

**Town of St. Joseph - St. Croix County, WI**  
**Minutes for Town Board Meeting**  
**St. Joseph Town Hall**  
**February 12, 2026**

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

Statement of Public Notice read by Clerk

Roll Call: Chair Theresa Johnson, Richard Hailey, Dan Gavin, Chris Marshall, Justin Kruse, Engineer Andrew Olson, Attorney Nick Vivian. Online: Fire Chief Zac Spates

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

Pledge of Allegiance recited

Public Comment:

Business discussion and possible action on:

1. 4-H display: Jan Gavin and AJ Lentz were present to ask the Board to move the 4-H display from the Fire Hall to the Town Hall. Discuss the location of the display in the Town Hall. **MOTION** that we allow the 4-H group to relocate their display case to the new Town Hall with the details to be worked out with the Town Clerk and other interested parties (Gavin/Marshall). **Motion carried.**
2. Set up subcommittee for transfer of Houlton School bell to the Town: Discussed the Hudson School Board approval of the Town taking possession of the Houlton School Bell. Chris Marshall, Justin Kruse, Jan Gavin, and two additional people. **MOTION** to form the subcommittee for the transfer of the Houlton School Bell to the Town of St. Joseph (Kruse/Marshall). **Motion carried.**
3. Jason Kjeseth – St Croix County Community Development
  - a. Eckert Blufflands park, roadways, timelines: Jason was present to discuss the park and potential parking lot and roadway.
  - b. Extension of bike trail into Town: Discussed the extension of the bike trail and presented slides of the potential Phase 2. This bike trail will terminate at River Road as the current road is not wide enough.
    - i. Trail land owned by Town along Hwy 35 and County Rd V: Discussed creating a memorandum of understanding regarding the property to be potentially purchased. **MOTION** if we can find a way to have County take over fee title to that trail property that we own on Hwy 35 and County Road V, that the Town is willing to transfer to it the County at no charge as long as the County does all the closing documents and will take on that cost (Johnson/Gavin). **AMEND MOTION** to the portion along Highway 35 and County V to River Road (Johnson/Gavin). **Motion carried 4-1.**

**MOTION** to go to Fire Department 10b on the UTV (Johnson/Marshall). **Motion carried.**

4. Fire Department
  - a. Approval of purchase of UTV and sale of existing UTV: Zac Spates was online to discuss the UTV purchase options and the sale of the existing UTV and the funding regarding it. **MOTION** to approve for the Fire Department the new purchase of the UTV and trailer for a net amount of \$25,115.00 (Marshall/Hailey). **Motion carried. MOTION** to sell the used UTV and trailer of the Town of St. Joseph (Marshall/Kruse). **Motion carried.**

- b. Approval of Leah Murawski – Firefighter-EMS: Zac Spates discussed that Leah Murawski would like to be a first responder and she is the wife of a current firefighter. No motion made at this time.
5. Refund Letter of Credit on Vader project on 144<sup>th</sup> Ave.: The Letter of Credit for Steve Vader is expired. **MOTION** to return the Letter of Credit to the Bank for Steve Vader at 144<sup>th</sup> Ave. (Johnson/Kruse). **Motion carried.**
6. Update on solar farm in St Croix County and power lines through the Town: Dan Gavin discussed the meeting he attended for the Town of Erin Prairie where they had a no resolution. Jeff Carlson stated that he objects to the Town’s Resolution 2026-02 due to the contributions a solar farm could provide to the environment. Theresa Johnson stated she has heard from people who are concerned about losing land due to the towers taking over right-of-way areas.
7. Transfer of documents from Stantec to Bolton & Menk-progress and costs: Discussed the progress of documents from Stantec in versions other than .pdf. We have received everything except the Pavement Management Plan and the Town Plan. Justin Kruse will work on converting the Pavement Management Plan.
8. Contracts
  - a. Animal Control – Darel Hall: **MOTION** to retain Darel Hall for animal control through 2027 (Hailey/Johnson). Discussion followed. **AMEND MOTION** to state it is valid from February 12, 2026 forward (Hailey/Johnson). **Motion carried.**
  - b. Schmitt and Sons – winter snowplowing: **MOTION** to accept Schmitt and Sons contract for snowplowing (Marshall/Kruse). **Motion carried.**
  - c. Tuma Excavating – winter snowplowing: **MOTION** to approve Tuma’s contract for snowplowing with corrections (Marshall/Kruse). **Motion carried.**
9. Fire Hall cleaning- employee or contract: **MOTION** to approve the hiring of Michelle Hillman for the leaning of the Fire Hall (Marshall/Kruse). **Motion carried.**
10. Town Hall Building update
  - a. Pay Request #18 for building \$114,773.30: Discussed the pay request. **MOTION** to approve Pay Request #18 for the building in the amount of \$114,773.30 (Marshall/Hailey). **Motion carried.**
  - b. St Croix Electric rebates: Justin Kruse is working on setting up a meeting with St. Croix Electric and Dairyland Power, if necessary.
  - c. Possible Change orders – None at this time.
  - d. Generator install and well performance: Discussed the Generator is installed and has been setup. We are still waiting for the pressure tank to be installed.
  - e. Security on gas services: We were advised to not put a lock on the handles, but to remove the handles so the Fire Department could still shut the gas off.
  - f. Trash enclosure: Chris Marshall will work on a proposed trash enclosure for the two trash bins.
  - g. Projected expenditures and available funds and timeline for construction: Discussed the updated financial spreadsheet.
11. Fire Department
  - a. Approval of Leah Murawski – Firefighter-EMS: **MOTION** to approve Leah Murawski as an EMS conditional upon passing the physical (Kruse/Marshall). **Motion carried.**
12. Public Works
  - a. Summer maintenance project: Andrew Olson discussed the proposed summer maintenance project. If the Board approves the project as presented, they will put this project out to bid. **MOTION** to have Bolten & Menk go forward with the bid for the Summer Maintenance Project (Johnson/Marshall). **Motion carried.**
  - b. Removal of tires: **MOTION** to approve Chris Marshall disposing of the tires (Johnson/Gavin). **Motion carried.** Chris Marshall recused.

- c. Installation of signage on Nelson Farm: Work Order will be provided to Todd Tuma for installation.
  - d. Road restrictions—waste haulers: Discussed the road restrictions as they apply to the waste haulers. Discussion followed on waste haulers and their current practices. Will contact Wisconsin Towns Association regarding these issues. **MOTION** to allow Waste Management to continue their delivery service during the weight restriction period of the Spring of 2026. Upon the termination of the weight restrictions, Waste Management will be put on notice that they must negotiate with the Town for proper pickups during the following years weight restrictions (Gavin/Marshall). **Motion carried.**
  - e. Trout Brook Road Maintenance: Discussed the issues on Trout Brook Road: Schmitt and Sons roughed up the road to help the issue. Chris Marshall suggested re-doing the road as blacktop. Andrew Olson will come up with a proposal for this project.
13. Plan Commission
- a. Junkyards and other chronic nuisances and enforcement issues
  - b. Update on ordinances- Chapter 74 – Town property: Discussed Article II regarding adding the citation clause with a penalty. Nick stated the proposed addition is issuing a citation.
    - i. Subcommittee for CAFOS ordinance: **MOTION** to approve the subcommittee for the Plan Commission on this CAFOs Ordinance and have them review it and give input back to the Plan Commission (Johnson/Kruse). **Motion carried 4-1**
  - c. Update Building ordinance to reflect \$1000 bond for permits: Discussed the proposed \$1000 bond for permits which would be refunded be sent to the Plan Commission.
    - ii. New form for occupancy and road deposits
  - d. Approve expenditure for update to town comprehensive plan: Andrew Olson discussed the scope of work for the comprehensive plan with some updates. The cost estimate is \$15,430. **MOTION** to approve Bolton & Menk doing our update to the Town Comprehensive Plan for a cost not to exceed \$20,000 unless you come back to the Board (Johnson/Marshall). **Motion carried.**
  - e. SCC CUP and Variance for David Swanson, 1466 Pine Tree Ln, Houlton, addition to house: **MOTION** for St. Croix County to approve the CUP and Variance for David Swanson at 1466 Pine Tree Lane (Marshall/Kruse). **Motion carried.**
  - f. SCC CUP for Mary Shaefer Family Living Trust- 1250 Hwy 35N, Hillside Lift: **MOTION** for St. Croix County to approve the CUP for Mary Schaefer at 1250 Hwy 35N, Hillside Lift (Marshall/Kruse). **Motion carried.**
14. Parks, Trails and Recreation
- a. Owl nesting in the Preserve: This will be sent to the Park, Trails and Recreation Committee to review and will be heard by the Board in March.
15. Upgrade of security software for the Town: Discussed the Huntress service for the Town. This will be sent to the Technology Committee for review. Will have Tim supply his findings and clarify training for how many people. **MOTION** to approve paying one additional month of the Huntress software and the Technology Committee along with Sunnylink will get the results for whatever findings were found in the 60 days in what has been scanned and an understanding of what education is provided to the Office staff and subsequent members who will be impacted by dealing with internal technology here at the Town (Kruse/Hailey). **Motion carried.**
16. Public Records Requests – progress and costs: None at this time.
17. Kennel License: Jon and Kimberlie Gilbertson, 1375 Fox Ridge Trail: **MOTION** to approve the Kennel License for Jon and Kimberlie Gilbertson, 1375 Fox Ridge Trail (Marshall/Kruse). **Motion carried.**
18. Operator Licenses: Peyton Westphal: **MOTION** to approve the Operator License for Peyton Westphal (Marshall/Kruse). **Motion carried.**
19. Approval of Town Board minutes – January 8<sup>th</sup> and 29<sup>th</sup>. **MOTION** to approve the Town Board minutes for January 8<sup>th</sup> and January 29<sup>th</sup> (Marshall/Kruse). **Motion carried.**

20. Budget, Invoices, checks and bank balances: **MOTION** to approve Check Nos. 26590 through 26672 including all transfers of withholdings (Johnson/Kruse). Discussion followed. **Motion carried.**
21. **MOTION** to go into Closed Session under Wis. Stat. §§19.85(1)(g) and 19.85(1)(e). Roll Call: Richard Hailey-Aye, Chris Marshall-Aye, Justin Kruse-Aye, Theresa Johnson-Aye, Dan Gavin-Aye. **Motion carried.** Closed Session:
- a. 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. Nik’s Joint
    - ii. Michaud - junkyard – 1245 Rolling Hills Trail
    - iii. Cox – unpermitted dwelling- 1228 Hwy 35
    - iv. Studtman – junkyard – 1243 Hwy 35
  - b. 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. Houlton School Property
    - ii. Stantec Resolution regarding Well and Fire Suppression System
22. **MOTION** to go into Open Session (Kruse/Marshall). **Motion carried.** Move into Open Session and motions regarding any decision from closed session: **MOTION** to have Bolton & Menk specialists review the fire suppression system and the well and to be present during the installation of the tank and the test. (Johnson/Marshall). **Motion carried 4-1.**

NOTE: Supervisor Dan Gavin went outside into the parking lot to look for Mr. Michaud to invite him inside for the open session.

23. Review of Nick Vivian – attorney for Town of St Joseph: The Board members reviewed Nick Vivian.
24. Meeting date -possible refinancing of loan and work session with Fire Chief: Discussed February 19<sup>th</sup> for this meeting.
25. Adjournment: **MOTION** to adjourn at 9:47 pm (Kruse/Hailey). **Motion carried.**

Minutes submitted by Teri Kelly.