

DRAFT

TOWN OF STUBBS • MONTHLY BOARD MEETING

May 12, 2025 • N3305 S Hutchinson Road, Bruce, WI 54819

Attendance: Dave Kochendorfer, Annie Huiras, Pam Bonczyk, Val Richter, Caroline VanDerLoop

Others in attendance: Trevor Richards, John Richter, Barb Lorkowski, Bob Lorkowski, Brian Hagstrom, John Bonczyk, Craig Stevens, Mike Gardner, Brad Bartels, Dave Wierzba, Heather Olesiak, Janet Kochendorfer, Pam Lamm, Brenda Donahue, Shirley Rouleau

1. Meeting called to order at 6:00 pm
2. Pledge of Allegiance.
3. Chairman requested that there be no side conversations at the meeting.
4. **Informal Public Comment on Agenda Items and other Town Business:** Paul Road is used a lot by the community and they don't want it closed down. Lorkowski Lane is a bit of a mess and needs some gravel. What can be done about trash in the yards and falling down buildings? Discussion about various solutions. Briefing by Trevor Richards on Bruce Library activities. Library grants are being defunded by Federal Government. Only ½ of customary funds have been received this year.
5. The Chairman will get a list of all the town roads to do a rating system to determine what work will get done and when based on priority. The thought is to prioritize these roads based on the number of residents live on the road and the condition of the road.
6. **Motion by Pam Bonczyk/Annie Huiras 2nd** to approve April Board meeting minutes with correction of Site Plan Ordinance draft by next meeting in May. **Motion carried unanimously.**
7. **Motion by Pam Bonczyk/Dave Kochendorfer 2nd** to approve April 29th Special Board meeting minutes with the added Resolution 2019-5 to the motion to cancel. **Motion carried unanimously**
8. **Motion by Annie Huiras / Pam Bonczyk 2^o** to approve the April Financial Report and confirm the bank statements and vouchers balanced. **Motion was not voted.**
9. **Announcements and Review of Correspondence:** Bids for gravel and chipseal will be due by 19th and opened on the 20th at 6pm. Open Book will be on 13 May 6-8pm. Board of Review will be held on 27 May 6-8pm. The annual Clean Sweep will be held on June 13, noon-4pm at the Rusk County Highway Dept. The corner of Gorski and Adams was cleared so the signs can be seen. Giant pothole on Historic Road is marked with a cone.
10. Amundson Services, LLC bid on the guard rails \$13,875.00 for 16' on each corner of the bridge on S. Hutchinson Road for a total of 64' of guard rails. Morrison was another quote that was much more. State specs would require 90' of guardrails. According to DOT we are not required to follow state guidelines but we should check with our insurance regarding guidelines for installing.
11. Discussion about the flooding happening on Kief Road including a driveway culvert being placed too high by the resident doing it. The town needs to fix the road and the culvert to prevent further more expensive damage. The proposed solution is for the town to redo the culvert placement to fix the water flow to prevent further road damage as this is the correct thing to do. There was discussion about why one resident should get their personal culvert done by the town and not the rest of the residents. This is a one time occurrence and will prevent potential additional damage. It was suggested to have a policy for culverts.
12. **Motion by Dave Kochendorfer / Pam Bonczyk 2^o** to hire Scott Gudis for \$1,200 - \$1,500 to lower culvert and ditch on the Snyder's driveway where it runs onto Kief Road. **Motion carried Pam aye, Dave aye, Annie nay.**

13. Craig to get two or three quotes on new front tires for the ditch mower for #38085024 turf tread tires. AMA Tires says at \$895 each. It was suggested by John Deere the tires on the machine should be the same so if the fronts are changed the rears need to match.
14. Signed Resolution R2025-7 cancelling Resolution R2024-1 and Resolution 2019-5 both on Agenda Policy.
15. Signed Resolution R2025-6 cancelling Resolution 2023-2 Succession Plan
16. Clerk contract and job description is tabled for more editing.
17. Signed Resolution R2025-8 Amending Resolution 2024-1 Site Planning Resolution
18. **Motion by Pam Bonczyk / Dave Kochendorfer 2nd** to approve paying for WTA training for Chairman, Treasurer and Clerk. **Motion was not voted.**
19. **Motion by Annie Huiras / Pam Bonczyk 2nd** to approve the 2024 Municipal Financial Report for Wisconsin Towns so it can be filed with the state. **Motion was not voted.**
20. **N Stefczak Lane** Chris Michaels, Regional manager, WisDOT, looked at the road and said he is basically approving it. He is writing a letter to approve the 2 rod road to the Shelly Coleman regarding the request for the two rod variance. We should receive the letter shortly.
21. Conflict of interest policies. There are currently no town policies on this. The Policy Committee will be meeting in June to propose a policy to the Board. The Board did not approve the meeting.
22. **Site Plan Ordinance:** There is a revised draft of this ordinance which was to be presented to the board at the May meeting per meeting minutes. Planning Commission did not present and will meet on this and present a final draft at the June meeting.
23. **Motion by Pam Bonczyk / Dave Kochendorfer 2nd** to have the Planning Commission present the Site Plan Ordinance at the June meeting. **Motion was not voted.**
24. Regarding motion changing the ballot. This will be done by the clerk with the proper forms in 2027 for the Spring Election. No ordinance is required as the motion was made and approved at the annual meeting.
25. Val will provide a list of what needs cleaning to the Board. Brian Hagstrom, a current employee, has offered to do the cleaning and other employees may want to clean.
26. **Clerk update on Landfill Passes and Building Permits:** Building permit: None at present
Landfill Passes: Michael Redinger – Renter’s pass. Andrew Hudson – Resident’s pass. Michelle Koester – Resident’s pass. Randall Artrip – Resident’s pass.
27. **Motion by Pam Bonczyk / Dave Kochendorfer 2nd** to approve the Monthly Bills and the Alternate Procedure Claims. **Motion carried unanimously.** No transfer of funds was required
28. Treasurer’s job description will do in a future meeting.
29. Regarding meeting minutes the clerk will send the minutes draft to the Board. They will look them over for any corrections. They have two days to make notes and corrections without discussion. The clerk will make agreed upon changes per corrected minutes that are the same / similar and then the clerk will post within 5 days. The minutes remain a DRAFT until the next monthly meeting when approved.
30. **Motion by Pam Bonczyk / Annie Huiras 2nd** to approve Dave Kochendorfer’s mileage for looking at the roads. **Motion was not voted.**
31. **Items for future meetings:** Trash cleanup. Check Insurance co. re guard rails. Policy on culvert installations. Replacing ditch mower tires. Clerk contract. Treasurer’s job description. Pay the Assessor. Mileage policy for elected officials
32. Set date for next meeting: Monday, June 9, 2025 6:00 pm.
33. **Motion by Pam Bonczyk/ Annie Huiras 2nd** to adjourn the meeting. **Motion was not voted.**
34. Meeting adjournment 7:34 pm.

Posted at Town Hall and on the Website May 15 2025

Caroline VanDerLoop, Clerk

Date

DRAFT