



**MINUTES FROM MONTHLY BOARD MEETING
POY SIPPI FIRE DEPARTMENT- TUSTIN STATION
TUESDAY, MAY 6, 2025**

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, Supervisor Randy Riese, Supervisor Eric Smith, Treasurer Beth Buchholtz and Clerk Amy Smith. Attendees included: Kevin Lipke, Jim Olson, Don Dretske, Debbie Olson, Dave Fritch, Brian Petite and Gloria Kmiec.

4. Approval of items on the agenda

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

5. Approval of April 15, 2025 regular board meeting

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

6. Treasurer's report

The April treasurer's report was given. There were four credits in April in the amount of \$37,168.09 and eleven debits totaling \$16,795.78, with an ending balance \$305,193.78 per the bank statement. Supervisor Riese made a motion to accept the treasurer's report, Supervisor Smith second; motion carried 3-0.

7. Approval of bills presented for payment

Clerk Smith read the May bills due for payment for the month, reflecting \$69,658.81 being disbursed. A motion was made by Supervisor Smith/second Supervisor Riese to approve paying the bills. Motion carried 3-0.

8. Board Reports

Supervisor Riese reported the stop sign is missing on Archer Ave and 31st Ct. Possible culvert work needed on Apache Ave at Apache Dr, near Bob Winters residence.

Chairman Stuebs said Mark Kasuboski inquired about replacing a culvert(s) on his property and owners' expense and is allowed to do so.

There is damage to 34th Ave possibly caused by a hitch being dragged.

The road work on 31st Ave will be done next week, including shouldering the new asphalt.

Dean Anderson is the new highway commissioner for Waushara County.

The dock was put in Lake Poygan last week by Radtke's.

9. Clerk Report

Clerk Smith gave a reminder that BOR will be held May 20th from 4-6pm in person at the fire station in Tustin.

There was some discussion about money being transferred to the CD as it matures this month. The budgeted \$5,000 will be transferred during the renewal window for the best rate.

Phone call was received by someone looking to see if the town had additional liquor licenses available and if so, would they be willing to issue one to him (nonresident/outside municipality). Clerk Smith has been in discussion with others to see if this is allowed but advised the board of possible impacts down the road. The board is unanimously against issuing outside the town for many reasons.

10. Correspondence

Clerk Smith and Chairman Stuebs signed the Certificate of Indebtedness for BCPL. After receipt, BCPL will forward payment schedule. Funds to be deposited on June 2, 2025.

11. County Supervisor

None.

12. Organization Reports

PSFD- Brian Petie gave a report of 25 fires this year so far, most grass fires and 69 rescue calls in 4 months, much more than last year. PSFD will be at the WTA unit meeting May 27th.

WBFD- Dave Fritch reported they've responded to 15 fires so far this year vs 20 last year.

Both departments gave annual reports to the board for their review and annual contract checks were disbursed.

13. New Business

- a. **Town Attorney-** The board officially approved Town Council and Litigation, Attorney Richard Carlson, to be the town's attorney as needed. Supervisor Riese made a motion to approve, second by Supervisor Smith. 3-0.
- b. **Fire Dept Contracts-** Board members reviewed and signed contracts for the upcoming year.

14. Old Business

- a. **Public Way Discontinuance update-** Clerk Smith reported that Attorney Carlson will get the recorded copy to the board soon and then draft new deeds for the parcels of land back to property owners.
- b. **Aspen Ave. update-** Nothing new to report. Project will start early July.

15. Public Comments from attendees

Jim Olson inquired about a new driveway. Supervisor Riese will stop by and approve location. Brian Petite inquired about new businesses coming to the town and who informs them. As fire chief he needs to inspect them. The board believes the county would be first to know and notify as they would need permits, etc. Brian started there as well and they said the town/municipality would be first.

16. Adjournment

There being no other business to conduct, a motion to adjourn was made by Supervisor Riese/second by Supervisor Smith. Meeting adjourned at 7:53pm.

Respectfully submitted,

A handwritten signature in cursive script that reads "Amy Smith".

Amy Smith, Clerk