budget, Invoices, checks and bank balances: **MOTION** to approve Check Nos. 25814-25820 which were voided and Check Nos. 25821-25866, including electronic payments and transfers (Johnson/Kruse). **Motion carried.** **AMEND MOTION** to state the ending check is Check No. 25920 (Johnson/Kruse). **Motion carried.**
17. Closed Session: **MOTION** to go into Closed Session pursuant to Wis. Stat § 19.85(1)(e) and (1)(g) (Kruse/Gavin). Roll Call: Chris Marshall-Aye, Dan Gavin-Aye, Theresa Johnson-Aye, Justin Kruse-Aye, Matt Moore-Aye. **Motion carried.**
    a. Wis. Stat. § 19.85(1)(e) and (1)(g) - Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session / 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;
        i. Stantec Resolution regarding Well and Fire Suppression System
    b. Wis. Stat. §19.85(1)(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.
        i. Michaud Junkyard
        ii. Terwey dog issues and campground
        iii. Cox Non-Conforming structure
        iv. Murawski CUP compliance.
18. **MOTION** to go into Open Session (Kruse/Gavin). Roll Call: Matt Moore-Aye, Dan Gavin-Aye, Theresa Johnson-Aye, Chris Marshall-Aye, Justin Kruse-Aye. **Motion carried.** Motions regarding any decision from closed session: No motions at this time.
19. Adjournment: **MOTION** to adjourn at 9:12 pm (Kruse/Moore). **Motion carried.**

Minutes submitted by Teri Kelly.