



**MINUTES FROM MONTHLY BOARD MEETING  
POY SIPPI FIRE DEPARTMENT- TUSTIN STATION  
TUESDAY, APRIL 16, 2024**

**1. Call to Order**

The meeting was called to order at 7:00pm by Chairman Stuebs.

**2. Pledge of Allegiance**

**3. Roll Call / Verification of public notice of meeting**

Present: Chairman Mark Stuebs, Supervisors Randy Riese and Delmar Behm, Clerk Amy Smith and Treasurer Beth Buchholtz. Audience: Eric Smith, Kevin Lipke, Don Dretske and Steve Anderson.

**4. Approval of items on the agenda**

The agenda was approved, as posted with a motion made by Supervisor Behm and second by Supervisor Riese.

**5. Approval of March 5, 2024 regular board meeting and special meeting 3/19 & 4/4 minutes**

A motion was made by Supervisor Riese/second Supervisor Behm to approve the minutes. Motion carried 3-0.

**6. Treasurer's report**

The March treasurer's report was given. There were two credits in March in the amount of \$210.00 and eleven debits totaling \$8,083.54, with an ending balance \$162,943.71 per the bank statement. As of 3/29/2024, the Supersaver account has a balance of \$112,821.14 reflecting \$147.53 of interest in March. Supervisor Behm made a motion to accept the treasurer's report, Supervisor Riese second; motion carried 3-0.

**7. Approval of bills presented for payment**

Clerk Smith read the list of bills due for March, reflecting \$13,953.11 being disbursed, includes payroll for April 4<sup>th</sup> Spring Election. A motion was made by Supervisor Riese/second Supervisor Behm to approve paying the bills.

**8. Board Reports**

- a. Supervisor Riese stated that a fire sign is incorrect, the new build on the corner of Hwy H before Pony Creek (W661) should be Town of Poy Sippi. Chairman Stuebs will contact the county for a new fire sign. The stop sign at Alp and 37<sup>th</sup> is wooden and should be replaced. Resident, Dale Tietz, has concern about vehicles being parked too close to the road on County M at the intersection of 31<sup>st</sup> as it impairs vision on oncoming traffic. Chairman Stuebs will talk to the owner. The boat landing in Tustin has been smoothed out for now as spring maintenance and the board will get a quote from Radtke's for a semi-permanent fix. Diggers hotline as been out to mark areas for ditching to be completed on Archer Ave and 36<sup>th</sup> Drive (nothing marked as telephone is on east side, will double check). As a reminder for mail box maintenance regarding heavy snow, unless the plow touches the mailbox, the resident is required to reinstall a mailbox that goes down while plowing snow.

## 9. Clerk Report

- a. **Election Update**- Clerk Smith shared that there was approximately 24% turnout for the Spring Election. She will be updating the website with some information regarding Badgerbooks coming to the town for all future elections and while it looks different, the concept is exactly the same. Badgerbooks are an electronic poll book vs a paper poll book.
- b. **Open Book and BOR dates**- Open book will be held here at the fire station in person on April 22<sup>nd</sup> from 3p-5p with Tony Roble from Associated Appraisal. Board of Review will be Tuesday, May 7<sup>th</sup> from 4p-6p at the fire station (prior to the regular town meeting).

## 10. Correspondence

**Request to hold license**- Clerk Smith shared an email from a wholesale distributor asking the town to hold a license renewal until the establishment pays the past due bill from September of 2023. Clerk Smith has been advised from Kurt Goodreau (WI DOR rep) that the wholesaler needs to provide correct form for the license to be held {Statute 125.33 (7) (b)} however most invoices are paid as the renewal date approaches.

**Fire Dept Contract**- The board signed the annual contract as provided via email this week. A reminder letter will accompany check and contract back to the department asking for an annual financial statement as agreed upon commencing in 2014.

**Shed on Berkans**- The board discussed an email received questioning a future shed being built south of parcel 004-00432-0131. The lot would need to be purchased and split. After board discussion, the board has agreed to allow the purchase of property for the purpose of building the shed. As zoning has indicated, the purchased portion would need to be added to current parcel, as the lot would not be large enough to be stand alone. As part of the three-step process, this would require approval from the Zoning Committee, the County board and Town board for the build to be approved.

## 11. County Supervisor

None.

## 12. Organization Reports

None.

## 13. New Business

- a. **Discuss/Approve engineer agreement from M&E for bridge project**- Chairman Stuebs gave an overview of the agreement. The board approved and signed the agreement for engineering on Aspen Ave. Clerk Smith will submit signed copy via email. Supervisor Riese made a motion and Supervisor Behm second. Motion carried 3-0.
- b. **Discussion for securing a loan for bridge project**- Chairman Stuebs gave information regarding BCPL (Board of Commissioners for Public Land) as an entity to work with for a loan. The town has worked with them in the past and feels comfortable with the k knowledge and service they provide. Clerk Smith will reach out to them regarding what the town's plan is for the funding.
- c. **CD Funds**- As stated in previous minutes, the board has approved to not fund the CD this year and has now approved to pull \$130k from the CD as it matures in May. Clerk Smith will provide an amended budget resolution these funds at the May meeting. Supervisor Behm made a motion to pull money out of the certificate of deposit, Supervisor Riese second. Motion carried 3-0.

## 14. Old Business

## 15. Public comments from attendees

## 16. Adjournment

There being no other business to conduct, a motion to adjourn was made by Supervisor Riese/second by Supervisor Behm. Meeting adjourned at 7:50pm.

Respectfully submitted,

*Amy Smith*

Amy L. Smith, Clerk