

Town of St. Joseph - St. Croix County, WI
Minutes of the Town Board Meeting
St. Joseph Town Hall
April 9, 2026

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, Rick Hailey, Chris Marshall, Justin Kruse, Engineer Andrew Olson, Attorney Nick Vivian

Adoption of Agenda: **MOTION** to strike 6c from the agenda and send it to the Public Works Committee (Hailey). **Motion failed for lack of second.** **MOTION** to adopt the agenda as posted except No 1 (MS4) will not be heard tonight, No. 14 will be moved up to the No. 1 position (Johnson/Marshall).

Motion carried (4-1).

Pledge of Allegiance recited

Public Comment: None

Business discussion and possible action on:

1. Update on progress to refinance building loan with Ehlers: Brian Reilly was present to discuss the current status of the refinancing and the fluctuation of the market. The minimal level of savings the Board would like to see is \$100,000.00. **MOTION** that we delay our decision on the refinancing package until after the Federal Reserve meets at the end of April and make a more informed decision at that time (Gavin/Marshall). **AMEND MOTION** that we move forward if the minimum savings is at least \$100,000 (Gavin/Marshall). Roll Call: Chris Marshall-Aye, Justin Kruse-Aye, Richard Hailey-Nay, Theresa Johnson-Aye, Dan Gavin-Aye **Motion carried (4-1).**
2. Annual MS4 presentation: This will be carried forward to the May meeting.
3. **MOTION** to move Item 6c back to Public Works where it belongs so we can get some guidance (Hailey/Kruse). Discussion followed. **Motion withdrawn.**
 - a. Parking issues at 60th and Valley View: Scott Erickson, Owner, Bass Lake Cheese Factory discussed the issues they have with parking on the roads as well as the additional parking he has added on his property. He had put no parking signs up and down the roads and was told to take them down. Dan Gavin and Richard Hailey will speak with the Schmitts to see if they can work out something on the property for parking. Jason Barteltt stated Chris Marshall's proposal was great. He also said the corner – south on 60th Street there would be no parking. **MOTION** that we refer this subject back to Public Works for their input and comments and then brought back to our May meeting for a final discussion. (Gavin/Marshall). **Motion carried.**
4. Lower St Croix Riverway Boundary Signs: Theresa Johnson discussed the signs and the other towns which are currently putting these signs up. These will be put at the edge of the Riverway District. **MOTION** that we order the boundary signage and install them for the Lower St. Croix Riverway in the approximate amount of 6 (Hailey/Kruse). **Motion carried.**
5. Update on solar farm in St Croix County and power lines through the Town: Xcel Energy has yet to file their initial filing with the Public Service Commission in the State of Wisconsin. Letter from resident stated we should do some press conferences This will carry over to the May agenda.
6. Town Hall Building update
 - a. Pay Request #19 for building \$138,087.14: **MOTION** for pay request no. 19 in the sum of \$138,087.14 to Berghammer (Marshall/Kruse). Discussion followed. **Motion carried.**
 - b. St Croix Electric rebates: Clerk put together a timeline of events and emails for the rebates. Dan Gavin will take the lead. The issue is they did not want the rebate form until the items

were installed. We placed the order months before and St. Croix Electric stated we waited too long.

- c. Possible Change orders: None at this time.
 - d. Generator install and well performance: The City of Hudson put their meters on the well and the pressure was at 520 in about 45 seconds. All well and fire suppression systems are working properly. Mechanical Room leak has been fixed. The alarms have been installed in the IT Room. The insulation has been fixed in the Mechanical Room.
 - e. Projected expenditures and available funds and timeline for construction: Reviewed the expenditures and available funds spreadsheets.
 - f. Final documents and built as plans: We have received the final documents and as-built plans. They have been placed in binders and are available for review.
 - g. **7:00PM** Review of pricing and services from Willow River Company for lawn service programs: Discussed the services that Willow River Company would provide for lawn services. Mike Marty that the plan was very good. This would come out of the Town budget. The ballfield would come out of the Park budget. **MOTION** to approve the Invoice from Willow River for \$4,958.00 for all overseeding excluding ballfield (Kruse/Marshall). **Motion carried. MOTION** to approve the Invoice from Willow River for \$2,773.00 as presented (for the ballfield) (Kruse/Marshall). **Motion carried.**
 - h. Trash Enclosure: Discussed the proposal for the trash enclosure, including a potential lock using GeoVision. **MOTION** to accept the Proposal 3313 from Norling Construction. We will not do the trex for \$9,000 and we will not do the split face for \$1,800 so the total will be \$22,000 (Johnson/Marshall). **Motion carried (3-2).**
 - i. Microphone Proposal from CTI: The cost \$3,573.37 for a new microphone. We will ask CTI for the cost of having it delivered and programmed separately.
7. Fire Department
- a. Quote for painting doors and pergola: Zac Spates discussed the quote for painting on the doors and pergola. Will have all 6 doors painted black. **MOTION** to move forward with the estimate for \$1,800 to have all the doors painted (Kruse/Marshall). **Motion carried.**
 - b. Quote for replacing lights on front of Fire Hall: Zac will be talking with electricians for replacing the lights. He stated they also needed power supplies added in the Fire Hall. **MOTION** to put the two electrical outlets in that were specified tonight into the Fire Hall for the TVs (Johnson/Marshall). **Motion carried.**
 - c. Power washing Fire Hall building and Town Hall building pricing: **MOTION** to move forward with KW Solutions for \$4,250.00 (Kruse/Marshall). **Motion carried.**
 - d. Pest Control company: The Pest Control Company stated that a new threshold was needed at the Fire Hall maintenance room door to keep the pests out.
8. Public Works
- a. Summer maintenance project- award of bid: Andrew Olson discussed the bids. He recommended awarding the bid to Allied Blacktop Company. **MOTION** to approve awarding the bid to Allied Blacktop for the Base Bid and Alternate 1 and Alternate 2 of \$57,172.50 (Johnson/Marshall). **Motion carried.**
 - b. Road restrictions: Road restrictions will be removed in one week on Thursday, April 16th. Discussed the trucks not complying with the road restrictions.
 - c. Approval of No Outlet Sign Plate: **MOTION** to approve the No Outlet Sign Plate (Marshall/Kruse). Discussion followed. **Motion carried.**
9. Plan Commission
- a. Junkyards and other chronic nuisances and enforcement issues: No new issues at this time.
 - b. Update Ordinance 2026-3 - Chapter 80 - Building ordinance to reflect bond for permits not requiring occupancy: Discussed the need for the update to have a bond in place so people will get their final inspection. **MOTION** to approve Ordinance 2026-03 Chapter 80 for

Building Ordinances to reflect bond for permits not requiring occupancy (Marshall/Kruse). Roll Call: Dan Gavin-Aye, Richard Hailey-Aye, Justin Kruse-Aye, Theresa Johnson-Aye, Chris Marshall-Aye. **Motion carried.**

- i. New form for occupancy and road deposits: Clerk's office will create the document needed.
 - c. Purchase of laptop for Zoning Administrator: Discussed the need for the Zoning Administrator to have a laptop for email use and reports, etc. **MOTION** to approve \$979 plus \$140 to set it up for him (Johnson/Marshall). **Motion carried.**
 - d. Update to Subdivision ordinance due to State changes: Andrew Olson discussed the updates to the ordinance. Most are in compliance, except for 168.24 the financial guarantee section which conflict with Act 68. This will be sent to the Plan Commission for review.
10. Parks, Trails and Recreation-
 - a. Bid to build bridge from park to new restrooms: This bid is \$187 for materials and all the work to be performed by volunteers.
 - b. Bid to install buffer on west side of pavilion: Discussed this buffer being either shrubs (hedge) or a fence. Discussed the roof of the pavilion losing shingles. **MOTION** to approve the railing and the bridge for the pavilion and town hall here as it was presented with our wonderful people who are willing to build it (Johnson/Marshall). **Motion carried.**
 - c. Outdoor pit toilet closure and repurpose: This will carry over to May.
11. Update Ordinance 2026-2 for Chapter 64 – Animals: **MOTION** to update the ordinance 2026-02 for Chapter 64 – Animals (Marshall/Kruse). Roll Call: Theresa Johnson-Aye, Richard Hailey-Aye, Justin Kruse-Aye, Chris Marshall-Aye, Dan Gavin-Aye. **Motion carried.**
12. Update Fee Schedule for Chapter 64 and Miscellaneous Fees. **MOTION** to approve the updated Fee Schedule for Chapter 64 and Miscellaneous Fees (Marshall/Kruse). **Motion carried.**
13. Approval of Spring/summer newsletter: Discussed the upcoming newsletter to include the Charlie's Hope portion. **MOTION** to approve the newsletter for the spring/summer to include Charlie's Hope (Marshall/Kruse). **Motion carried.**
14. Public Records Requests – progress and costs: Nothing new to report at this time.
15. Update on progress with subcommittee for moving the bell from the Houlton school: Justin Kruse discussed the subcommittee ideas for moving the bell. Discussed the possibility of the Class of 2000 putting a time capsule in the bell tower. The subcommittee will meet again on April 23rd at 6:00 pm.
16. Purchase of phone-Loffler: **MOTION** to approve the purchase of an additional phone from Loffler (Gavin/Marshall). **Motion carried.**
17. Replacement phone for Chair: **MOTION** for the Chair to replace her phone not to exceed \$1,500 (Marshall/Kruse). **Motion carried.**
18. Approval of Town Board minutes – March 12: **MOTION** to approve the Town Board minutes for March 12th (Marshall/Kruse). **Motion carried.**
19. Budget, Invoices, checks and bank balances: **MOTION** to approve 26733 through 26839 including all transfers to pay for taxes owed (Johnson/Marshall). **Motion carried.**
20. **MOTION** to go into Closed Session Wis. Stat. §19.85(1)(g). Roll Call: Justin Kruse-Aye, Richard Hailey-Aye, Dan Gavin-Aye, Theresa Johnson-Aye, Chris Marshall-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. Well and Fire Suppression System
21. **MOTION** to go into Open Session (Kruse/Marshall). **Motion carried.** Move into Open Session and motions regarding any decision from closed session
22. Adjournment: **MOTION** to adjourn at 9:26 pm (Kruse/Marshall). **Motion carried.**

Minutes submitted by Teri Kelly.