

**TOWN OF BLACK BROOK  
BOARD OF SUPERVISORS MEETING  
MARCH 21, 2024**

The meeting was called to order at 7:00 pm by Chairman, Erik Henningsgard. Supervisor I, Jake Macholl; Supervisor II, Matt Belle Isle; Treasurer, Darcy Lorsung; and Clerk, Janel Belle Isle were also present.

There were 11 residents in attendance.

The meeting began by reciting the Pledge of Allegiance.

Reading of the meeting notices, pursuant to Wisconsin Stats.19.83 was made by the Chairman.

**AGENDA:**

Erik entertained a motion to approve the agenda. **Motion by Matt, second by Jake to approve the agenda. Motion carried, 3 yes.**

**MINUTES:**

Erik entertained a motion to approve the minutes from the February 2024 meeting. **Motion by Jake, second by Matt to approve the minutes from the February meeting. Motion carried, 3 yes.**

**VOUCHERS & BILLS:**

Erik entertained a motion to approve the vouchers and pay the bills. **Motion by Jake, second by Matt to approve the vouchers and pay the bills. Motion carried, 3 yes.**

**CLERK'S REPORT:**

Our next election will be on the 2<sup>nd</sup> of April; preparing for that. I'm working on the 2023 financial report and will have it ready for the annual meeting in April. I signed up for a training course in early April that will cover recording town financials and completing the annual Form CT with the Department of Revenue. I'm also going to sign up to be a member of the Wisconsin Municipal Clerk's Association to broaden my resources in all areas of my position.

**TREASURER'S REPORT:** Collecting taxes is done. December end of month balance in general checking was \$4626.81, business savings balance was \$32.89, Money Market -03 was 100,018.54, Money Market -13 is \$105,349.98. Earned over \$1100.00 in interest using this savings account to store tax dollars in until they were paid out. The loan is set up officially and payoff is \$279,907.75 as of today. Still working on dog licenses.

**SUPERVISORS' REPORTS:**

**Matt:** Continuing to monitor dumpster costs vs what's collected on garbage days. Resident called him and wanted a burn permit. Erik also received the call from the same. Discussion on burn permit protocol. Resident calls, if no current bans by DNR or a local FD, allowed to burn but they must call county dispatch to make them aware. No physical permits issued.

**Jake:** Amery is holding off on a new fire truck, they are looking at a used one instead. Same resident as above contacted him regarding a burn permit. Received a call from a resident regarding the clerk/treasurer question that will be on the ballot next month.

**ROADS REPORT:** Cutting and helping Clear Lake cut trees in return for their help of the same. MSHA training today. Getting ready for snow again.

**CHIEF'S REPORT:** Fielded a dog-at-large issue, citation issued. Complaint of speeding motorcycles on 95<sup>th</sup> St. Patrolling 75<sup>th</sup> Street near 50<sup>th</sup> Ave. April 11 will be Chief Strobusch's last day with the village, as he took a position with the State of Wisconsin. The Clear Lake Village Police Department will continue to fulfill their contract with the Town. Village of Clear Lake will post the position and begin the hiring process. Congratulations and thanks were given.

**ANIMAL REPORT:** None

**CHAIRMAN'S REPORT:** Completed the Board of Review training online.

After the grant money was applied to the amount we borrowed from Westconsin Credit Union for 60<sup>th</sup> Avenue, we closed on the loan of the remaining amount. Terms are 4.5% for 9 years with the first payment due in September. Town can pay early with no penalty. Question and discussion on our portion of the future new or used Amery firetruck.

**PLAN COMMISSION REPORT:** Item is on the agenda.

**PUBLIC COMMENTS:** None

**OLD BUSINESS:**

1. None

**NEW BUSINESS:**

1. **CSM for Friendshuh:** Plan commission reviewed a 5-acre subdivision of a 40-acre parcel and recommended approval based on meeting requirements of the ordinances. **Motion by Jake, second by Matt to approve the CSM as presented. Motion carried, 3 yes.**
2. **Driveway location for 857 20<sup>th</sup> Ave:** A driveway permit was issued and work began. Chairman got a call and email from neighbors concerned about the location of it. He met with them onsite. He then met with Scott Lee, who is putting the driveway in, and they agreed there is not the required 450 sight distance to the west. Erik then met with the owner, who wants to keep it in same location and wants to clear his trees and reduce the hill to see west far enough to be in compliance with the ordinance. Residents are still concerned about the safety of that section of road. Suggestions were made to add a reduced speed sign; a curve sign; a hidden driveway sign; moving the mailbox to opposite side of the road; and ensuring the right-of-way is kept clear. The Town can do some of these things to improve road safety, and its role is to govern within the ordinances. The Town did issue a permit to a location that is currently non-compliant, but with the work of the landowner to make the sight distance compliant with the ordinance, there is no reason to object to its location as permitted. **Motion by Erik, second by Matt to stand by the location of the driveway permit as issued, with the condition that the site distance to the west be obtained to at least 450 feet. Motion carried, 3 yes.**

3. **Fahrner regarding last year's unfinished crackfill:** Fahrner did not get to every road that we contracted them for in 2023. Unfinished roads were 100th, 120th and 95<sup>th</sup>, for a total of \$6721.40. **Motion by Erik, second by Jake to let Fahrner finish those roads this Spring for the above specified amount. Motion carried, 3 yes.**
  
4. **Set date of Annual Meeting:** Wisconsin Towns are required to have their annual meeting on the third Tuesday of April or within 10 days of it. The third Tuesday is the 16<sup>th</sup>. The regularly scheduled board meeting is Thursday the 18<sup>th</sup>. Discussion regarding dates. **Motion by Erik, second by Matt to schedule the annual board meeting for April 18<sup>th</sup> at 6:00 pm with the board meeting to follow immediately. Motion carried, 3 yes.**
  
5. **Driveway Letter to EMS:** Due to complaints regarding driveways that are overgrown and encroaching on space needed to access them with emergency vehicles, Matt is suggesting the help of our EMS via a letter to ask their help in reporting these addresses to the Town as they see them so we can reach out to the owners. Discussion with suggestions to also send an informative postcard to all households; include information in the tax mailers; post to website. Board will consider all. Discussion on enforceability of ordinances. Matt will draft letter, Board will consider all, and bring to next month's agenda.
  
6. **Town hall and Shop-Adhoc committee:** Had a meeting recently, Dale Wood is chairman. Berghammer came out and looked at our shed and hall and gave recommendations. Concerned about the shed, they do not suggest repairs, but replacement. Suggested repairs to the hall. Talked about code compliance with upgrades or repairs. Do we build a new shed here, is there enough room to operate effectively here? Do we operate the Hall here and build a shed elsewhere? Some members went to look at a few different shops to gather information on the space that is needed. We can't fit all the equipment in our shed as it sits. Town must be realistic and operate within its means. Can't afford a new shop on our current budget. No decisions have been made; information collection will continue.
  
7. **Update Emergency Operations Plan:** Last updated in 2015. Erik started to update the names and numbers. Erik will work on it and send to Lisa McMahon for review.

Board scheduled the annual road review for Thursday, April 11<sup>th</sup> at 4:30pm.

**Motion by Erik, second by Jake to adjourn the meeting. Motion carried, 3 yes.**

**Meeting adjourned at 8:35 pm.**

**Respectfully submitted and posted by:**

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**Erik Henningsgard, Chairman**

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**Janel Belle Isle, Clerk**