

Town of Spring Lake
Monthly Meeting Minutes
Tuesday, December 10, 2019

Call to order: Chairman Johnson called the meeting to order at 7:00 pm.

Public present: Jeremy Johnson, Christian Nelson

Board members present: Chairman Richard Johnson, Supervisor 1 Mike Jacobson, Treasurer Sarah Stein and Clerk Donna Borgschatz. Supervisor 2 Tim Anderson had a prior commitment and was excused.

Approve posted agenda. Motion to approve posted agenda by Jacobson, seconded by Johnson. Unanimous approval, motion carried.

Minutes of last meeting. Motion by Jacobson, seconded by Johnson to approve the minutes from the November 12th monthly meeting and the November 20th special meeting. Unanimous approval, motion carried.

Paying of bills. Postponed to end of meeting. Motion by Jacobson, seconded by Johnson to pay the bills as submitted. Unanimous approval, motion carried.

Treasurer's report. Checkbook balance of \$76,171.20; reserve account balance of \$35,194.94. Motion by Jacobson, seconded by Johnson to approve the Treasurer's report. Unanimous approval, motion carried.

Elmwood Fire and Ambulance Report – Fire Department meeting was held November 13, 2019. Ambulance meeting was held December 4, 2019.

- Fire Department
 - Financial Report
 - Checkbook balance, \$22,543.55; Fundraiser savings account balance, \$38,894.72; Donation savings account balance, \$8,750.94. There will be funds moved from the Fundraiser account to the checking account.
 - Went over some safety issues: crack the hoses to prevent them from freezing up; chains to be used if there is snow on the roads; be careful of airbags when cutting into cars; make sure to wipe off LED lights to prevent freezing.
 - Upcoming training: burning a barn on Dec. 8; CPR and first aid training for everyone in the FD in January/February; Officers' class January 7th – February 6th (Tuesdays and Thursdays)
 - Fire Inspector wages to increase from \$15 to \$20 per hour.
 - Wage set for secretary position - \$50 per month.
 - Working on purchasing ice rescue suits.
 - Approve \$2,000 to spend on equipment.
 - Charley Obermueller is newest captain.
 - Brianna Schlosser is back in the Fire Department.
- Ambulance Service
 - Still working on by-laws.
 - Looking into purchasing a new ambulance. Base price for a new ambulance that is set-up exactly how they want it is \$230,000 (ambulance only). This would take a year or so to obtain. Can purchase a "used" ambulance (2017) for \$185,000. This ambulance has never been in service; is a demo rig for shows. Not set-up how they want and is bigger than what they need.
 - Online refresher training will begin in January; needs to be completed by March 2020.

Spring Valley Area Emergency Services Report: met on December 9th, 2019.

- Corporation
 - Village of Spring Valley is willing to contribute \$5,000 towards the update of flooring and the association would cover the remaining cost.
 - In year 2 of 5-year lease for current building.
 - Next meeting is February 10, 2020 at 7pm.
- Fire Department
 - Financial report: checkbook account balance, \$30,742.20; savings account balance, \$60,061.02
 - 92 runs year-to-date.
 - AFG Grant - all equipment for the grant has been purchased and should be here by 1-1-20. Three SCBA sets have been sold in Iowa and Elmwood Fire will be purchasing 10 bottles.
 - Discussion on making the Director/Chief positions appointed by the board instead of elected to ensure stability of the departments. Also discussed adding the Assistant Director/Chief positions to appointed in addition as an option. This will be added to next meeting agenda.

- Ambulance
 - Financial report: Checking: \$11,392.45; ACT-102: \$5,683.98; Money Market: \$37,386.58.
 - Bi-annual elections results: ▪ EMS Director – Tod Jorgenson; Assistant Director of EMS – Brad Jorgenson; Operations Supervisor – Andy Dahlinger; Education Supervisor – Erika Hybben; Public Relations – Renee Obermueller; EMR Representative – crew requested to vacate the position.
 - 202 runs year-to-date.
 - EMS Outreach Programs: CPR/First Aid – 422 students in Spring Valley, 1600 other students monitored by Spring Valley; 10 car seat safety inspections; 3 critical incident stress debriefings; Geriatric Falls Prevention/Safety - 5 presentations completed; Safety Day: 300 people in attendance.

Road/Town Hall Report

- Xtreme Tree Shark will be here this week.
- Roads are getting better.
- Ordered 2 more loads of salt/sand from Pierce County.
- Boom mower needs to be repaired – bushing broke loose.
- Dylan Morgan rode with Jeremy when plowing; will be back-up driver.

Old Business

1. **Multimodal Local Supplement (MLS) Program** – applications were submitted on December 4th for 2 projects: overlay and shoulder project for 870th St. and overlay and shoulder project for 110th St.
2. **LRIP application/project** – we are not eligible this year; eligible in 2021.
3. **Western Star Replacement** - current truck is an under powered truck for our terrain and what we use it for. We will pay-off the loan for this truck tonight. Motion by Jacobson, seconded by Johnson to have Jeremy contact Western Star to begin the purchasing process for a new Western Star truck from River States Truck and Trailer and a plow/wing from Universal Truck Equipment.
 - Western Star total price is \$112,902, will give us \$68,000 for trade-in, cost after trade-in is \$44,902.
 - Plow/wing/installation cost from Universal Truck Equipment will be \$64,982
 - Total cost is \$109,884

New Business

1. **Set next meeting date** – January 14, 2019 at 7pm.

Adjourn Motion to adjourn by Jacobson, seconded by Johnson. Unanimous approval. Meeting adjourned at 7:42 pm.

Respectfully submitted:
Donna Borgschatz, clerk

Town of Spring Lake

**Monthly Board Meeting
Tuesday, December 10, 2019**

7pm

@

The Town Hall

Monthly Agenda

1. Call to Order
2. Pledge of Allegiance
3. Roll call
4. Public comments
5. Approve posted agenda
6. Minutes of last meeting
7. Pay bills
8. Treasurer's Report
9. Elmwood Fire and Ambulance Report
10. Spring Valley Fire and Ambulance Report
11. Road/Town Hall Report

Old Business

1. Multimodal Local Supplement (MLS) Program update
2. TRIP application/project update
3. Western Star replacement

New Business

1. Set next meeting date.

Adjourn.

Town of Spring Lake
Special Meeting Minutes
Wednesday, November 20, 2019

Call to order: Chairman Johnson called the meeting to order at 7:00 pm.

Pledge of Allegiance

Electors present: None

Board members present: Chairman Richard Johnson, Supervisor 1 Michael Jacobson, Supervisor 2 Tim Anderson. Treasurer Sarah Stein & Clerk Donna Borgschatz were not required and their absence was excused.

- 1. Approve posted agenda.** Motion to approve agenda by Jacobson, seconded by Anderson. Unanimous approval.
- 2. LRIP (Local Road Improvement Program):**
 - Jacobson informed the Board that the Town of Spring Lake was awarded this in 2015 and will therefore not be eligible until the 2021 selection process.
- 3. MLS (Multimodal Local Supplement) 90/10 Cost-Sharing Program:**
 - Submit an application for Resurfacing of 110th Street for \$687,874.00. Rehabilitation. 250 vehicles/day with 20% Trucks. Active Farming.
 - Submit an application of the Re-Surfacing of 870th Street for \$117,458.00. Rehabilitation. 50 vehicles/day with 10% Trucks. Active Farming.
 - Submit an application for doing 9 Box Culverts. Cost \$394,175.50 plus \$21,670.00 in Engineering. Public Safety. This project is currently sponsored by Pierce County Bridge Aid at 50% Cost-Sharing.
 - Submit an application for a new Dump Truck (Western Star) for \$112,902.00 and Plow (Universal) for \$62,776 for a total of \$175,678.00.
- 4.** Donna and Richard to get together on Monday, December 2nd to fill out applications and submit them on-line prior to the 12/6/2019 deadline.

Adjourn: Motion to adjourn by Jacobson, seconded by Anderson. Unanimous approval. Meeting adjourned at 7:35 pm.

Respectfully submitted:

Mike Jacobson

Supervisor #1

Town of Spring Lake-Pierce County Wisconsin

Town of Spring Lake

Special Meeting
Wednesday, November 20, 2019
7pm
@
The Town Hall

Agenda

1. Call to Order
2. Pledge of Allegiance
3. Roll call
4. Public comments
5. Approve posted agenda

Old Business

1. Prepare applications for LRIP (Local Road Improvement Program) and MLS (Multimodal Local Supplement) program

Adjourn.

Town of Spring Lake
Monthly Meeting Minutes
Tuesday, November 12, 2019

Call to order: Chairman Johnson called the meeting to order at 7:24 pm.

Public present: Jeremy Johnson

Board members present: Chairman Richard Johnson, Supervisor 1 Mike Jacobson, Supervisor 2 Tim Anderson, Treasurer Sarah Stein and Clerk Donna Borgschatz.

Approve posted agenda. Motion to approve posted agenda by Jacobson, seconded by Anderson. Unanimous approval, motion carried.

Minutes of last meeting. Motion by Jacobson, seconded by Anderson to approve the minutes from the October 8th monthly meeting. Unanimous approval, motion carried.

Paying of bills. Postponed to end of meeting. Motion by Jacobson, seconded by Anderson to pay the bills as submitted. Unanimous approval, motion carried.

Treasurer's report. Checkbook balance of \$59,726.75; reserve account balance of \$34,694.94. Motion by Jacobson, seconded by Anderson to approve the Treasurer's report. Unanimous approval, motion carried.

Elmwood Fire and Ambulance Report – Board of Directors Annual Meeting was held on October 16, 2019.

- Fire Department
 - Financial Report
 - Switched all financials to Hartung Accounting.
 - Checkbook balance, \$21,708.78; Fundraiser savings account balance, \$24,516.49; Donation savings account balance, \$28,791.16.
 - Fire Chief's Report
 - Currently have 28 members; recruited 2 new members at chicken dinner.
 - 32 runs year-to-date.
 - State audit in September, went well. A few minor paperwork details to clean-up.
 - Rescue Truck will be ready in the next week or two.
 - Chicken dinner brought in \$22,600, best year ever.
 - Approved Tom Joyce as Assistant Fire Chief.
 - Approved 2019-2020 Working Budget; 1% increase.
- Ambulance Service
 - Financial Report
 - Checkbook balance, \$57,135.02; ACT102 account balance, \$5,720.89; Treasury account balance, \$22,747.52; Donation account balance, \$12,432.85
 - Ambulance Service Directors Report
 - Call volume is down
 - Currently have 16 EMT's, 1 EMR and 2 drivers. Having some staffing issues during the day.
 - Now have to report some information to Medicare; do not know what cost's will be associated with this.
 - Would like to purchase a four-wheel drive ambulance, possibly replacing newest ambulance.
 - Re-evaluating backup rig to see if they are losing money by keeping it.
 - Now have a website: elmwoodems.com
 - Approved Travis Hartung as Ambulance Assistant Director.
 - Approved 2019-2020 Working Budget; 2% increase.

Spring Valley Area Emergency Services Report: met on October 14th, 2019.

- Corporation
 - 501c3 documentation was submitted to the IRS on September 17, 2019. Can take up to 6 months for response.
 - The Village of Spring Valley has agreed to replace the carpeting in the meeting room.
 - There was discussion in regards to locking the lobby doors of the building. Brunckhorst advised that the Village is continuing to look into this and also said that cameras will be installed in the near future.
 - Next meeting is December 9, 2019 at 7pm.

- Fire Department
 - Financial report: checkbook account balance, \$49,997.35; savings account balance, \$60,022.29.
 - 92 runs year-to-date.
 - AFG Grant of \$139,000 was awarded to the fire department for the replacement of SCBA's and packs. 5% match due. Will be purchasing Scott brand items: 19 packs, 38 bottles, 39 face pieces and a RIT Pack.
 - DNR Grant of \$1,000 awarded to the fire department for replacement of pagers; 50% match due. Pagers will be ordered soon.
 - Cleary will assist in selling the old SCBA equipment. Elmwood Fire Department has expressed in purchasing 10 bottles at possible rate of \$200 per bottle.
 - Discussed the need to update the air compressor for bottle refilling within the next 5 years.
- Ambulance
 - Financial report: checkbook balance, \$18,476.50; ACT102 account balance, \$7,770.08; Money Market account balance, \$37,358.63.
 - 167 runs year-to-date.
 - Area EMS update: ST. Croix EMS is officially no longer an agency. River Falls EMS appears to have an unlikely contract renewal after next year.

Road/Town Hall Report

- Xtreme Tree Shark will probably be here the first week of December. They will start by Moe's.
- Will start boom mowing at the end of the week and continue until we get too much snow.
- Received our salt/sand from Pierce County.
- We will keep the cemetery road open when it snows.
- Need a backup for plowing.

Old Business

1. **Above Ground Fuel Tank Update.** The fuel tank was raised to meet the 6' high requirement to eliminate the need for fencing.
2. **Clean-Up Day recap** – Revenue of \$424; Expenses \$1,456
3. **Box Culvert Project Update.** All box culverts will be replaced in Spring 2020.

New Business

1. **Adopt 2020 Budget** – Motion by Jacobson, seconded by Anderson to adopt the 2020 budget including a municipal tax levy of \$261,258. Unanimous approval; motion carried.
2. **Multimodal Local Supplement (MLS) Program** – will hold a special meeting on Nov. 20 to complete the applications for 3 proposed projects: box culvert replacement, overlay and shoulder project for 870th St., overlay and shoulder project for 110th St.
3. **Replace Western Star truck & plow**
 - a. Have 2 bids for new truck & plow. Only differences between the 2 trucks is the cab and resale value.
 - Western Star total price is \$112,902, will give us \$68,000 for trade-in, cost after trade-in is \$44,902.
 - Freightliner total price is \$104,534, will give us \$68,000 for trade-in, cost after trade-in is \$36,534.
 - b. Jeremy prefers the Western Star
 - c. Add to December agenda
4. **LRIP application/project** – will hold a special meeting on Nov. 20 to complete the application.
5. **2020 Tax Cover Letter** – motion by Jacobson, seconded by Anderson to approve 2020 tax cover as presented. Send as 2 separate pages instead of double-sided so people can retain the informational portion of the letter.
6. **Appoint election inspectors** – Motion by Jacobson, seconded by Anderson to approve Anna Crownhart, Delores Hulback, Joyce Wentlandt, Jane Whirry, Mary Ann Jensen, Roxy Peterson and Faye Jones as the election inspectors for the Town of Spring Lake. Unanimous approval; motion carried.
7. **Set next meeting date** – December 10th at 7pm.

Adjourn Motion to adjourn by Jacobson, seconded by Anderson. Unanimous approval. Meeting adjourned at 8:22 pm.

Respectfully submitted:
Donna Borgschatz, clerk

Town of Spring Lake

Monthly Board Meeting Tuesday, November 12, 2019 Following the budget hearing at 7pm @ The Town Hall

Monthly Agenda

1. Call to Order
2. Pledge of Allegiance
3. Roll call
4. Public comments
5. Approve posted agenda
6. Minutes of last meeting
7. Pay bills
8. Treasurer's Report
9. Elmwood Fire and Ambulance Report
10. Spring Valley Fire and Ambulance Report
11. Road/Town Hall Report

Old Business

1. Above ground fuel tanks update
2. Clean-up day recap
3. Box Culvert project update

New Business

1. Adopt 2020 budget
2. Multimodal Local Supplement (MLS) Program
3. Replace Western Star Truck and plow
4. TRIP application/project
5. 2020 Tax Cover Letter
6. Appoint Election Inspectors
7. Set next meeting date.

Adjourn.

Prepared by Donna Borgschatz, Clerk
Posted 11/8/19

ALL ITEMS ARE DISCUSS/TAKE ACTION

Town of Spring Lake
 Notice of Public Budget Hearing

Notice is hereby given that at **7:00 p.m. on Tuesday, November 12, 2019**, at the Spring Lake Town Hall, a Public Hearing on the Proposed Budget of Spring Lake will be held. The proposed budget in detail is available for inspection by appointment with the town clerk. The following is a summary of the proposed 2020 Budget.

<u>Category</u>	2019	Proposed 2020
	<u>Budget</u>	<u>Budget</u>
REVENUES:		
Total Local Taxes	258,567.00	261,258.00
Total Intergovernmental Revenue	140,355.00	152,973.00
Total Licenses & Permits	3,300.00	3,300.00
Total Public Charges for Services	3,000.00	4,000.00
Misc Revenue	100.00	100.00
Total Other Financing - loan	0.00	500,000.00
Total Revenues	405,322.00	921,631.00

<u>Category</u>	2019	Proposed 2020
	<u>Budget</u>	<u>Budget</u>
EXPENDITURES:		
Total Capital Outlay	0.00	10,500.00
Total Debt Services	42,480.00	30,050.00
Total General Govt.	46,775.00	45,346.00
Total Other Financing	6,000.00	6,000.00
Total Public Safety	31,000.00	31,400.00
Total Public Works	276,817.00	796,085.00
Total Health	2,250.00	2,250.00
Total Expenditures	405,322.00	921,631.00

Dated this 14th day of October, 2019

By:

Donna Borgschatz
 Clerk, Town of Spring Lake

Town of Spring Lake
Monthly Meeting Minutes
Tuesday, October 8, 2019

Call to order: Chairman Johnson called the meeting to order at 7:00 pm.

Pledge of Allegiance

Public present: Jeremy Johnson, Christian Nelson.

Board members present: Chairman Richard Johnson, Supervisor 1 Mike Jacobson, Supervisor 2 Tim Anderson. Treasurer Sarah Stein and Clerk Donna Borgschatz.

Approve posted agenda. Motion to approve posted agenda by Jacobson, seconded by Anderson. Unanimous approval, motion carried.

Minutes of last meeting. Motion by Anderson, seconded by Jacobson to approve the minutes from the September 10th monthly meeting. Unanimous approval, motion carried.

Paying of bills. Postponed to end of meeting. Motion by Jacobson, seconded by Anderson to pay the bills as submitted. Unanimous approval, motion carried.

Treasurer's report. Checkbook balance of \$85,481; reserve account balance of \$34,194.94. Motion by Jacobson, seconded by Johnson to approve the Treasurer's report. Unanimous approval, motion carried.

Elmwood Fire and Ambulance Report – Nothing New to Report.

Spring Valley Area Emergency Services Report: Next meeting will be October 14th, 2019. Jacobson to attend.

Road/Town Hall Report

- Xtreme Tree Shark will be coming in late fall. Will do trees by Moe's on Hwy. 128 and on 110th south of Tom Miller to curve by Dwight Johnson.
- Want to get an additional 200 ton of salt/sand. Last year we purchased salt/sand from Pierce County, as it was cheaper including delivery than Dunn County. Jeremy waiting for call back from Pierce County.
- Ditch mowing complete except for areas where the crops have not been harvested.
- Mike will meet with Chad Johnson in regards to TRIP application. Looking at doing wedging and overlay on 870th by Butch Wentlandt.
- Discussion in regards to new, one-time grant by the WI Dept. of Transportation. Program is called Multimodal Local Supplement (MLS) and is a 90% reimbursement of approved projects. Considering redoing 110th Street to County Rd. P. Will be put on November agenda.

Old Business

1. **Above Ground Fuel Tank Update.** Anderson was told by Mike Olson (Advanced Tank Service) that the State of WI was no longer regulating above ground fuel tanks. Anderson asked Borgschatz to call the state to verify. Borgschatz spoke with Greg Bareta (Section Chief). Greg said that the statute was inadvertently written wrong so right now the state cannot regulate the above ground fuel tanks. He said the Town of Spring Lake should complete getting our tank into compliance, we just don't need to submit plans to the state for approval because of the error. Greg said that by the end of January 2020, the state will once again be regulating above ground fuel tanks. He told Borgschatz that ATCP 93 contained the regulations for above ground fuel tanks. The Town of Spring Lake will continue the process of getting the above ground fuel tank into compliance. Anderson will call Mike Olson to find out when he can complete the work.
2. **Clean-Up Day recap** – We took in a total of \$481 on clean-up day. Paid \$80 to attendant. Jeremy took the scrap metal to River City Metal and we received \$23. Have not received the invoice from P.I.G.
3. **Box Culvert Project Update.** We received a signed contract, performance bond, payment bond, a verification of company participation in drug/alcohol testing program and a copy of the 2019 Employee Handbook and Safety Program from Mattison Construction. Johnson will notify the First Bank of Baldwin with where we are at on this project. If weather permits, Mattison will begin with culverts by Aaron Hinzman and Jeff Asher properties. If weather does not permit, all box culverts will be replaced in Spring 2020.

New Business

1. **Adopt resolution 2019-003 Pierce County All Hazards Mitigation Plan** – Motion by Johnson, seconded by Jacobson to adopt resolution 2019-003. Unanimous approval; motion carried.

2. **2020 Budget Preparation** – Discussed and prepared budget proposal for 2020. Motion by Jacobson, seconded by Anderson to accept 2020 budget proposal as prepared to present at Budget Hearing on November 12th.

3. **Set next meeting date** – November 12th following the budget hearing at 7pm.

Adjourn Motion to adjourn by Jacobson, seconded by Anderson. Unanimous approval. Meeting adjourned at 8:15 pm.

Respectfully submitted:
Donna Borgschatz, clerk

Town of Spring Lake

**Monthly Board Meeting
Tuesday, October 8, 2019**

7pm

@

The Town Hall

Monthly Agenda

1. Call to Order
2. Pledge of Allegiance
3. Roll call
4. Public comments
5. Approve posted agenda
6. Minutes of last meeting
7. Pay bills
8. Treasurer's Report
9. Elmwood Fire and Ambulance Report
10. Spring Valley Fire and Ambulance Report
11. Road/Town Hall Report

Old Business

1. Above ground fuel tanks update
2. Clean-up day recap
3. Box Culvert project update

New Business

1. Adopt Resolution 2019-003 Pierce County All Hazards Mitigation Plan
2. 2020 Budget Preparation
3. Set next meeting date.

Adjourn.

Town of Spring Lake
Monthly Meeting Minutes
Tuesday, September 10, 2019

Call to order: Chairman Johnson called the meeting to order at 7:00 pm.

Pledge of Allegiance

Public present: Jeremy Johnson, Christian Nelson.

Board members present: Chairman Richard Johnson, Supervisor 1 Mike Jacobson, Supervisor 2 Tim Anderson. Treasurer Sarah Stein. Clerk Donna Borgschatz was excused with a prior obligation.

Approve posted agenda. Motion to approve posted agenda by Jacobson, seconded by Anderson. Unanimous approval, motion carried.

Minutes of last meeting. Motion by Jacobson, seconded by Anderson to approve the minutes from the August 13th monthly meeting and the August 22nd Special Meeting. Unanimous approval, motion carried.

Paying of bills. Postponed to end of meeting. Motion by Jacobson, seconded by Anderson to pay the bills as submitted. Unanimous Approval.

Treasurer's report. Checkbook balance of \$130,786.22 reserve account balance of \$33,669.96. Motion by Jacobson, seconded by Johnson to approve the Treasurer's report. Unanimous approval, motion carried.

Elmwood Fire and Ambulance Report – Nothing New to Report.

Spring Valley Area Emergency Services Report: Next meeting will be October 14th, 2019. Jacobson to attend. Mike Fitzjarrell (SVFD Director) received a grant for \$139,500.00 for new SCBA's.

Road/Town Hall Report

- Seal/Chip Coating is done. Looks Great.
- Scott's Construction still needs to do the cold mix patching/wedging.
- The new 15' John Deere rotary mower is doing a great job mowing.

Old Business

1. **Above Ground Fuel Tank Update.** Anderson has poured the new concrete pad and installed the bollards for the diesel tank relocation. Hopes to have it completed by end of October.
2. **Clean-Up Fall Day. Update Pricing.** – We reviewed the pricing from PIG and have updated what we will be charging for a pick-up load and certain items at the Fall Clean-Up Day, scheduled for Saturday, October 5th. The new Flyer is attached.
3. **Box Culvert Project Update.** We have a signed contract back from Hofacker's on the culverts. Johnson to reach out to Mattison Construction for an update. Johnson to also notify the First Bank of Baldwin with where we are at on this project. Mattison hopes to have at least two box culvert's replaced this Fall, weather permitting.
4. **WTA On-Farm Twilight Meeting at Son-Bow Farms.** Johnson, Jacobson and Anderson Attended. Great participation from local elected officials. Jay and Kristi Richardson showed everyone how they are addressing their liquid manure.

New Business

1. **Town ROW's (Right-of-Ways).** Jeremy to get after this public safety concern this Fall and Winter. Looking for some assistance to help on this project. We are responsible for providing safe ROW's +/- 33 feet from the road centerline. Any trees in this zone are the Town's to remove. The trees are also providing a canopy that does not allow our roads to properly dry out, thus compromising the integrity of our roads. We have a standing contract with Extreme Tree Shark to come in each Fall and work on ROW sections depending upon how much money we have left in our annual budget. Landowners to be contacted about our on-going efforts and ask for their assistance in removing any obsolete fences that are in the way.
2. **Set Date for 2020 Budget Preparation** – We will do this immediately after our monthly October Board meeting, scheduled for Tuesday, October 8th.
3. **Pursuant to WI State Statute 19.85 1(c), to go in Closed Session to discuss/review and take action if necessary, in regards to Jeremy's annual review** – Motion by Jacobson, seconded by Anderson. Unanimous Approval.
4. **Reconvene into Open Session.** – Motion by Jacobson, seconded by Anderson. Unanimous Approval.
5. **Set next meeting date** – October 8th at 7pm.

Adjourn Motion to adjourn by Jacobson, seconded by Anderson. Unanimous approval. Meeting adjourned at 7:45 pm.

Respectfully submitted:

Mike Jacobson: Supervisor #1
Town of Spring Lake

Approved 10/8/19

Town of Spring Lake

**Monthly Board Meeting
Tuesday, September 10, 2019**

7pm

@

The Town Hall

Monthly Agenda

1. Call to Order
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Old Business

1. Above ground fuel tanks update
2. Clean-up day – update pricing
3. Box Culvert project update
4. WTA On-Farm Twilight Meeting at Son-Bow Farms Update

New Business

1. Town Right-of-ways
2. Set date for 2019 budget preparation
3. Pursuant to WI State Statute 19.85 1(c), go into closed session to discuss/review and take action if necessary, in regards to employee performance.
4. Reconvene into open session
5. Set next meeting date.

Adjourn.

Town of Spring Lake
Special Meeting Minutes
Thursday, August 22, 2019

Call to order: Chairman Johnson called the meeting to order at 7:07 pm.

Pledge of Allegiance

Public present: Jeremy Johnson, Matt Gundry (CBS² project manager)

Board members present: Chairman Richard Johnson, Supervisor 1 Mike Jacobson, and Clerk Donna Borgschatz. Supervisor 2 Tim Anderson had a prior commitment; Treasurer Sarah Stein was not needed at this meeting.

Approve posted agenda – Motion to approve posted agenda by Jacobson, seconded by Johnson. Unanimous approval, motion carried.

Old Business

1. **Box culvert project – open bids; award to acceptable bid**

- Matt Gundry reported that all the bids have been reviewed for completion of all appropriate forms and provision of necessary certifications.
- There were 8 prime bidders who requested the plans. Only 4 prime bidders submitted bids.
 - Mattison Contractors, Inc. - \$269,150.50
 - Haas Sons, Inc. - \$331,119.76
 - McCabe Construction - \$379,990.75
 - A-1 Excavating, Inc. - \$514,976.00
- Official engineers estimate for entire project (includes pipe and gravel Spring Lake is going to purchase) - \$475,668.00
- Discussion about bids. Motion by Jacobson, seconded by Johnson to award the bid to Mattison Contractors, Inc. for \$269,150.50 as the prime contractor. Spring Lake will provide pipes and base material. Unanimous approval; motion carried.
- Discussion about pipe bid. Motion by Jacobson, seconded by Johnson to award pipe bid to Hofacker Construction Services for \$125,025.00. Unanimous approval; motion carried.

Adjourn Motion to adjourn by Jacobson, seconded by Johnson. Unanimous approval. Meeting adjourned at 7:34 pm.

Respectfully submitted:
Donna Borgschatz, Clerk

Town of Spring Lake

**Special Meeting
Thursday, August 22, 2019
7pm
@
The Town Hall**

Agenda

1. Call to Order
2. Pledge of Allegiance
3. Roll call
4. Public comments
5. Approve posted agenda

Old Business

- 1.Box Culvert project - open bids; award to acceptable bid

Adjourn.

Prepared by Donna Borgschatz, Clerk
Posted 8-19-19

Town of Spring Lake
Monthly Meeting Minutes
Tuesday, August 13, 2019

Call to order: Chairman Johnson called the meeting to order at 7:00 pm.

Pledge of Allegiance

Public present: Jeremy Johnson, Laurence Murphy

Board members present: Chairman Richard Johnson, Supervisor 1 Mike Jacobson, Supervisor 2 Tim Anderson, Treasurer Sarah Stein and Clerk Donna Borgschatz.

1. **Approve posted agenda.** Motion to approve posted agenda by Jacobson, seconded by Anderson. Unanimous approval, motion carried.
2. **Minutes of last meeting.** Motion by Jacobson, seconded by Anderson to approve the minutes from the July 9th monthly meeting. Unanimous approval, motion carried.
3. **Paying of bills.** Postponed to end of meeting. Motion by Jacobson, seconded by Anderson to pay the bills as submitted. Unanimous Approval.
4. **Treasurer's report.** Checkbook balance of \$48,006.78; reserve account balance of \$33,169.96. Motion by Jacobson, seconded by Anderson to approve the Treasurer's report. Unanimous approval, motion carried.
5. **Elmwood Fire and Ambulance Report** – Board of Directors special meeting was held on July 31 to discuss the purchase of a rescue truck from Menomonie Fire for \$17,500. Would like to add another \$5,000 to purchase miscellaneous items such as installing a radio, getting lettering done, etc. Weston Township offered to take out a loan for \$22,500 to purchase the truck and miscellaneous items.

Discuss repairs/replacements of the boiler and air conditioner and miscellaneous repairs. Received quotes for new heating and air conditioning system. Hurlburt Heating, \$11,958; T&S Hardware, \$8,983.18. The Ambulance Service has the funds to cover all costs. Will have T&S install the new heating and air conditioning system.

Miscellaneous repairs, including: new commercial steel door with a closure from True Door for \$1,500; building an overhang for the door; repaint building; cement work.

6. **Spring Valley Area Emergency Services Report:** Met on August 12.

- SVAES

- 501c3 Update - All documentation is in line and should be completed within the week. We will be looking at the end of the year for approval/denial from IRS.
- Traynor will begin exploring surrounding area wages for administrative staff to ensure current wage levels are fair.
- Flooring for meeting room discussed again. Brunkhorst will bring it back to the Village Board again.
- Discussion on locking the lobby doors of the building. Brunkhorst believes it is in the Village Emergency Plan for trailer court residents to come to the building during severe weather. Brunkhorst will discuss it with the Village and bring findings back to the next meeting.

- Fire Department

- Financial Report – checkbook balance of \$103,109.62; savings account balance of \$50,022.29.
- 2020 Fire Budget – No increase in the fire budget, however our share of the budget increased by \$157 for a total of \$15,170.80 for 2020.
- The Fire Department will explore the ability to write off fire calls where the township is unable to collect funds owed.
- Fire Department may be responding more into Dunn County on I94 due to continued construction and Menomonie Fire not being able to efficiently access their territory until construction is completed.
- Fire Runs to date: 73.

- Ambulance

- Financial Report – checkbook balance of \$16,527.22; ACT 102 account balance of \$2,162.27; money market account balance of \$37,349.42
- 2020 EMS Budget – The EMS budget is staying the same. We will still pay \$14.50 per capita. Our per capita amount is less than Ellsworth EMS (+\$20 per capita), Prescott EMS (\$30 per capita) and the State average of \$28 per capita.
- New EMT students – 3 new staff, 2 will go through EMT training, 1 is already licensed.
- Zoll Monitors have arrived, staff will be training on them within the next week and they will go into service.
- EMS Runs to date: 132.

7. **Road/Town Hall Report**

- Waiting for Scotts Construction to seal coat roads. Possibly here 1st or 2nd week of September. Pushed back due to the rain. No patching needs to be done by us on the roads to be seal coated. Scotts Construction will take care of it.
- Discussion on cutting tree limbs. Would like to use a "man basket" to be able to cut down branches higher on the tree. Dewey is asking Martell Town Board to purchase one.
- Fixed the floor of the hot box. While loaning it out, the patching material was overheated and it was returned damaged.

Old Business

1. **Above ground fuel tanks update** – Anderson spoke with Charles Goettl, Chippewa Fire District Tank Inspector, in regards to bringing our tank(s)/site into compliance. Charles said that the tank(s) need to be 100' from our well, 25' from the building, 25' from the road and 25' from the property line. In regards to the collision posts, he said steel post is good; wood post is ok. He mentioned that some Townships use guard rail material. The tank should be on a concrete pad. We must have chain link fence around the tank/concrete pad. There must also be an emergency stop button on the building. Discussion in regards to how many tanks we want to keep and hiring Advanced Tank Service, Inc. to bring the tank(s) into compliance. Anderson said he could do the concrete, fencing and posts. Motion by Jacobson, seconded by Johnson to get the on-road fuel tank into compliance by hiring Advance Tank Service and to sell the off-road fuel tank. Unanimous approval; motion carried.
2. **Clean-up day charges and vendor** – Donna called Menomonie Disposal to see the costs associated for clean-up day. If we do not sort out the chargeable items from the rest of the stuff, we not only pay the per item fee, we are also charged a 50% of item fee for each item not separated. The dumpster costs do not include any weight in the dumpster, that is charged separately. Separating the chargeable options is not a good option for the Town of Spring Lake. We will stay with Paul's Industrial Garage for fall clean-up day. Our clean-up day prices will be updated at the September meeting.
3. **Discuss/take action on rotary mower** – discussion in regards to John Deere Rotary Mower versus Land Pride Rotary Mower. After comparing the 2 mowers, Jacobson motioned to trade-in our current rotary mower and purchase the John Deere Rotary Mower from Menomonie Tractor Central for an additional \$7,748.94. Anderson seconded the motion. Unanimous approval; motion carried.
4. **Box Culvert project update** – below is a summary time-line of the project.
 - 8/29/18 – RFP for box culvert replacement awarded to FAA (Fleming Andre Associates)
 - 4/15/19 – loan for \$500,000 approved from First Bank of Baldwin
 - 4/22/19 – Matt Gundry sent work plans to WWT fiber, DNR and Pierce County for approval
 - 5/2/19 - Pierce County needs engineers estimate
 - 6/3/19 – WWT sent acknowledgement form to Matt
 - 7/1/19 – WWT sent email to Matt stating there is no compensable work – ok to move forward
 - 7/2/19 – Matt sent final estimate to Pierce County for approval
 - 8/1/19 – Matt received approval from Pierce County
 - 8/6/19 – Notice for bids placed in Pierce County Herald for 2 weeks. Also posted notice on Quest.
 - 8/22/19 – earliest date to open/award bids. Bids will be submitted electronically and we cannot access them until bidding closes at 1pm.
 - Spring Lake will purchase the culverts and have them delivered to each project as needed to save money.
 - Spring Lake will purchase base aggregate. Contractor will need to haul base. This will also save money.
 - 11/1/19 – culvert replacement completion date.
 - 2020 – paving will be done

Motion by Jacobson, seconded by Johnson to hold a special meeting on Thursday, August 22 at 7pm to open/award bids. Unanimous approval; motion carried.

New Business

1. **Certified Survey Map (Phyllis Bee property)** – Laurence Murphy presented a CSM for the Phyllis Bee Family Trust. Steven Bee wants to sell the house and 4.379 acres. Motion by Jacobson, seconded by Anderson to approve the CSM as submitted. Unanimous approval; motion carried.
2. **Propane Contract** – Motion by Jacobson, seconded by Anderson to purchase 3500 gallons of liquid propane for \$1.14 per gallon from Synergy Cooperative. Unanimous approval; motion carried.
3. **WTA On-Farm Twilight Meeting at Son-Bow Farms on 8/28/19** – tours start at 6pm; discussion follows. Johnson and Jacobson will attend.

4. **Loaning out/rental of Town of Spring Lake equipment** – unless the equipment ownership is shared with another municipality, Jeremy is to go with the equipment when be loaned/rented out. The loaning/rental will be based on Jeremy's availability. The borrowing/renting municipality will be charged \$37.50 per hour labor, \$100 per day rental and refill the lp tank.
5. **First Installment Tax Collection Agreement with Pierce County** – Motion by Johnson, seconded by Jacobson to have Pierce County continue to take care of the first installment tax collection. Unanimous approval; motion carried.
6. **Set Fall Clean-up date** – Fall clean-up day will be October 5, 2019 from 8am – 4pm. Jacobson will look for someone to work that day.
7. **Next meeting date** – September 10th at 7pm.

Adjourn Motion to adjourn by Jacobson, seconded by Anderson. Unanimous approval. Meeting adjourned at 8:35 pm.

Respectfully submitted:
Donna Borgschatz, Clerk

Town of Spring Lake

**Monthly Board Meeting
Tuesday, August 13, 2019**

7pm

@

The Town Hall

Monthly Agenda

1. Call to Order
2. Pledge of Allegiance
3. Roll call
4. Public comments
5. Approve posted agenda
6. Minutes of last meeting
7. Pay bills
8. Treasurer's Report
9. Elmwood Fire and Ambulance Report
10. Spring Valley Fire and Ambulance Report
11. Road/Town Hall Report

Old Business

1. Above ground fuel tanks update
2. Clean-up day charges and vendor
3. Discuss/take action on rotary mower
4. Box Culvert project update

New Business

1. Certified Survey Map (Phyllis Bee property)
2. Propane Contract
3. WTA On-Farm Twilight Meeting at Son-Bow Farms on 8/28/2019
4. Loaning out/rental of Town of Spring Lake equipment
5. First Installment Tax Collection Agreement with Pierce County
6. Set Fall Clean-up day
7. Set next meeting date.

Adjourn.

Town of Spring Lake
Monthly Meeting Minutes
Tuesday, July 9, 2019

Call to order: Chairman Johnson called the meeting to order at 7:00 pm.

Pledge of Allegiance

Public present: Jeremy Johnson, Christian Nelson

Board members present: Chairman Richard Johnson, Supervisor 1 Mike Jacobson, Supervisor 2 Tim Anderson, Treasurer Sarah Stein and Clerk Donna Borgschatz.

1. **Approve posted agenda.** Motion to approve posted agenda by Jacobson, seconded by Anderson. Unanimous approval, motion carried.
2. **Minutes of last meeting.** Motion by Jacobson, seconded by Anderson to approve the minutes from the June 11th monthly meeting and the June 13th special meeting. Unanimous approval, motion carried.
3. **Paying of bills.** Postponed to end of meeting. Motion by Jacobson, seconded by Anderson to pay the bills as submitted. Unanimous Approval.
4. **Treasurer's report.** Checkbook balance of \$73,642.76; reserve account balance of \$32,669.96. Motion by Jacobson, seconded by Anderson to approve the Treasurer's report. Unanimous approval, motion carried.
5. **Elmwood Fire and Ambulance Report** – nothing to report. Chicken dinner fund raiser will be held on September 7.
6. **Spring Valley Area Emergency Services Report:** Next meeting is August 12 at 7pm.
7. **Road/Town Hall Report**
 - Sprayed weeds with Crossbow
 - First round of mowing is complete
 - Boom mowing now
 - Scotts Construction will be in the area the beginning of August
 - Jim Moe will remove his fence so we can mow the Right-of-way

Old Business

1. **Jon Hinzman Driveway Update**– William Stewart served Jon and Tera Hinzman the letter from the Town of Spring Lake on June 12. Jon called the Township after being served. He dug out the culvert so water can flow through it now. Town will check again next spring.
2. **Above ground fuel tanks update** – Anderson met with Mike Olson from Advanced Tank Service and received a proposal to upgrade our current fuel tanks. Bid price includes: State plans/permit, closure of 1 tank, upgrade existing tank into compliance (2" whistle vent alarm, 2" pressure vacuum vent, interstitial float gauge, anti-siphon kit for pump, ¾" x 17' hose, breakaway, swivel, aluminum drop tube for fill, new labels for tank), labor and travel. Bid does not include concrete pad, collision posts, chain link fence, equipment to load/unload tanks for relocation, electrical wiring for new location, e-stop button on building, 80bc fire extinguisher. Jeremy has previously talked with Pat McDonald and also Randy (Binkowski's use him for their tanks). They told Jeremy different things that needed to be done, i.e. do not use collision posts, use cement containment structure. Both Pat and Randy told Jeremy the same things to come into compliance. They both thought it would cost \$15,000 - \$18,000 to do it right. The Town of Spring Lake will remove the off-road tank. Purchased an off-road fuel tank to put in the back of the pick-up truck. We have only used 775 gallons since June 26, 2018. Advanced Tank Service would purchase the second tank and venting for \$1,000 if the township would load the tank onto their trailer. Add to August agenda for further discussion/action.
3. **Direct Deposit update** – First direct deposit transaction was for July 1 payroll. Everything went great.
4. **Box Culvert project update** – Matt is updating bid with current prices and that the Town of Spring Lake will supply the pipe and base material. Once updated, it will be sent to Pierce County for approval. Can post for bids once we receive the approval from Pierce County.

New Business

1. **Discuss/take action on John Deere mower** – found out that the John Deere CX15 flex-wing rotary cutter that was approved at the June 13th special meeting was a close-out special and is no longer available. Tractor Central gave us a new proposal for a JD R15 flex-wing rotary cutter. Original price is \$28,060. We would receive a customer discount of \$9,119.05 and trade-in on our current rotary cutter of \$10,100. New purchase price will be \$8,640.95. This unit will be available in August. Also received a proposal from Value Implement on a Land Pride rotary cutter, purchase price \$10,500. Add to August agenda for further discussion/action.

2. **Clean-up day charges and vendor** – Donna talked with P.I.G. in regards to the additional costs associated with roll-offs. We should not have been charged for the 10 mattresses. P.I.G. will send us a refund check for \$150. Donna received a detailed list of chargeable items associated with roll-offs. She will call Menomonie Disposal to find out their costs for roll-offs and get a list of chargeable items for roll-offs. Add to August agenda for further discussion/action.
3. **Ordinance 2019-01 Municipal Records Schedule** – Motion by Jacobson, seconded by Anderson to adopt Ordinance 2019-01 Municipal Records Schedule. Unanimous approval; motion carried.
4. **Next meeting date** – August 13th at 7pm.

Adjourn Motion to adjourn by Jacobson, seconded by Anderson. Unanimous approval. Meeting adjourned at 8:02 pm.

Respectfully submitted:
Donna Borgschatz, Clerk

Town of Spring Lake

Monthly Board Meeting

Tuesday, July 9, 2019

7pm

@

The Town Hall

Monthly Agenda

1. Call to Order
2. Pledge of Allegiance
3. Roll call
4. Public comments
5. Approve posted agenda
6. Minutes of last meeting
7. Pay bills
8. Treasurer's Report
9. Elmwood Fire and Ambulance Report
10. Spring Valley Fire and Ambulance Report
11. Road/Town Hall Report

Old Business

1. Hinzman driveway update
2. Above ground fuel tanks update
3. Direct deposit update
4. Box Culvert project update

New Business

1. Discuss/take action on John Deere mower
2. Clean-up day charges and vendor
3. Ordinance 2019-01 Municipal Records Schedule
4. Set next meeting date.

Adjourn.

Town of Spring Lake
Special Meeting Minutes
Thursday, June 13, 2019

Call to order: Chairman Johnson called the meeting to order at 8:01 pm.

Pledge of Allegiance

Public present: none

Board members present: Chairman Richard Johnson, Supervisor 1 Mike Jacobson, Supervisor 2 Tim Anderson, and Clerk Donna Borgschatz. Treasurer Sarah Stein was not needed at this meeting.

Approve posted agenda – Motion to approve posted agenda by Jacobson, seconded by Anderson. Unanimous approval, motion carried.

New Business

1. **Amy Jo Jensen New Home Approval** – Motion by Anderson, seconded by Jacobson to approve the new home construction request for Amy Jo Jensen as submitted. Unanimous approval, motion carried.
2. **New John Deere CX15 Flex-wing Rotary Cutter** – discussion about trading in our current 2014 John Deere CX15 rotary cutter for a 2019 John Deere CX15 Flex-wing Rotary Cutter. This would enable Jeremy to mow ditches in one pass, saving gas, tractor hours, tractor wear and tear and labor. Cost of new cutter is \$18,048.94 after a \$6,902.06 discount. We would get \$10,300 trade-in for our current cutter. Total out-of-pocket cost will be \$7,748.94. Motion by Anderson, seconded by Jacobson to trade-in our 2014 John Deere CX15 cutter for a 2019 John Deere CX15 Flex-wing Rotary Cutter from Tractor Central. Unanimous approval, motion carried.

Adjourn Motion to adjourn by Jacobson, seconded by Anderson. Unanimous approval. Meeting adjourned at 8:04 pm.

Respectfully submitted:
Donna Borgschatz, Clerk

Town of Spring Lake

**Special Meeting
Thursday, June 13, 2019
8pm
@
The Town Hall**

1. Call to Order
2. Pledge of Allegiance
3. Roll call
4. Public comments
5. Approve posted agenda

New Business

1. Amy Jo Jensen New Home Approval.
2. New John Deere CX15 Flex-Wing Rotary Cutter

Adjourn.

Town of Spring Lake
Monthly Meeting Minutes
Tuesday, June 11, 2019

Call to order: Chairman Johnson called the meeting to order at 7:00 pm.

Pledge of Allegiance

Public present: Jeremy Johnson, Rosanna Nevin, Colin Nevin, Brent Gregg, Alex Larson (Scott Construction), Amy Jo Jensen. Christian Nelson arrived at 7:40pm.

Board members present: Chairman Richard Johnson, Supervisor 1 Mike Jacobson, Supervisor 2 Tim Anderson, and Clerk Donna Borgschatz. Treasurer Sarah Stein was excused with prior obligations.

1. **Approve posted agenda.** Motion to approve posted agenda by Anderson, seconded by Jacobson. Unanimous approval, motion carried.
2. **Minutes of last meeting.** Motion by Jacobson, seconded by Anderson to approve the minutes from the May 14th monthly meeting. Unanimous approval, motion carried.
3. **Paying of bills.** Postponed to end of meeting. Motion by Jacobson, seconded by Anderson to pay the bills as submitted. Unanimous Approval.
4. **Treasurer's report.** Checkbook balance of \$65,857.73; reserve account balance of \$32,146.37. Motion by Jacobson, seconded by Anderson to approve the Treasurer's report. Unanimous approval, motion carried.
5. **Elmwood Fire and Ambulance Report** – nothing to report.
6. **Spring Valley Area Emergency Services Report:** Met May 22nd. Next meeting is August 12 at 7pm. Will present 2020 budget.

Pierce County Sheriff's Office is hosting a meeting with the townships to start the process of implementing a severe winter weather policy for emergency services.

DNR grant will be applied for once again in hopes to receive a 50/50 matching grant to be applied towards pagers.

501c3 Update - Tod met with Loberg Law Office and has begun the process for the total cost of \$3,000 to be split equally between EMS and Fire. Process is expected to take approximately six months to be completed.

Flooring for meeting room discussed again as there is a strong need for replacement. There are no funds available from the Village of Spring Valley at this time.

- Fire Department
 - Financial Report – checking, \$58,408.01; savings, \$49,984.91
 - Fire Equipment/Truck Update - DOT Inspections completed, six sets of turnout gear have been ordered, boots and helmets have arrived. Light tower has been sold for \$3,500 and the funds will be used to purchase new fire hose that will replace outdated fire hose.
 - Fire Runs to date: 48.
 - Ambulance
 - Financial Report – checking, \$16,050.91; ACT 102, \$2,162.27; Money Market, \$30,017.71
 - EMS Monitor Quotes - current monitors are no longer supported by Phillips. Will purchase two new Zoll Monitors for the price of \$58,970.78 divided into three payments over one calendar year through Zoll's Financing Option with the gift of \$15,000 from the EMS Members.
 - EMS Runs to date: 88.
7. **Road/Town Hall Report**
- Xtreme Tree Shark will cost \$6,700 to remove 1 ½ miles of trees on both sides of 690th. Chairman Johnson to ask Joe Bacon if he would move pine trees out of the Town Right-of-way. Jeremy suggested we budget for Xtreme Tree Shark services yearly to assist in removing trees from Town Right-of-way.
 - Will be mowing or boom mowing, depending on weather.
 - Discussion in regards to the road from Hwy. 128 to Miller (Kramer) Quarry getting annihilated by the quarry trucks. Jacobson received a complaint in regards to noise from the quarry after business hours.

Public comment – Amy Jo Jensen submitted a summary of new home construction. Board will review information at special meeting to be held Thursday, June 13 after Board of Review.

Old Business

1. **Jon Hinzman Driveway Update**—Borgschatz received the certified letter back on May 29, 2019. Motion by Jacobson, seconded by Anderson to have William Stewart serve Jon and Tera Hinzman the letter from the Town of Spring Lake informing them that they need to repair/install a culvert in their driveway. Unanimous approval, motion carried.
2. **Above ground fuel tanks update** – Jeremy talked to Pat McDonald (State certifier). Pat is supposed to get back to Jeremy as well as contact Chuck Goettl (State inspector).
3. **Clean-up Day update** – Cost of 3 roll-offs was \$1,590; the cost of chargeable items was \$858. Total expense was \$2,448. We took in \$574 plus \$61.75 in scrap recycling.
4. **Direct Deposit update** – Donna has completed setting up the information needed to start direct deposit for July 1. There was a \$50 one-time set-up fee. Claudia Traynor will continue to do payroll but instead of printing out checks, she will send the information via email to Donna to complete the direct deposit transactions.
5. **Box Culvert project update** – waiting for response from West Wisconsin Telcom. They have had plans and a list of potential conflicts for over a month, and they still have not submitted acknowledgement or work plans. Jacobson will contact Matt to see exactly who we are waiting on. Jacobson will then contact Chairman Johnson with the information received from Matt and Johnson will call the vendor we are waiting on.

New Business

1. – Road Tour results – Discussion in regards to which of the 11 roads identified by road tour will be done in 2019 based on amount budgeted for 2019. Projects will be done end of July or beginning of August. 2019 projects are as follows:
 - Chip seal .61 miles on 710th Ave. using 3/8" granite chips; \$16,782.
 - Chip seal .5 miles on 110th St. using 3/8" granite chips; \$10,820.
 - Double seal over culvert patch on 790th Ave.; \$720
 - Cold mix paving overlay and wedging (one auger wedge on both sides of road) .54 miles on 770th Ave; \$22,792.
 - Cold mix paving overlay (full overlay) and wedging .25 miles on 50th St.; \$17,908.
 - Cold mix paving overlay and wedging (full width paver patch) on 850th Ave.; \$1,628.
2. **Discuss/take action on Town Hall roof** – Town Hall has leaks in the roof. Anderson will come look at it when it is raining to see where leaks are. Tim will obtain and apply Quick Calk to roof to hopefully seal the problem areas.
3. **Request to rezone land for Brent Gregg** – Brent would like his property to be rezoned from Commercial to General Rural so that he can build a shouse (shed house). Motion by Jacobson, seconded by Johnson to approve rezoning land in section 6 for Brent and Tiffany Gregg. Land to be rezoned from Commercial to General Rural.
4. **Discuss/take action on Adam Adank land** – Adam Adank's bank will not give him a loan to build a duplex. Chairman Johnson gave Adam the name of the loan officer for First Bank of Baldwin. The property is listed For Sale. Board gave Adam approval to build a duplex because he was going to live in one side. Adam had to apply for a CUP. Is that CUP void if Adam sells the land? Chairman Johnson to find out how selling the property affects the CUP.
5. **Emergency Response Plan** – Sheriff Nancy Hove wants each municipality to complete a form with the names and numbers in order of who to call in case of an emergency. Borgschatz to complete the form with the Chairman and Supervisors information. Chairman will be first on the list.
6. **Nevin New Home** – Rosanna and Colin Nevin submitted a summary about the single-family home they want to build on their property. They plan to live in the current home while the new home is being built. After they move into the new home, the old home will be torn down. They have changed their mind about needing a new driveway; will use current driveway. Motion by Jacobson, seconded by Anderson to approve the new home construction as submitted. Unanimous approval, motion carried. Borgschatz to refund new driveway permit fee since they will continue to use the old driveway.
7. **Next meeting date** – July 9th at 7pm.

Adjourn Motion to adjourn by Jacobson, seconded by Anderson. Unanimous approval. Meeting adjourned at 9:00 pm.

Respectfully submitted:
Donna Borgschatz, Clerk

Town of Spring Lake

Monthly Board Meeting

Tuesday, June 11, 2019

7pm

@

The Town Hall

Monthly Agenda

1. Call to Order
2. Pledge of Allegiance
3. Roll call
4. Public comments
5. Approve posted agenda
6. Minutes of last meeting
7. Pay bills
8. Treasurer's Report
9. Elmwood Fire and Ambulance Report
10. Spring Valley Fire and Ambulance Report
11. Road/Town Hall Report

Old Business

1. Hinzman driveway update
2. Above ground fuel tanks update
3. Clean-up day update
4. Direct deposit update
5. Box Culvert project update

New Business

1. Road Tour Results
2. Discuss/take action on Town Hall Roof
3. Request to rezone land for Brent Gregg
4. Discuss/take action on Adam Adank land
5. Emergency Response Plan
6. Nevin New Home
7. Set next meeting date.

Adjourn.

Town of Spring Lake
Monthly Meeting Minutes
Tuesday, May 14, 2019

Call to order: Chairman Johnson called the meeting to order at 7:01 pm.

Pledge of Allegiance

Public present: Jeremy Johnson

Board members present: Chairman Richard Johnson, Supervisor 2 Tim Anderson, Treasurer Sarah Stein and Clerk Donna Borgschatz. Supervisor 1 Mike Jacobson was excused with prior obligations.

1. **Approve posted agenda.** Motion to approve posted agenda by Anderson, seconded by Johnson. Unanimous approval, motion carried.
2. **Minutes of last meeting.** Motion by Anderson, seconded by Johnson to approve the minutes from the April 16th monthly meeting. Unanimous approval, motion carried.
3. **Paying of bills.** Postponed to end of meeting. Motion by Anderson, seconded by Johnson to pay the bills as submitted. Unanimous Approval.
4. **Treasurer's report.** Checkbook balance of \$92,900.80; reserve account balance of \$31,646.37. Motion by Anderson, seconded by Johnson to approve the Treasurer's report. Unanimous approval, motion carried.
5. **Elmwood Fire and Ambulance Report – Met April 17th, 2019.**
 - Fire Department
 - Financial report: Checkbook balance of \$72,860.35; Donation/Auxiliary Account balance of \$22,468.02.
 - Currently have 28 members.
 - Have had 15 runs – auto aids and mutual aids.
 - Purchased a slide in for the gator and 2 thermo cameras.
 - Chicken Dinner Fund Raiser will be held on September 7.
 - Kari Joyce is replacing Levi Delong as Secretary/Treasurer.
 - Roof has been replaced.
 - Ambulance
 - Financial report: Checkbook balance of \$10,515.31; ACT 102 account balance of \$1,093.37; New Ambulance/Equipment Fund balance of \$22,736.36; Donation account balance of \$12,094.27.
 - There are 15 EMT's, 1 EMR and 2 drivers.
 - Auto Load Cot is completely paid off.
 - Started teaching CPR classes to the public.
6. **Spring Valley Area Emergency Services Report:** Next meeting will be May 22nd, 2019. Jacobson to attend.
7. **Road/Town Hall Report**
 - Everything is going well.
 - There are a couple of spots (50th St. and 850th Ave.) that are too big to patch, would like to overlay.
 - Box culvert project is still not out for bids. Still waiting for DNR approval.
 - Discussion about what areas need to be seal coated this year. Thinking 110th from G to dead end; 150th from 710th to dead end; 110th from P to 170th. Would like to wedge 770th, 850th and 870th; they are the roads in worse condition.
 - Chairman Johnson stated that the Pierce County Sheriff has scheduled a meeting on June 5 at 7pm for Town Chairs and Supervisors to discuss who & when to call for snow emergencies.
 - Jeremy would like to remove the popple trees on both sides of 690th starting near County CC to Jack Leo driveway. Chairman Johnson told Jeremy to get an estimate from Xtreme Tree Shark for this project.
 - If cemetery road is firm enough, Jeremy will haul rock in there.

Old Business

1. **Discuss/Take Action on Improperly Installed Private Culvert on Jon Hinzman Driveway –** Johnson and Borgschatz drafted letter to Jon Hinzman informing him that he needs to install a properly sized culvert on his driveway. Borgschatz sent letter by certified mail on May 8, 2019. At the time of this meeting, the letter has not been picked up by Jon Hinzman.
2. **New House/Construction Info –** Borgschatz presented final draft of "New Home Information" sheet to be placed on All Croix Inspection website, Town of Spring Lake website and to be handed out to anyone inquiring about building a new home in the Town of Spring Lake. Motion by Anderson, seconded by Johnson to approve New Home Information sheet. Unanimous approval, motion carried.

3. **Town Website** – Borgschatz had sent proposed website information to board members to review. Motion by Anderson, seconded by Johnson to allow Donna to give the website information to Pierce County Clerks office for implantation. Unanimous approval; motion carried.

New Business

1. **Above ground fuel tanks** – discussion in regards to State Order received from Chippewa Fire District Inspector Charles Goettl to get our tanks into compliance. Jeremy will contact Pat McDonald who is a state certified tank installer to help us determine exactly what we need to do to be compliant.
2. **Resolution 2019-002 Amending the 2019 Budget** – Motion by Johnson, seconded by Anderson to amend the 2019 budget by increasing the 2019 Total Debt Services amount to \$42,480 to reflect actual loan payment to First Bank of Baldwin for extension on Western Star Loan and to decrease the 2019 Sealcoating expense to \$69,555 to keep the 2019 Total Expenditures at \$405,322. Unanimous approval; motion carried.
3. **Commercial Electrical Rules** – received a letter from the WI Dept. of Safety and Professional Services informing us that there are new commercial electrical rules. Effective March 1, 2019, the Town of Spring Lake may choose to exercise jurisdiction over commercial wiring installations. If we choose not to exercise jurisdiction by January 1, 2020, the Department of Safety and Professional Services will assume jurisdiction. Motion by Johnson, seconded by Anderson to not exercise jurisdiction over commercial wiring installations. Unanimous approval; motion carried.
4. **General Records Schedule Adoption** – adopting this schedule allows the Town of Spring Lake to dispose of records in our possession on a regularly scheduled basis according to the Wisconsin Municipal Records Schedule guidelines. Motion by Anderson, seconded by Johnson to adopt the General Records Schedule. Unanimous approval; motion carried.
5. **Direct Deposit for Town Employees/Town Board** – Motion by Johnson, seconded by Anderson to set-up direct deposit. Unanimous approval; motion carried.
6. **Set Open Book and Board of Review Dates** – Open Book will be held on Wednesday, June 5 from 7-9pm; Board of Review will be held on Thursday, June 13 from 6-8pm.
7. **Board of Review Alternates** – Johnson will talk to Gary Peterson about being an alternate.
8. **Next meeting date** – June 11th at 7pm.

Adjourn Motion to adjourn by Johnson, seconded by Anderson. Unanimous approval. Meeting adjourned at 8:28 pm.

Respectfully submitted:
Donna Borgschatz, Clerk

Town of Spring Lake
Monthly Meeting Minutes
Tuesday, April 16, 2019

Call to order: Chairman Johnson called the meeting to order at 7:35 pm.

Pledge of Allegiance

Public present: Jeremy Johnson, Faye Jones, Roxy Peterson, Gary Peterson, Christian Nelson.

Board members present: Chairman Richard Johnson, Supervisor 1 Mike Jacobson, Supervisor 2 Tim Anderson. Treasurer Sarah Stein and Clerk Donna Borgschatz were excused with prior obligations.

1. **Approve posted agenda.** Motion to approve posted agenda by Jacobson, seconded by Anderson. Unanimous approval, motion carried.
2. **Minutes of last meeting.** Motion by Jacobson, seconded by Anderson to approve the minutes from the March 12th monthly meeting and the March 20th Special Meeting. Unanimous approval, motion carried.
3. **Paying of bills.** Postponed to end of meeting. Motion by Jacobson, seconded by Anderson to pay the bills as submitted. Unanimous Approval.
4. **Treasurer's report.** Checkbook balance of \$85,743.46; reserve account balance of \$31,146.37. Motion by Jacobson, seconded by Johnson to approve the Treasurer's report. Unanimous approval, motion carried.
5. **Elmwood Fire and Ambulance Report –** Next meeting will be April 17th, 2019. Anderson to attend.
6. **Spring Valley Area Emergency Services Report:** Next meeting will be May 22nd, 2019. Jacobson to attend.
7. **Road/Town Hall Report**
 - Roads came out of the frost in decent shape. Will need to do some hot mix repair in certain spots.
 - Had to pump water out of the ditch at the Jon Hinzman property that is impacting the integrity of the road.
 - Road Bans are currently on.

Old Business

1. **Planning Commission Recommendation for Greg Johnson variance.** –Jacobson motion, seconded by Anderson, to approve the variance as supported by the Planning Commission.
2. **Discuss/Take Action on advertising for bids (box culvert project).** – Jacobson to contact Matt Gundry to confirm bids are out and we can open them and decide on a contractor at our May monthly board meeting.

New Business

1. **Discuss/Take Action on Improperly Installed Private Culvert on Jon Hinzman Driveways.** Motion by Jacobson, seconded by Anderson, to have Richard and Donna send a letter to Jon Hinzman advising him of the requirement to install a properly sized culvert on both his house and shed driveways. Failure to do so will necessitate the Town of Spring Lake to do the work and put the bill on their tax bill.
2. **Set Spring Clean-Up Date** – Saturday, May 11th from 8:00 am – 4:00 pm. Adam to work it.
3. **Set Spring Road Tour Date** – Thursday, May 23rd at 2:00 pm. Confirmed with Craig Bowe from Scott Construction.
4. **New House/Construction Info** – Tabled until May meeting so Donna could be present.
5. **Town Website** – Tabled until May meeting so Donna could be present.
6. **Set next meeting date** – May 14th at 7pm.

Adjourn Motion to adjourn by Jacobson, seconded by Anderson. Unanimous approval. Meeting adjourned at 8:29 pm.

Respectfully submitted:

Mike Jacobson: Supervisor #1

Town of Spring Lake
Annual Meeting Minutes
Tuesday, April 16, 2019

Call to order: Chairman Johnson called the meeting to order at 7:01 pm.

Pledge of Allegiance

Public present: Jeremy Johnson, Faye Jones, Roxy Peterson, Gary Peterson, Christian Nelson.

Board members present: Chairman Richard Johnson, Supervisor 1 Mike Jacobson, Supervisor 2 Tim Anderson. Treasurer Sarah Stein and Clerk Donna Borgschatz were excused with prior obligations.

1. **Minutes of 2018 Annual Meeting.** Motion by Jacobson, seconded by Anderson to approve the minutes from the April 17th, 2018 annual meeting. Unanimous approval, motion carried.
2. **Review of 2018 Expenditures.** Chairman Johnson discussed the 2018 expenditures page by page with explanations for any area that had questions from the floor. Motion by Jacobson, seconded by Anderson to approve the 2018 expenditures. Unanimous Approval.
3. **2019 Possible Expenditures.** Chairman Johnson explained that it was the intent of the Board to replace all eight box culverts identified as needing replacement this summer/fall. Bids to be opened at our May monthly board meeting.
4. **Concerns and Comments.** None
5. **Set Date for 2019 Annual Meeting to be held in 2020.** – April 15th, 2020.

Adjourn Motion to adjourn by Anderson, seconded by Gary Peterson. Unanimous approval. Meeting adjourned at 7:35 pm.

Respectfully submitted:

Mike Jacobson
Supervisor #1

Town of Spring Lake
Special Meeting Minutes
Wednesday, March 20, 2019

Call to order: Chairman Johnson called the meeting to order at 6:00 pm.

Pledge of Allegiance

Public present: Faye Jones

Board members present: Chairman Richard Johnson, Supervisor 1 Mike Jacobson, Supervisor 2 Tim Anderson, and Clerk Donna Borgschatz. Treasurer Sarah Stein was not needed at this meeting.

Approve posted agenda – Motion to approve posted agenda by Jacobson, seconded by Anderson. Unanimous approval, motion carried.

New Business

1. **Resolution 2019-001 Term Credit Agreement with First Bank of Baldwin for loan up to \$500,000 for box culvert replacement** – Discussion in regards to financing options. Motion by Jacobson, seconded by Anderson to approve Resolution 2019-001 Term Credit Agreement with First Bank of Baldwin for loan up to \$500,000. Unanimous approval; motion carried

Public Comments

- Faye Jones went over the draft copy of the New Home Checklist so the Town Board knew where the Planning Commission was at with this document. This document is only for new home construction. Discussion about the checklist. Updated draft will be presented at April meeting.

Adjourn Motion to adjourn by Jacobson, seconded by Johnson. Unanimous approval. Meeting adjourned at 8:34 pm.

Respectfully submitted:
Donna Borgschatz, Clerk

Town of Spring Lake
Monthly Meeting Minutes
Tuesday, March 12, 2019

Call to order: Chairman Johnson called the meeting to order at 7:05 pm.

Pledge of Allegiance

Public present: Jeremy Johnson, Faye Jones, Christian Nelson, Todd Dolan (All Croix Inspection), Matt Gundry (FAA)

Board members present: Chairman Richard Johnson, Supervisor 1 Mike Jacobson, Supervisor 2 Tim Anderson, Treasurer Sarah Stein and Clerk Donna Borgschatz.

1. **Approve posted agenda** – Motion to approve posted agenda by Jacobson, seconded by Anderson. Unanimous approval, motion carried.
2. **Minutes of last meeting.** Motion by Jacobson, seconded by Anderson to approve the minutes from the February 12th monthly meeting. Unanimous approval, motion carried.
3. **Paying of bills.** Postponed to end of meeting. Motion by Jacobson, seconded by Anderson to pay the bills as submitted. Unanimous Approval.
4. **Treasurer's report.** Checkbook balance of \$125,990.49; reserve account balance of \$30,624.15. Motion by Jacobson, seconded by Anderson to approve the Treasurer's report. Unanimous approval, motion carried.
5. **Elmwood Fire and Ambulance Report** – nothing to report
6. **Spring Valley Area Emergency Services Report:** Met February 20, 2019 at 7pm.
 - **Fire Department**
 - Financial Information: checking \$64,531.91; savings \$49,925.36
 - New State mandates: additional training standards increased; turn out-gear limited to ten-year life
 - Will be purchasing six new sets of turn-out bunkers/jackets, ten helmets and 15 pairs of boots. Estimated cost of \$18,000. Want to pay \$10,000 out of the savings account and remainder to be paid out of the Firefighter Run Account.
 - Purchased a Light Tower in 2008, only used 2 times. Looking to sell the Light Tower and replace it with smaller portable lights and a generator with the funds.
 - Looking at purchasing new extrication equipment. A family from the community inquired about doing a 50/50 match of raised funds in a campaign.
 - **Ambulance**
 - Financial Information: checking \$9,645.31; ACT 102 \$4,097.27; money market \$18,623.57
 - 223 calls in 2018, 30 calls so far in 2019
 - Need to upgrade ambulance monitors, current ones are no longer supported. Cost is approximately \$27,000 per monitor, need 2. Looking into possible grants or payment plans with companies selling the monitor.
 - Five EMT's have passed their boards and are actively running on the service.
 - Pancake Breakfast is Sunday, February 24th
 - Blood Drive is Friday, March 1st
 - **Spring Valley Area Emergency Services**
 - 501c3 Status – Director Jorgenson has been in conversation with Loberg Law Offices and received an estimate to complete the status for: \$3000 in three months' time. Board recommends obtaining a second estimate from an additional Law Office.
 - Next meeting May 22, 2019 at 7pm.
7. **Road/Town Hall Report**
 - All trucks are running again.
 - Jeremy thinks we have enough salt/sand for the rest of the season.
 - Ordered a new, large snow bucket. Jeremy said it has been a godsend with all of this snow.
 - Discussion about emergency situations during a blizzard.
 - Jacobson said he has had many positive comments about Jeremy sanding people's driveways

Old Business

1. **Conditional Use Permit for a family cemetery on property owned by Jeff & Nona Bock (Crick Ridge Farm)** – Bock's not in attendance.
2. **Building Permit/Ordinance Discussion/Action** – Discussion about how our ordinance affects building permits and inspections. Jacobson commented that we want all buildings within the Town of Spring Lake to be put up safely. Motion by Jacobson, seconded by Anderson to sign the 2019 contract with All Croix Inspections.

New Business

1. **Planning Commission recommendation for Greg Johnson variance** – Planning Commission asked Greg to see if he could get another ½ acre from adjoining neighbor. No recommendation yet; will be on Planning Commission April agenda.
2. **Discuss/take action on advertising for bids** – Matt informed the Board that FAA has been purchased by CBS Squared, Inc. Discussion in regards to the box culvert project. Preliminary estimate of project is \$300,000 - \$360,000. FAA has submitted 90% plans to the Board. There are some utility conflicts, mostly with WWT. There are no significant DNR impacts. Only 1 culvert can be worked on at a time. The Town of Spring Lake will purchase all pipes required for entire project (8 culverts) to receive a big price break on bulk purchase; contractor will install the supplied pipes. The Town of Spring Lake will also purchase the barrow required for the project and the contractor will place it. Matt is wondering if the Town of Spring Lake wants to do all the culverts in the same season or split them into different projects. Jacobson replied that we want them all done at once and by the book. Matt will send the 90% plan to Chad Johnson at Pierce County for approval. Usually a 2-3 week turn-around time. Hope to have everything ready for bids at the April meeting with rough cost estimate with contingency. Matt will take care of the class 2 notice for bidding the project. Chairman Johnson will contact First Bank of Baldwin about taking out a loan to pay for the project.
3. **Set next meeting date** – April 16, 2019 following the Annual Meeting at 7pm.

Adjourn Motion to adjourn by Jacobson, seconded by Johnson. Unanimous approval. Meeting adjourned at 8:34 pm.

Respectfully submitted:
Donna Borgschatz, Clerk

Town of Spring Lake
Monthly Meeting Minutes
Tuesday, February 12, 2019

Call to order: Chairman Johnson called the meeting to order at 7:00 pm.

Pledge of Allegiance

Public present: Christian Nelson, Tim Middlestadt

Board members present: Chairman Richard Johnson, Supervisor 1 Mike Jacobson, Supervisor 2 Tim Anderson, Treasurer Sarah Stein and Clerk Donna Borgschatz.

1. **Approve posted agenda** – Motion to approve posted agenda by Jacobson, seconded by Anderson. Unanimous approval, motion carried.
2. **Minutes of last meeting.** Motion by Jacobson, seconded by Anderson to approve the minutes from the January 8th monthly meeting. Unanimous approval, motion carried.
3. **Paying of bills.** Postponed to end of meeting. Motion by Jacobson, seconded by Anderson to pay the bills as submitted. Unanimous Approval.
4. **Treasurer's report.** Checkbook balance of \$58,653.56; reserve account balance of \$30,124.15. Motion by Jacobson, seconded by Anderson to approve the Treasurer's report. Unanimous approval, motion carried.
5. **Elmwood Fire and Ambulance Report** – nothing to report
6. **Spring Valley Area Emergency Services Report:** Next meeting will be February 20, 2019 at 7pm.
7. **Road/Town Hall Report** – no report; Jeremy out plowing.

Old Business

1. **Sale of town pick-up truck; open bids/award to accepted bid** – received 7 sealed envelopes
 - Gerald Taylor - \$100 more than highest bid. Bid not accepted; did not follow protocol.
 - Terrance Ellefson – bid \$2,126
 - Adam Larrieu – bid \$2,103
 - Tim Anderson – bid \$3,100
 - Austin Jacobson – bid \$1,826
 - Tim Middlestadt – bid \$2,075
 - Brian Jacobson – bid \$1,536Motion by Jacobson, seconded by Johnson to accept high bid of \$3,100 from Tim Anderson. Anderson abstained.
2. **Conditional Use Permit for a family cemetery on property owned by Jeff & Nona Bock (Crick Ridge Farm)** – tabled until March due to weather.
3. **Building Permit/Ordinance Discussion/Action** – tabled until March due to weather

New Business

1. **Planning Commission recommendation for Greg Johnson variance** – tabled until March due to weather
2. **Discuss/take action on advertising for bids** – tabled until March due to weather
3. **Set next meeting date** – March 12, 2019 at 7pm.

Adjourn Motion to adjourn by Jacobson, seconded by Anderson. Unanimous approval. Meeting adjourned at 7:29 pm.

Respectfully submitted:
Donna Borgschatz, Clerk

Town of Spring Lake
Monthly Meeting Minutes
Tuesday, January 8, 2019

Call to order: Chairman Johnson called the meeting to order at 7:06 pm.

Pledge of Allegiance

Public present: Jeremy Johnson, Christian Nelson, Greg Johnson

Board members present: Chairman Richard Johnson, Supervisor 1 Mike Jacobson, Supervisor 2 Tim Anderson, Treasurer Sarah Stein and Clerk Donna Borgschatz.

1. **Approve posted agenda** – Motion to approve posted agenda by Jacobson, seconded by Anderson. Unanimous approval, motion carried.
2. **Minutes of last meeting.** Motion by Jacobson, seconded by Anderson to approve the minutes from the December 11th monthly meeting. Unanimous approval, motion carried.
3. **Paying of bills.** Postponed to end of meeting. Motion by Jacobson, seconded by Anderson to pay the bills as submitted. Unanimous Approval.
4. **Treasurer's report.** Checkbook balance of \$14,313.80; reserve account balance of \$29,624.15. Borgschatz said we received the 1st installment of property taxes for \$135,219.09 and the General Transportation Aid of \$25,120.33 in January which is not reflected in the Treasurer's report. After paying January bills, the checkbook balance is \$41,049.24. Motion by Jacobson, seconded by Anderson to approve the Treasurer's report. Unanimous approval, motion carried.
5. **Elmwood Fire and Ambulance Report** – nothing to report
6. **Spring Valley Area Emergency Services Report:** Next meeting will be February 20, 2019 at 7pm.
7. **Road/Town Hall Report**
 - New pick-up truck is here. V-plow works great for plowing Town Hall parking lot, Spring Lake Lutheran parking lot, by Esanbocks and other smaller areas.
 - Old pick-up is ready for sale
 - Scott Wood will be Jeremy's backup for January 18-19 and February 9-10.
 - Will be ordering 100-150 ton more salt/sand. Will be getting it from Pierce County as they are cheaper having it delivered than Dunn County is.
 - Boom mower is back at Spring Lake.
 - Talked with Tom Miller – will be cutting trees in the ROW

Old Business

1. **Box Culvert Project update** – Matt wants to be sure none of the current box culverts had "over topping" – they do not. Recommends plastic pipes for aprons and walls. Matt sent an email to Jacobson with the preliminary hydrology, structure sizing and hydraulics for all of the culverts. Roadway alignments, profiles and models are also completed, but plan sheets have not been completed. Plan sheets should be to us by the end of the week; estimates by mid-week next week.
2. **Election Day Emergency Response Plan** – tabled until March meeting
3. **Sale of town pick-up truck** – 2005 Chevy Silverado K1500 to be sold by sealed bids. Bids should be mailed to Town PO Box or put in lock box at Town Hall. We want the right to refuse any or all bids. Will park the truck in the Spring Valley Waste Treatment parking lot. Will also advertise on facebook.

New Business

1. **Conditional Use Permit for a family cemetery on property owned by Jeff & Nona Bock (Crick Ridge Farm)** – tabled until February. Will be added to Planning Commission agenda as well as regular monthly meeting.
2. **Set next meeting date** – February 12, 2019 at 7pm.

Public Comments

- Greg Johnson is interested in purchasing 1 ½ acres from Diane Whirry. He wants to know if he will be able to build a house on that property. There is an old well and foundation on it now. Chairman Johnson stated that it looked like there was an address associated with that piece of property already. Jacobson said that he talked to Gary Peterson about that property and Gary said there used to be a "homestead" on it. The Comprehensive Plan says that if there was a homestead on a piece of property before, another homestead could be placed on that parcel. Jacobson said Greg would need a variance because that parcel of land doesn't meet the 2-acre minimum. This would be placed on the Planning Commission agenda.

Adjourn Motion to adjourn by Jacobson, seconded by Anderson. Unanimous approval. Meeting adjourned at 8:07 pm.

Respectfully submitted:
Donna Borgschatz, Clerk

Town of Spring Lake
Caucus
Tuesday, January 8, 2019

Call to order: Chairman Richard Johnson called the caucus to order at 7:00 p.m.

Public present: Richard Johnson, Mike Jacobson, Sarah Stein, Donna Borgschatz, Christian Nelson, Greg Johnson, Jeremy Johnson

Pledge of Allegiance

Chairman Johnson explained the procedures for the caucus. Mike Jacobson nominated Richard Johnson for caucus chairman. Tim Anderson seconded the motion. All approved, motion carried.

Caucus chairman Johnson called for nominations as follows:

Chairman

Richard Johnson nominated by Mike Jacobson, seconded by Tim Anderson.

Call for additional nominations two times by Caucus Chairman Johnson. Mike Jacobson motioned to close the nominations for Chairman, seconded by Tim Anderson. Motion carried.

Supervisor 1

Michael Jacobson nominated by Richard Johnson, seconded by Tim Anderson.

Call for additional nominations two times by Caucus Chairman Johnson. Richard Johnson motioned to close the nominations for Supervisor 1, seconded by Tim Anderson. Motion carried.

Supervisor 2

Tim Anderson nominated by Mike Jacobson, seconded by Richard Johnson.

Call for additional nominations two times by Caucus Chairman Johnson. Mike Jacobson motioned to close the nominations for Supervisor 2, seconded by Sarah Stein. Motion carried.

Treasurer

Sarah Stein nominated by Mike Jacobson, seconded by Tim Anderson.

Call for additional nominations two times by Caucus Chairman Johnson. Mike Jacobson motioned to close the nominations for Treasurer, seconded by Tim Anderson. Motion carried.

Clerk

Donna Borgschatz nominated by Mike Jacobson, seconded by Tim Anderson.

Call for additional nominations two times by Caucus Chairman Johnson. Mike Jacobson motioned to close the nominations for Clerk, seconded by Tim Anderson. Motion carried.

Motion to adjourn by Mike Jacobson, seconded by Tim Anderson. Caucus adjourned at 7:05 pm.

Respectfully submitted:
Donna Borgschatz, Clerk