

# **Town of Birnamwood**

## **Meeting Minutes**

### **January 9, 2024**

#### **Town Officers:**

Dave Brounacker	Chairperson	Dennis Knaak	Clerk
Rick Lettau	Supervisor I	Debbra Kessen	Treasurer
Kurt Olson Jr.	Supervisor II		

#### **Call meeting to order.**

Chairman Brounacker called the Regular Monthly Meeting of the Town Board to order at 6:00 pm. Rick Lettau moved and Olson seconded a motion to adopt the agenda, all ayes, motion carried.

#### **Deviate from posted agenda.**

Lettau moved, Olson seconded a motion to deviate from the posted agenda, all ayes, motion carried.

#### **Approve previous Board Meeting Minutes.**

Copies of the previous month's Regular Board Meeting Minutes were provided. The minutes were approved on a motion from Lettau and a second from Olson, all ayes, motion carried.

#### **Accept Treasurer's Financial Report.**

The Treasurer gave the following report: deposits of \$1,211.56, expenditures of \$28,417.82, checkbook balance of \$54,525.41, TSA (tax savings account) balance of \$379,286.25, Contingency CD \$5,260.85, Truck/Equipment CD \$45,961.70 and Housing Account balance \$2,424.81. Lettau moved and Olson seconded a motion to accept the Treasurers report, all ayes, motion carried.

#### **Approve payment of monthly bills.**

A motion for payment of monthly bills presented by the Clerk was approved on a motion from Lettau and seconded by Olson, all ayes, motion carried.

#### **Unfinished business.**

The Town Board entered into a contract with the Town of Wittenberg and Sydney Piper for Animal Control Services on a motion from Lettau and a second from Olson, all ayes, motion carried. The Board will continue to work on a Dog Lister Contract.

#### **New Business.**

The Board voted to post Meeting Notices and Agenda on the Town Web Site, at the Town Hall and Banner Bank Birnamwood rather than posting in the Northerner. The motion was made by Lettau and a second by Olson, all ayes, motion carried. Next Level Construction will be asked again to move their trusses stored on the snowplow turn around at the end of Trout Lane.

#### **Reports.**

#### **Adjournment**

Motion from Lettau and a second from Olson to adjourn, all ayes. Board meeting adjourned 7:15 pm.

Respectfully Submitted

# **Town of Birnamwood**

## **Meeting Minutes**

### **February 13, 2024**

#### **Town Officers:**

Dave Brounacker	Chairperson	Dennis Knaak	Clerk
Rick Lettau	Supervisor I	Debbra Kessen	Treasurer
Kurt Olson Jr.	Supervisor II		

#### **Call meeting to order.**

Chairman Brounacker called the Regular Monthly Meeting of the Town Board to order at 6:02 pm. Rick Lettau moved and Olson seconded a motion to adopt the agenda, all ayes, motion carried.

#### **Deviate from posted agenda.**

Lettau moved, Olson seconded a motion to deviate from the posted agenda, all ayes, motion carried.

#### **Approve previous Board Meeting Minutes.**

Copies of the previous month's Regular Board Meeting Minutes were provided. The minutes were approved on a motion from Lettau and a second from Olson, all ayes, motion carried.

#### **Accept Treasurer's Financial Report.**

The Treasurer gave the following report: deposits of \$280,175.75, expenditures of \$324,569.10, checkbook balance of \$8,066.09, TSA (tax savings account) balance of \$485,891.36, Contingency CD \$5,260.85, Truck/Equipment CD \$45,961.70 and Housing Account balance \$2,425.12. Lettau moved and Olson seconded a motion to accept the Treasurers report, all ayes, motion carried.

#### **Approve payment of monthly bills.**

A motion for payment of monthly bills presented by the Clerk was approved on a motion from Lettau and seconded by Olson, all ayes, motion carried.

#### **Unfinished business.**

The Town Board adopted Ordinance 2024-1 Land Division keeping the Town's two-acre lot size minimum to build a residence on a motion from Lettau and a second from Olson, all ayes, motion carried.

#### **New Business.**

The Board was provided with Steven Steinke's latest request. Chairman Brounacker requested by phone from the Towns Association information about posting signs on election day, copies of what he received by email were given to Town Supervisors, Town Treasurer, Town Clerk, County Clerk and Steven Steinke. He did not receive any new information about posting signs. The Board had no objections to Eric Reeder's request to build a Storage Facility/ Mini warehouse since zoning, other restrictions and setbacks were met and approved by County Planning and Development Department and the Town will wave holding a Public Hearing on the project. The Board filled out the application to attend virtual sessions from the Towns Association Board of Review training and Road Improvement program. The Board approved more brush cutting on a motion from Lettau and second from Olson, all ayes, motion carried

#### **Reports.**

Supervisor Lettau attended the BAES Meeting. Ambulance calls are being covered was reported at the Meeting.

#### **Adjournment**

Motion from Lettau and a second from Olson to adjourn, all ayes. Board meeting adjourned 7:40 pm.

Respectfully Submitted

# Town of Birnamwood

## Meeting Minutes

### March 12, 2024

#### **Town Officers:**

Dave Brounacker	Chairperson	Dennis Knaak	Clerk
Rick Lettau	Supervisor I	Debbra Kessen	Treasurer
Kurt Olson Jr.	Supervisor II		

Prior to the regular monthly meeting the Town Plan Commission which had reviewed the language in the In the Town's Comprehensive Plan recommended the Town stay with their minimum two-acre parcel requirement as stated in the Comprehensive Plan.

#### **Call meeting to order.**

Chairman Brounacker called the Regular Monthly Meeting of the Town Board to order at 6:10 pm. Lettau moved and Olson seconded a motion to adopt the agenda, all ayes, motion carried.

#### **Deviate from posted agenda.**

Lettau moved, Olson seconded a motion to deviate from the posted agenda, all ayes, motion carried.

#### **Approve previous Board Meeting Minutes.**

Copies of the previous month's Regular Board Meeting Minutes were provided. The minutes were approved on a motion from Lettau and a second from Olson, all ayes, motion carried.

#### **Accept Treasurer's Financial Report.**

The Treasurer gave the following report: deposits of \$321,060.47, expenditures of \$318,206.99, checkbook balance of \$14,257.70, TSA (tax savings account) balance of \$166,401.27, Contingency CD \$5,260.85, Truck/Equipment CD \$45,961.70 and Housing Account balance \$2,425.41. Lettau moved and Olson seconded a motion to accept the Treasurers report, all ayes, motion carried.

#### **Approve payment of monthly bills.**

A motion for payment of monthly bills presented by the Clerk was approved on a motion from Lettau and seconded by Olson, all ayes, motion carried.

#### **Unfinished business.**

The Board decided to stay with the Town's Comprehensive Plan and Ordinance 2024-1 Land Division keeping the Town's two-acre lot size minimum to build a residence on a motion from Lettau and a second from Olson, all ayes, motion carried.

#### **New Business.**

The Board decided posting of foreclosures will be found on the link to the Sheriff's web site found on the Town's web page. The Board passed Public Nuisances Declared Ordinance 2024-2 on a motion from Lettau and a second from Olson. All ayes, motion carried. This ordinance covers occupancy and/or habitation of a structure or vehicle not equipped or intended for such use. The Board directed the Clerk to post a quorum of the Town Board will meet for a ride around to determine roadwork needed.

#### **Reports.**

Reminder Spring Election April 2<sup>nd</sup>. Annual Meeting April 16 at 6:00 pm with regular meeting to follow.

#### **Adjournment**

Motion from Lettau and a second from Olson to adjourn, all ayes. Board meeting adjourned 7:00 pm.

Respectfully Submitted

# **Town of Birnamwood**

## **Meeting Minutes**

### **April 16, 2024**

#### **Town Officers:**

Dave Brounacker	Chairperson	Dennis Knaak	Clerk
Rick Lettau	Supervisor I	Debbra Kessen	Treasurer
Kurt Olson Jr.	Supervisor II		

#### **Call meeting to order.**

Chairman Brounacker called the Regular Monthly Meeting of the Town Board to order following the Annual Meeting at 6:30 pm.

Lettau moved and Olson seconded a motion to adopt the agenda, all ayes, motion carried.

#### **Deviate from posted agenda.**

Lettau moved, Olson seconded a motion to deviate from the posted agenda, all ayes, motion carried.

#### **Approve previous Board Meeting Minutes.**

Copies of the previous month's Regular Board Meeting Minutes were provided. The minutes were approved on a motion from Lettau and a second from Olson, all ayes, motion carried.

#### **Accept Treasurer's Financial Report.**

The Treasurer gave the following report: deposits of \$4.25, expenditures of \$6,675.69, checkbook balance of \$7,586.26, TSA (tax savings account) balance of \$166,441.27, Contingency CD \$5,260.85, Truck/Equipment CD \$46,420.06 and Housing Account balance \$2,425.71. Lettau moved and Olson seconded a motion to accept the Treasurers report, all ayes, motion carried.

#### **Approve payment of monthly bills.**

A motion for payment of monthly bills presented by the Clerk was approved on a motion from Lettau and seconded by Olson, all ayes, motion carried.

#### **Unfinished business.**

The Dog Lister failed to attend the meeting again for the board to meet her in person. Clerk will contact Town of Wittenberg Chairman Beversdorf to see if there is a conflict with our meeting dates.

#### **New Business.**

The Board Chairman handed out a 2024 Road Inspection Report from the March 18th ride around to determine roadwork needed. The Board will determine roadwork to be done from the report, cost of materials and labor. The Board determined the Town will keep the present procedure for licensing dogs with the necessity for proof of rabies vaccination as required by the State of Wisconsin.

#### **Reports.**

May 7<sup>th</sup> Open Book 4:00 pm. to 6:00 pm., Board of Review May 14<sup>th</sup> from 5:00 pm. to 7:00 pm. with the Regular Monthly Meeting to follow.

#### **Adjournment**

Motion from Lettau and a second from Olson to adjourn, all ayes. Board meeting adjourned 7:25 pm.

Respectfully Submitted

# **Town of Birnamwood**

## **Meeting Minutes**

### **May 14, 2024**

#### **Town Officers:**

Dave Brounacker	Chairperson	Dennis Knaak	Clerk
Rick Lettau	Supervisor I	Debbra Kessen	Treasurer
Kurt Olson Jr.	Supervisor II		

#### **Call meeting to order.**

Chairman Brounacker called the Regular Monthly Meeting of the Town Board to order at 7:00 pm. and opened with the Pledge of Allegiance.

#### **Adopt the Agenda**

Lettau moved and Olson seconded a motion to adopt the agenda, all ayes, motion carried.

#### **Deviate from posted agenda.**

Lettau moved, Olson seconded a motion to deviate from the posted agenda, all ayes, motion carried.

#### **Approve previous Board Meeting Minutes.**

Copies of the previous month's Regular Board Meeting Minutes were provided. The minutes were approved on a motion from Lettau and a second from Olson, all ayes, motion carried.

#### **Accept Treasurer's Financial Report.**

The Treasurer gave the following report: deposits of \$37,007.06, expenditures of \$32,580.68, checkbook balance of \$12,004.85, TSA (tax savings account) balance of \$166,856.27, Contingency CD \$5,260.85, Truck/Equipment CD \$46,420.06 and Housing Account balance \$2,426.01. Lettau moved and Olson seconded a motion to accept the Treasurer's report, all ayes, motion carried.

#### **Approve payment of monthly bills.**

A motion for payment of monthly bills presented by the Clerk was approved on a motion from Lettau and seconded by Olson, all ayes, motion carried.

#### **Unfinished business.**

Sydney Piper, the new Town Animal Control person, attended the meeting for the board to meet her in person and discussed Dog Lister duties.

#### **New Business.**

The Board discussed a contract from Struck & Irwin for possible 4 miles of slurry seal coat and payment options. The chairman will contact them to finalize distance and payment. The Board discussed possible purchase of material from Scott Construction again for areas of road repair. The Clerk presented two Conditional Use Permit applications from County Planning and Development Department for Joseph and Vicki Oboikovitz for establishing an open to the public Lavender Farm & Garden and establishment of a Private Reception Venue. Joe and Vicki attended the meeting and discussed their plans and provided pictures. The Board approved the two Conditional Use Permits on a motion from Lettau and a second from Olson, all ayes, motion carried.

#### **Reports.**

Chairman Brounacker reported on the Birnamwood Area Emergency Board meeting. The ambulance ordered in March of 2023 should be delivered in May of 2025. The Town's share of the cost will be approximately \$36,406.00

#### **Adjournment**

Motion from Lettau and a second from Olson to adjourn, all ayes. Board meeting adjourned 8:15 pm.

Respectfully Submitted

# **Town of Birnamwood**

## **Meeting Minutes**

### **June 11, 2024**

#### **Town Officers:**

Dave Brounacker	Chairperson	Dennis Knaak	Clerk
Rick Lettau	Supervisor I	Debbra Kessen	Treasurer
Kurt Olson Jr.	Supervisor II		

#### **Call meeting to order.**

Chairman Brounacker called the Regular Monthly Meeting of the Town Board to order at 7:00 pm. and opened with the Pledge of Allegiance.

#### **Adopt the Agenda**

Lettau moved and Olson seconded a motion to adopt the agenda, all ayes, motion carried.

#### **Deviate from posted agenda.**

Lettau moved, Olson seconded a motion to deviate from the posted agenda, all ayes, motion carried.

#### **Approve previous Board Meeting Minutes.**

Copies of the previous month's Regular Board Meeting Minutes were provided. The minutes were approved on a motion from Lettau and a second from Olson, all ayes, motion carried.

#### **Accept Treasurer's Financial Report.**

The Treasurer gave the following report: deposits of \$8,457.37, expenditures of \$11,500.32, checkbook balance of \$3,531.18, TSA (tax savings account) balance of \$159,307.68, Contingency CD \$5,366.36, Truck/Equipment CD \$46,420.06 and Housing Account balance \$2,426.32. Lettau moved and Olson seconded a motion to accept the Treasurer's report, all ayes, motion carried.

#### **Approve payment of monthly bills.**

A motion for payment of monthly bills presented by the Clerk was approved on a motion from Lettau and seconded by Olson, all ayes, motion carried.

#### **Unfinished business.**

#### **New Business.**

The Board voted to approve the application for Renewal Liquor License for Tangle Horn LLC on a motion from Lettau and a second from Olson. All ayes, motion carried. The Board looked at the Beverage Operator's License (Bartenders License) Applications submitted for approval and voted to approve the applications on a motion from Lettau and a second from Olson. All ayes, motion carried. The Clerk will make the necessary licenses and deliver them before June 30. The Treasurer presented a balance in the highway account still available for 2024. The Board discussed possible work and availability of possible contractors.

#### **Reports.**

#### **Adjournment**

Motion from Lettau and a second from Olson to adjourn, all ayes. Board meeting adjourned 7:50 pm.

Respectfully Submitted

# **Town of Birnamwood**

## **Meeting Minutes**

### **July 9, 2024**

#### **Town Officers:**

Dave Brounacker	Chairperson	Dennis Knaak	Clerk
Rick Lettau	Supervisor I	Debbra Kessen	Treasurer
Kurt Olson Jr.	Supervisor II		

#### **Call meeting to order.**

Chairman Brounacker called the Regular Monthly Meeting of the Town Board to order at 7:00 pm and opened with the Pledge of Allegiance.

#### **Adopt the Agenda**

Lettau moved and Olson seconded a motion to adopt the agenda, all ayes, motion carried.

#### **Deviate from posted agenda.**

Lettau moved, Olson seconded a motion to deviate from the posted agenda, all ayes, motion carried.

#### **Approve previous Board Meeting Minutes.**

Copies of the previous month's Regular Board Meeting Minutes were provided. The minutes were approved on a motion from Lettau and a second from Olson, all ayes, motion carried.

#### **Accept Treasurer's Financial Report.**

The Treasurer gave the following report: deposits of \$26,115.41, expenditures of \$19,664.25, checkbook balance of \$13,016.97, TSA (tax savings account) balance of \$134,307.68, Contingency CD \$5,366.36, Truck/Equipment CD \$46,888.08 and Housing Account balance \$2,426.62. Lettau moved and Olson seconded a motion to accept the Treasurer's report, all ayes, motion carried.

#### **Approve payment of monthly bills.**

A motion for payment of monthly bills presented by the Clerk was approved on a motion from Lettau and seconded by Olson, all ayes, motion carried.

#### **Unfinished business.**

#### **New Business.**

Due to the Tuesday August 13 Partisan Primary Election the Board voted to approve moving the next Town Board Meeting to Wednesday, August 14, 2024 at 7:00 pm, on a motion from Lettau and a second from Olson. All ayes, motion carried. The Board discussed prices received from vendors for materials, grader patching and other road work and will finalize plans after discussing availability of vendors. Patching roads will continue.

#### **Reports.**

#### **Adjournment**

Motion from Lettau and a second from Olson to adjourn, all ayes. Board meeting adjourned 7:55 pm.

Respectfully Submitted

# **Town of Birnamwood**

## **Meeting Minutes**

### **August 14, 2024**

#### **Town Officers:**

Dave Brounacker	Chairperson	Dennis Knaak	Clerk
Rick Lettau	Supervisor I	Debbra Kessen	Treasurer
Kurt Olson Jr.	Supervisor II		

#### **Call meeting to order.**

Chairman Brounacker called the Regular Monthly Meeting of the Town Board to order at 7:00 pm. and opened with the Pledge of Allegiance, Rick Lettau was excused.

#### **Adopt the Agenda**

Olson moved and Brounacker seconded a motion to adopt the agenda, all ayes, motion carried.

#### **Deviate from posted agenda.**

Olson moved, Brounacker seconded a motion to deviate from the posted agenda, all ayes, motion carried.

#### **Approve previous Board Meeting Minutes.**

Copies of the previous month's Regular Board Meeting Minutes were provided. The minutes were approved on a motion from Olson and a second from Brounacker, all ayes, motion carried.

#### **Accept Treasurer's Financial Report.**

The Treasurer gave the following report: deposits of \$47,389.76, expenditures of \$13,387.99, checkbook balance of \$46,769.00, TSA (tax savings account) balance of \$134,312.68, Contingency CD \$5,366.36, Truck/Equipment CD \$46,888.08 and Housing Account balance \$2,426.93. Olson moved and Brounacker seconded a motion to accept the Treasurer's report, all ayes, motion carried.

#### **Approve payment of monthly bills.**

A motion for payment of monthly bills presented by the Clerk was approved on a motion from Olson and seconded by Brounacker, all ayes, motion carried.

#### **Unfinished business.**

#### **New Business.**

The Board voted to approve a 2.78 acre parcel split from a 40 acre parcel owned by Matsche's on Riverview Road by a motion from Olson and a second from Brounacker. All ayes, motion carried. The Board discussed grader patching to begin the week of August 18<sup>th</sup> and other road work plans to be arranged with venders. Patching roads will continue. Looking toward 2025, the Board had no need for new town equipment items or plans to change wages or salaries.

#### **Reports.**

#### **Adjournment**

Motion from Olson and a second from Brounacker to adjourn, all ayes. Board meeting adjourned 7:55 pm.

Respectfully Submitted



# **Town of Birnamwood**

## **Meeting Minutes**

### **September 10, 2024**

#### **Town Officers:**

Dave Brounacker	Chairperson	Dennis Knaak	Clerk
Rick Lettau	Supervisor I	Debbra Kessen	Treasurer
Kurt Olson Jr.	Supervisor II		

#### **Call meeting to order.**

Chairman Brounacker called the Regular Monthly Meeting of the Town Board to order at 7:00 pm. and opened with the Pledge of Allegiance, Rick Lettau was excused.

#### **Adopt the Agenda**

Olson moved and Brounacker seconded a motion to adopt the agenda, all ayes, motion carried.

#### **Deviate from posted agenda.**

Olson moved, Brounacker seconded a motion to deviate from the posted agenda, all ayes, motion carried.

#### **Approve previous Board Meeting Minutes.**

Copies of the previous month's Regular Board Meeting Minutes were provided. The minutes were approved on a motion from Olson and a second from Brounacker, all ayes, motion carried.

#### **Accept Treasurer's Financial Report.**

The Treasurer gave the following report: deposits of \$42,310.01, expenditures of \$9,701.14, checkbook balance of \$78,793.94, TSA (tax savings account) balance of \$134,451.95, Contingency CD \$5,366.36, Truck/Equipment CD \$46,888.08 and Housing Account balance \$2,427.24. Olson moved and Brounacker seconded a motion to accept the Treasurer's report, all ayes, motion carried.

#### **Approve payment of monthly bills.**

A motion for payment of monthly bills presented by the Clerk was approved on a motion from Olson and seconded by Brounacker, all ayes, motion carried.

#### **Unfinished business.**

#### **New Business.**

The Board voted to approve a Discontinuation of a Public Easement as described in Document Number 460892, that is no longer needed by landowner Mike Peters, by a motion from Olson and a second from Brounacker. All ayes, motion carried. Mr. Peters was at the meeting to explain the Certified Map and Document required. The Town Clerk will attend the Wisconsin Towns Workshop in person and the Treasurer will attend virtual Webinars September 23<sup>rd</sup> thru 26<sup>th</sup>. The Board discussed grader patching and stated Struck & Irwin will start Micro Surfacing the week of September 16<sup>th</sup> and other road work plans to be arranged with vendors. Patching roads will continue. Looking toward 2025, the Board had no plans for new town equipment or changing wages or salaries.

#### **Reports.**

#### **Adjournment**

Motion from Olson and a second from Brounacker to adjourn, all ayes. Board meeting adjourned 7:55 pm.

Respectfully Submitted

# **Town of Birnamwood**

## **Meeting Minutes**

### **October 8, 2024**

#### **Town Officers:**

Dave Brounacker	Chairperson	Dennis Knaak	Clerk
Rick Lettau	Supervisor I	Debbra Kessen	Treasurer
Kurt Olson Jr.	Supervisor II		

#### **Call meeting to order.**

Chairman Brounacker called the Regular Monthly Meeting of the Town Board to order at 7:00 pm. and opened with the Pledge of Allegiance.

#### **Adopt the Agenda**

Lettau moved and Olson seconded a motion to adopt the agenda, all ayes, motion carried.

#### **Deviate from posted agenda.**

Lettau moved, Olson seconded a motion to deviate from the posted agenda, all ayes, motion carried.

#### **Approve previous Board Meeting Minutes.**

Copies of the previous month's Regular Board Meeting Minutes were provided. The minutes were approved on a motion from Lettau and a second from Olson, all ayes, motion carried.

#### **Accept Treasurer's Financial Report.**

The Treasurer gave the following report: deposits of \$142.50, expenditures of \$13,765.84, checkbook balance of \$66,290.57, TSA (tax savings account) balance of \$134,665.95, Contingency CD \$5,366.36, Truck/Equipment CD \$47,360.81 and Housing Account balance \$2,427.54. Lettau moved and Olson seconded a motion to accept the Treasurer's report, all ayes, motion carried.

#### **Approve payment of monthly bills.**

A motion for payment of monthly bills presented by the Clerk was approved on a motion from Lettau and seconded by Olson, all ayes, motion carried.

#### **Unfinished business.**

#### **New Business.**

Some residents attended the meeting to speak about the condition of North Branch and Cranberry Roads and the material used to prep the roads for surfacing. The Board is hoping to cover these roads yet this Fall dependent on the availability of vendors. A Buried Drop Permit for Town Right of Way was requested by Pierce Services for Frontier Communications, which is located in front of the property of Jason and Stacey Beran on Field Street. The Board approved on a motion from Lettau and a second from Olson. All ayes, motion carried. The Board will wait for more information on Ho Chunk lighting to cross Robin Road. The Board voted to approve paying Struck & Irwin \$82,700.00 on account for Micro Surfacing on Maplewood and Bluebird Roads.

#### **Reports.**

The Clerk reported on preliminary price increases for assessor due to revaluation, landfill tipping fee and hauling garbage/recycling to the 2025 budget.

#### **Adjournment**

Motion from Lettau and a second from Olson to adjourn, all ayes. Board meeting adjourned 8:15 pm.

Respectfully Submitted

# **Annual Town of Birnamwood Budget Hearing & Special Town Meeting November 12, 2024**

Chairman Brounacker called the Budget Hearing to order at 6:00 pm in the Birnamwood Town Hall. The proposed 2025 Town Budget was presented by the Clerk and Treasurer and discussed by the Town Board and the residents in attendance. Rick Lettau moved and Kurt Olson Jr. seconded a motion to close the Hearing. All ayes, motion carried.

Chairperson Brounacker called the Special Town Meeting to order at 6:20 pm. Lettau made a motion seconded by Olson to adopt the 2024 tax levy at \$127,874.00 to be collected in 2025. All ayes, motion carried. Lettau made a motion to close the Special Town Meeting seconded by Olson. All ayes, motion carried. Meeting closed at 6:25 pm.

## **Town of Birnamwood Regular Monthly Meeting November 14, 2023**

### **Town Officers:**

Dave Brounacker	Chairperson	Dennis Knaak	Clerk
Rick Lettau	Supervisor I	Debbra Kessen	Treasurer
Kurt Olson Jr.	Supervisor II		

### **Call meeting to order.**

Chairman Brounacker called the Regular Monthly Meeting of the Birnamwood Town Board to order at 6:25 pm. at the Birnamwood Town Hall and opened with the Pledge of Allegiance.

### **Adopt agenda.**

Lettau moved and Olson seconded a motion to adopt the agenda, all ayes, motion carried.

### **Deviate from posted agenda.**

Lettau moved, Olson seconded a motion to deviate from the posted agenda, all ayes, motion carried.

### **Approve previous Board Meeting Minutes.**

Copies of the previous month's Regular Board Meeting Minutes were provided and approved on a motion from Lettau and a second from Olson, all ayes, motion carried.

### **Accept Treasurer's Financial Report.**

The Treasurer gave the following report: deposits of \$44,557.62, expenditures of \$95,078.59, checkbook balance of \$14,232.30, TSA (tax savings account) balance of \$120,251.13, Contingency CD \$5,366.36, Truck/Equipment CD \$47,360.81 and Housing Account balance \$2,427.85.

Lettau moved and Olson seconded a motion to accept the Treasurers Report, all ayes, motion carried.

### **Approve payment of monthly bills.**

A motion for payment of monthly bills, presented by the Clerk, was approved on a motion from Lettau and a second from Olson, all ayes, motion carried.

### **Unfinished business.**

Bill Tandetzke was not in attendance to discuss a road name change.

**New business.**

The Board decided not to make any change in current weight limits on Town Roads. The Chairman will contact the Wisconsin Towns Association about possible Town Liability when people clean up the brush cut along Town Roads and will be placed on the December agenda.

**Reports.**

The Chairman reported on the latest Birnamwood Area Emergency Service meeting and the Town's share of approximately \$36,000.00 for the new ambulance is due in April. The Clerk informed the Board the Town Caucus to nominate residents for Town Offices must be scheduled in December to be held in January 2025. Tentative Caucus date will be January 14, 2025 at 6:00 pm.

**Adjournment.**

Motion by Lettau, second by Olson to adjourn, all ayes, meeting adjourned at 8:20 pm.

Respectfully Submitted,

# **Town of Birnamwood**

## **Meeting Minutes**

### **December 10, 2024**

#### **Town Officers:**

Dave Brounacker	Chairperson	Dennis Knaak	Clerk
Rick Lettau	Supervisor I	Debbra Kessen	Treasurer
Kurt Olson Jr.	Supervisor II		

#### **Call meeting to order.**

Chairman Brounacker called the Regular Monthly Meeting of the Town Board to order at 6:00 pm. and opened with the Pledge of Allegiance.

#### **Adopt the Agenda**

Lettau moved and Olson seconded a motion to adopt the agenda, all ayes, motion carried.

#### **Deviate from posted agenda.**

Lettau moved, Olson seconded a motion to deviate from the posted agenda, all ayes, motion carried.

#### **Approve previous Board Meeting Minutes.**

Copies of the previous month's Regular Board Meeting Minutes were provided. The minutes were approved on a motion from Lettau and a second from Olson, all ayes, motion carried.

#### **Accept Treasurer's Financial Report.**

The Treasurer gave the following report: deposits of \$146,094.38, expenditures of \$77,618.08, checkbook balance of \$85,478.87, TSA (tax savings account) balance of \$50,251.13, Contingency CD \$5,366.36, Truck/Equipment CD \$47,360.81 and Housing Account balance \$2,428.15. Lettau moved and Olson seconded a motion to accept the Treasurer's report, all ayes, motion carried.

#### **Approve payment of monthly bills.**

A motion for payment of monthly bills presented by the Clerk was approved on a motion from Lettau and seconded by Olson, all ayes, motion carried.

#### **Unfinished business.**

Bill Tandetzke did not Attend the meeting.

#### **New Business.**

The Board scheduled the Town Caucus for January 14, 2025 at 6:00 pm on a motion from Lettau and a second from Olson. All ayes, motion carried. The Caucus is where Town residents will nominate residents to appear on the ballot for Town Offices at the April 1, Spring Election. The Board learned the wood cut along Town Roads in the Town Right of Way belongs to the landowner only, there is no time limit for the landowner to do something with the wood. The Board approved on a motion from Lettau and a second from Olson to transfer Excess Revenues from General Government, Public Safety and 2023 Excess Fund balances to the Highway and Street Maintenance Fund. All ayes, motion carried. The Board gave the ok for Ho Chunk lighting to cross Robin Road with the condition of the road restored to normal.

#### **Reports.**

#### **Adjournment**

Motion from Lettau and a second from Olson to adjourn, all ayes. Board meeting adjourned 6:40 pm.

Respectfully Submitted