

**Town of Menomonie**  
**Budget Hearing and Monthly Meeting**  
**Tuesday, December 17<sup>th</sup>, 2024, 6:00pm**

All Present: Kent Jackson, Brian Johnson, Scott Barnhart, Nancy Ponto and Charisse Sutliff  
Kent called the Budget Finalization Meeting to order at 6:00 pm

Copies of the Proposed Budget were handed out and shared with the Public; the Board reviewed the overall expenses and revenues for 2025:

**EXPENSES 2025**

Total General Government and Machinery \$500,242  
Public Safety \$209,042  
Roads and Town Hall \$322,393  
Solid Waste and Recycling \$152,000  
Taxes \$20,712  
Total Expenses \$1,204,389

**REVENUES 2025**

Levy-Taxes \$592,662  
Shared Revenues, State and County \$427,672  
Licenses and permits \$3,055  
Town Services, Fire, Dogs \$22,900  
Solid Waste/Collection Site \$157,500  
Checking Account Interest \$600  
Total Revenues \$1,204,389

Brian made a motion to approve the budget, Scott 2<sup>nd</sup> Approved  
Kent made a motion to adjourn the Budget Finalization at 6:03 pm.

Kent Called to Order the Special Elector Budget meeting and passed out copies of the Town Levy Worksheet that had been submitted to the State. Kent asked for a vote to adopt the Town Levy. Votes were counted:

8 Ayes, 0 Nays

The 2025 Town Levy Resolution 2024-07 was approved and signed.

Next, Kent held a vote to approve the Highway Expenses proposed for 2025. Votes were counted:

13 Ayes, 0 Nays

Brian made a motion to Adjourn the Budget Hearing at 6:13 pm. Scott seconded, Carried.

**Kent called to Order the Regular Board Meeting at 6:14 pm**

**Minutes**

- Minutes from the regular board meeting on November 12<sup>th</sup>, 2024, were Tabled. The Clerk's laptop was damaged, and it is at the PC Doctor's getting repaired. The digital copy would be retrieved once available.

- The minutes from the November 27<sup>th</sup> 2024 Special Meeting were reviewed. Scott made a motion to approve, Brian 2<sup>nd</sup>, Carried.

### **Public**

- Brent Lindsay, who resides in Woodland Terrace stood and read a prepared statement to the Board. He stated that on Thursday December 5<sup>th</sup> a mass cutting of trees and brush was performed. It was shredded and hacked up leaving quite a mess. A neighbor informed him that when he inquired about the Township, he was told that the Town did not have the resources to clean it up. He and his wife spent the next three days raking and cleaning up the brush creating piles. He took 4 loads to the dump site on Dec 7<sup>th</sup> and on Dec 8<sup>th</sup> he assisted an elderly neighbor cleaning up his piles. There were still piles left on the side of the road and on Dec 9<sup>th</sup> the Township came by and pushed all the piles off into the woods – their yard. When he asked the Patrolman why this was being done, he was told it was a hazard. He then pulled a shredded stump from a bag asking how this – what was left was not a hazard. He felt this was dangerous for children, pets and the many people that walk that road. He asked if the Town is going to do a job that: 1) Notify the Neighbors 2) Rather than push aside the piles help pick them up and take them to the dump. He then shared pictures of the mess with the Board.
- After reviewing the pictures Kent stated that the Town has an easement 33 feet from the center of the road. He said that the Town has a responsibility to ensure there are proper sight lines at the intersections keeping brush down, and tree limbs from hanging into the road. To do this they use the Boom Mower. Kent acknowledged it is a rough cut but does get the job done. As far as the piles on the side of the road – he said we didn't know who put them there to have a conversation, but they did need to be moved. They can't have piles of brush on the side of the road, if it snowed that would interfere with the plow. Kent said that he agreed communication needs to go both ways. Kent stated that the area had not been maintained properly for some time and with this new boom mower they would continue to mow it, it will get better looking with more passes in the future.
- Kent apologized to Brent and said that it is possible in the future to send out correspondence.
- Christy Lindsay addressed the Board with her concerns as well, she said that she is grateful for the care taken on the road but in the Springtime, it becomes a sandbox. There is so much sand put on the road that she shoveled up 10 gallons alone. She inquired about the sweeping from the City. Kent confirmed that we contract the City to Sweep, but only do one pass. He advised her to call if it is an issue and they can look at it in the Spring. She then mentioned graffiti and profanity had been spray painted – Patrolman, Matt said he would come out and look at it. Lastly, there are some bad potholes that need attention. Matt said he would fill those up as well.

### **CSM-Special Exception Kinnard**

- Sara Kinnard has a 40-acre parcel and intends to sell a portion to her daughter so they can build a home. It needs a special exception because 440<sup>th</sup> Avenue goes right through it, zoning requires the parcel to be sub-divided.
- The Plan Commission has reviewed the CSM and recommended it to the Board, the special exception doesn't require any green space. The Board reviewed the CSM.
- Brian made a motion to approve the CSM Special Exception. Scott 2<sup>nd</sup> Carried.

### **Plan Commission Appointments**

- Kent was pleased to announce that Scott Fredrick was willing to step up and take the Chair position on the Plan Commission. Kent will be stepping down from Chair but will remain on the commission to help guide and advise as needed.
- Scott Fredrick's appointment will be effective Dec 2024- April 2026.

- Scott made a motion to approve the appointment, Brian 2<sup>nd</sup> Carried.

### **Cedar Corporation Presentation on Services for Town's Comprehensive Plan**

- Josh and Kevin from Cedar Corp presented the Town with their services offered to complete the Comprehensive plan required to be completed every 10 years. It states the direction the township seeks for future growth. Josh Miller covered the 9 elements of their services and what we could expect in the process. It can take about 12-18 months to complete. Kent confirmed that 30k had been allocated in the 2025 budget for this.

### **Approval of Contract with Cedar Corporation for Town Comprehensive Plan Services**

- Brian made a motion to approve Cedar Corp facilitation of the Town's comprehensive plan, Scott 2<sup>nd</sup> Carried.

### **Employee – Chairman Report**

- Matt reported that the tractors had all been serviced and maintained. He's been out cutting brush and patching holes. Jeff has been out on Medical Leave, so he has been a one man show getting it done.
- Scott complimented him on getting out early and taking such good care of Rudiger Road in the last snowstorm.

### **Drop Off Site Report**

#### **\*Vote for Holiday Site Hours**

- Brian Burkel, our collection site employee, has already noticed an increase in waste due to the Holiday Season. He requested that since both Christmas Day and New Year's Day fall on Wednesdays that they open the collection side on Thursdays following the holidays to accommodate- he said that if they don't, he would worry about running out of space the following Saturdays. Kent was very thankful that Brian had already done the leg work and verified that GFL would be able to pick up. If passed, Brian would be passing out small flyers with Holiday Hours.
- Scott made a motion to approve the Holiday Hours, Brian 2<sup>nd</sup> Carried.

### **Fire Protection and EMS Ordinance**

- Kent showed copies of the Re-Stated memorandum of understanding and agreement creating the Menomonie Rural Fire & Emergency Medical Services District.
- Scott made a motion to adopt the ordinance, Brian 2<sup>nd</sup> Carried.

### **Fire Protection Charges Ordinance**

- Fire Protection charges use to be \$500; they now are approx. \$1200 each. The Rural Fire Dept will no longer (since 1959) be charged for the billing. The full amount of the call will need to be charged to the residents. These dollars will go towards capital expenditures of the Menomonie Rural Fire & EMS District.
- Brian made a motion to approve the Ordinance, Kent 2<sup>nd</sup> Carried.

### **Delmore Consulting Road Report**

- Kent asked Delmore to suggest road work needed this Spring to help determine budget guidelines. He shared with the Board about \$200k in project recommendations. This does not replace the Spring Road Report, but it will be a guide used to help determine the timelines of work needed.

### **Delmore Consulting Discussion and Possible Approval of Culvert Assessment Services**

- Over the past year, Delmore has presented their Culvert Assessment Services. If the Board commits before the end of year the Town saves 20%. The cost would be \$8160.00. Scott made a motion to approve the contract for service. Brian 2<sup>nd</sup> Carried.

### **Drop Off Site Employee Pay Approval**

- Kent appreciates the work Clair and Brian do at our site. He made a motion proposing to give Brian a \$1 increase (from \$19 to \$20) per hour. And to give Clair a \$0.75 increase (from \$17 to \$17.75) per hour. Effective Jan 1<sup>st</sup>. Brian 2<sup>nd</sup> Carried.

### **Patrolman Pay and Benefits Contract Approval**

- Matt is currently at \$25.50/hour and asked the Board for \$27/hour. Brian made a motion to approve the increase, Scott 2<sup>nd</sup> Carried.
- Jeff will be retiring at the end of January, but it was proposed by Brian to bump his rate to \$27 as well. Scott 2<sup>nd</sup> Carried.

### **Clerk Pay Increase Approval**

- Kent made a motion to increase the clerk's salary by 2% as her contract indicates a yearly cost of living increase. It would go from 17k/year to 17,400/year. Brian 2<sup>nd</sup> Carried.

### **Clerk Reports**

- Charisse noted she has been working on the Mill Rate Worksheet and all the paperwork needed for the Dunn County Treasures office to run the tax bills. She shared the excel sheet breakdowns with the board.

### **Board Reports**

- Nancy reported that she did receive the printed tax bills from the County office, she printed newsletters, collection site brochures and windshield stickers – all were collated, and tax bills were mailed! Nancy also noted that there were not any personal property taxes this year. She also let the board know she would need to get a new printer soon.
- Kent said he did have two qualified candidates for the Patrolman position. He has set a Special Meeting on Monday Dec 23<sup>rd</sup> at 6 pm to interview Cody Holmberg and Blake Paulson at 6:30 pm.

### **Vouchers / Review /Approve**

- The budget and vouchers were reviewed by the board.
- Scott made a motion to approve Vouchers 22238-22299. Brian 2<sup>nd</sup> Carried.

### **Set Regular Board Meeting Date**

- Brian was not available on Tues 14<sup>th</sup> – the Next Regular Board Meeting will be held on Thursday, January 16<sup>th</sup> at 6pm.

### **Adjourn**

- Scott made a motion to adjourn at 8:08 pm Brian 2<sup>nd</sup> Carried,

Charisse Sutliff, Clerk Town of Menomonie