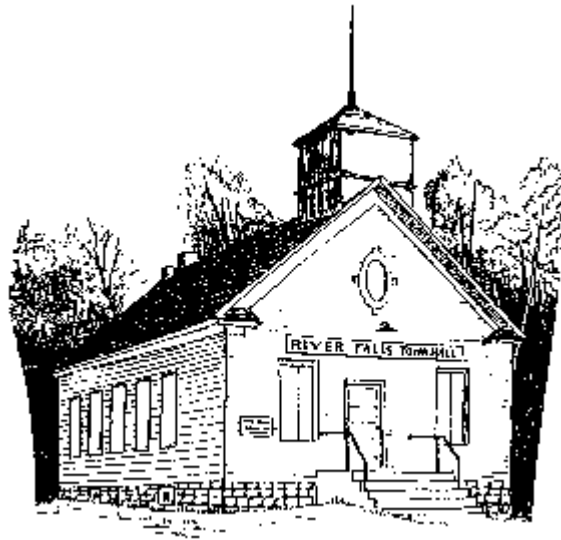


Town of River Falls Town Board

9/21/2026 Meeting Materials



TOWN OF RIVER FALLS

The following River Falls Town Meetings will meet on Monday, September 21, 2026, beginning at 6:00 P.M. at the River Falls Town Hall, W9015 770th Ave.

6:00 P.M. – Plan Commission Agenda: Minutes from 9/8/26 Plan Commission Meeting; Reschedule November 2, 2026 Meeting; Zoning Administrator Report; Review And Discuss Conditional Use Permits; Review Proposed Changes to Town Code Chapter 1 – General Government; Updates from Plan Commission Sub-Committees; Comments & Requests; Future Agenda Items; A quorum of Town Board members may be present.

7:00 P.M. – Town Board

Call to order

Consider for approval or other action:

1. Approve Agenda
2. Minutes from August 17, 2026, Regular Board Meeting
3. Financial/Fire Call Report
4. Public Comments and Requests
5. Zoning Administrator Report
6. Plan Commission Report
7. Short Presentation on Annexation and Boundary Agreement Basics
8. Select Quote for Shop Insulation
9. Schedule Employee Review Sessions
10. Approve Recycling Grant
11. Review Burn Permit Form and Process
12. Consider Clerk/Treasurer Appointed or Elected Transition
13. Discuss and Take Action on Plans for Improvements at the Town Hall
14. Discuss Plans for Town Hall 125th Celebration
15. Discuss Moratorium on Hyperscale Projects in the Town
16. Board and Staff Communications
17. Audit and Pay Bills
18. Future Agenda Items
19. Adjourn

Action may be taken on any agenda item. This agenda is subject to change. Some agenda items may be taken up earlier in the meeting, or in a different order than listed. The posted notice at the Town Hall is the primary notice. Meeting notice posted on the Town's website www.riverfallstown.com, and at the River Falls Town Hall, W9015 770th Avenue, River Falls, WI. Anyone wishing to attend the meeting who requires special accommodation because of a disability should contact the Clerk's office, at 715-629-8240 or email clerk@riverfallstown.com, at least 72 hours before the meeting begins so that appropriate accommodations can be made.

Sarah Meyer, Clerk

TOWN OF RIVER FALLS – REGULAR BOARD MEETING
Tuesday, September 8, 2026, River Falls Town Hall

The meeting was called to order by Chair Terry Kusilek at 7:09pm. Elected officials and staff present: Terry Kusilek, Chair; Mary Foster, Siri Smith, Jerome Rodewald; Supervisors; Rita Kozak, Treasurer; Sarah Meyer, Clerk; Don Rodewald, Zoning Administrator; Guests present: Victoria Rader, Wendy DiPeso, Mary Merta, Jason Passafaro, Nathan Rahn, Jody Rahn

Joe made a motion to approve the agenda as posted. Mary seconded. M.C.

Jerome moved to approve the minutes of the August 17, 2026, Regular Board meeting. Siri seconded. M.C.

Financial Report/Fire Call Report: Treasurer Rita provided the Treasurer's Report. The current available balance is \$652,332.76. Joe moved, and Mary seconded to approve the financial and fire call reports. M.C.

Public Comments & Requests: none

Zoning Administrator Report: Zoning Administrator Don Rodewald provided the zoning report (attached). Mary made a motion to accept the Zoning Administrator's report. Joe seconded. M.C.

Plan Commission Report: Plan Commission recommends that the easement project to town attorney Bob Loberg to research the easement and give the town advice on how to proceed. Siri moved to send the existing easement to town attorney Bob Loberg for review, Mary seconded. M.C.

Discuss and Take Action on Schaar Property Clean Up at N8057 920th St: Terry reported that he stopped by the property to check in on the property today. Terry stated that he did not think that anything had changed since his last visit and no further action is needed at this time.

Short Presentation on Annexation Basics: Postponed to September 21, 2026, meeting

Discuss and Take Action on Contract for Town Assessment Services: Siri moved to sign a three-year contract with Associated Appraisal for a market update and maintenance assessment services. Mary seconded the motion. M.C.

Reschedule November 2, 2026, Meeting: Mary moved and Siri seconded to move the November 2, 2026, regular board meeting to November 9 at 7pm. M.C.

Consider Clerk/Treasurer Appointed or Elected Transition: The committee will meet on September 10 to continue discussion.

Discuss and Take Action on Plans for Improvements at the Town Hall: Ramp work on the side of the building has begun. Terry will work on hanging the United States and Wisconsin flags on the wall. Katie Pata and her family volunteered to refurbish the sign at the town hall.

Discuss Plans for Town Hall 125th Celebration: Rita and Sarah continue working on plans for the celebration.

Discuss Moratorium on Hyperscale Projects in the Town: Jerome and Don have reviewed what the Code Review Committee has updated in Chapter 17. They will also look at what the county and state is putting together.

Review Burn Permit Form and Process: Tabled to September 8, 2026, meeting.

Board and Staff Communications: Terry has ordered four signs to display on 830th Ave and 850th Ave for the next 6-9 months to notify people about upcoming work in 2027. Joe requested that signs are ordered for the Recycling Center. Joe asked about a flower roadside stand and if they need a permit. Siri reported that cars are off the road on 962nd Street. Terry said that Pierce Pepin is going to come in to 850th Ave to trim trees this fall. One culvert was replaced and one was repaired last week. Sealcoating is scheduled for later in September.

Audit and Pay Bills Joe moved to audit and pay bills, Siri seconded. M.C.

Future Agenda items:

- Approve Agenda
- Minutes from September 8, 2026, Regular Board Meeting
- Financial/Fire Call Report
- Public Comments and Requests
- Zoning Administrator Report
- Plan Commission Report
- Select Quote for Shop Insulation
- Schedule Employee Review Sessions
- Approve Recycling Grant
- Short Presentation on Annexation Basics
- Discuss Clerk/Treasurer Appointed or Elected Transition
- Discuss and Take Action on Plans for Improvements at the Town Hall
- Discuss Plans for Town Hall 125th Celebration
- Discuss Moratorium on Hyperscale Projects in the Town
- Review and Discuss Burn Permit Forms and Process
- Board and Staff Communications
- Future Agenda Items
- Audit and Pay Bills
- Adjourn

Joe moved to adjourn. Siri seconded. M.C. Meeting adjourned at 8:17pm.

09/20/26

Town of River Falls
Profit and Loss Detail
September 8 – 20, 2026

Type	Date	Num	Name	Memo	Clr	Split	Amount	Balance
Ordinary Income/Expense								
Income								
Fire Protection								
Fire Call Overpayment								
Deposit	09/14/26	102336	CSI	FC--CSI/Breann...		Money Market Acc...	13.00	13.00
Total Fire Call Overpayment							13.00	13.00
Fire Calls								
Deposit	09/09/26	1073	Ondrea Schallberg	FC 5855		Money Market Acc...	840.00	840.00
Total Fire Calls							840.00	840.00
Total Fire Protection							853.00	853.00
Public Charges for Services								
Culvert Sales								
Deposit	09/09/26	3481	Diane Foster	Culvert Sale 5852		Money Market Acc...	715.00	715.00
Total Culvert Sales							715.00	715.00
Recycling Center								
Deposit	09/09/26	1315	Eric Deaton	RC 5847		Money Market Acc...	30.00	30.00
Deposit	09/09/26	1477	Chad Cernohous	RC 5848		Money Market Acc...	70.00	100.00
Deposit	09/09/26	902	Joshua Davies	RC 5849		Money Market Acc...	30.00	130.00
Deposit	09/09/26	10982	Stephan Cox	RC 5850		Money Market Acc...	25.00	155.00
Deposit	09/09/26	547	Lukas Nelson	RC 5851		Money Market Acc...	9.00	164.00
Deposit	09/09/26	Cash	Joe Mahoney	RC 5853		Money Market Acc...	1,015.05	1,179.05
Deposit	09/09/26	153637	J.R's	RC 5856		Money Market Acc...	254.50	1,433.55
Deposit	09/14/26	1283	ST Rentals	RC 5858		Money Market Acc...	126.00	1,559.55
Deposit	09/14/26	12266	Peter Stern	RC 5859		Money Market Acc...	90.00	1,649.55
Deposit	09/14/26	7136	Allen Halvorson	RC 5860		Money Market Acc...	70.00	1,719.55
Deposit	09/14/26	8498	Greg Elliott	RC 5861		Money Market Acc...	50.00	1,769.55
Deposit	09/14/26	214	Jay Jensen	RC 5862		Money Market Acc...	30.00	1,799.55
Deposit	09/14/26	1316	Eric Deaton	RC 5863		Money Market Acc...	40.00	1,839.55
Deposit	09/14/26	5754	Erik Ronning	RC 5864		Money Market Acc...	30.00	1,869.55
Deposit	09/14/26	2594	Kris Torkelson	RC 5865		Money Market Acc...	20.00	1,889.55
Deposit	09/14/26	1060	Blue Line Lawn	RC 5865		Money Market Acc...	16.00	1,905.55
Deposit	09/14/26	561	Lukas Nelson	RC 5866		Money Market Acc...	6.00	1,911.55
Deposit	09/14/26	Cash	Joe Mahoney	RC 5867		Money Market Acc...	1,640.45	3,552.00
Total Recycling Center							3,552.00	3,552.00

09/20/26

Town of River Falls
Profit and Loss Detail
September 8 – 20, 2026

Type	Date	Num	Name	Memo	Clr	Split	Amount	Balance
Zoning-Land Use								
Deposit	09/09/26	1484	Jacob Durocher	Bldg Permit 5857		Money Market Acc...	120.00	120.00
Total Zoning-Land Use							120.00	120.00
Total Public Charges for Services							4,387.00	4,387.00
Taxes								
Annexation Payments								
Deposit	09/09/26	161307	City of River Falls	Annexation Well...		Money Market Acc...	1,937.08	1,937.08
Deposit	09/09/26	161307	City of River Falls	Annexation Hask...		Money Market Acc...	1,640.22	3,577.30
Total Annexation Payments							3,577.30	3,577.30
Total Taxes							3,577.30	3,577.30
Total Income							8,817.30	8,817.30
Net Ordinary Income							8,817.30	8,817.30
Net Income							8,817.30	8,817.30

TOWN OF RIVER FALLS

TREASURER'S REPORT

September 21, 2026

9/21/26

9/8/26

FNBRF MM TRANSFERS			\$ 20,000.00
			\$ 40,000.00
FNBRF BALANCE	\$ 784,049.70		\$ 775,232.40
ROYAL CREDIT UNION			
	\$ 25.34	Business Savings	\$ 25.34
	\$ 678,353.46	Entity Account	\$ 678,353.46
	\$ -30,688.44	Revaluation	
	\$ -40,000.00	2025 Transfer for Reval	
	\$ -44,937.00	Highway Equipment	
	\$ -40,000.00	Capital Outlay	
	\$ -200,000.00	Roads	
RCU AVAILABLE	\$ 322,753.36		\$ 322,753.36
TOTAL AT BOTH BANKS	\$ 1,106,803.06		\$ 1,097,985.76
RECOMMENDED RESERVE	\$ 445,653.00		\$ 445,653.00
AVAILABLE FUNDS	\$ 661,150.06		\$ 652,332.76
Impact Fee (RCU MM)	\$ 15,057.23	Impact Fee	opened 5/28/26

Annexation payments from City of River Falls (payments for five years)

Wells/Meyer—\$1937.08 annexed 2022

Haskins/Chaffee—\$1640.22 annexed in 202

Zoning Report Sept 8 - 21, 2026

- 9/11 N8031 925th St. – Issued zoning permit for a 24' x 29' attached garage to Dave and Danielle Vlastuin. Estimated cost - \$120,000.
- 9/11 N7560 910th St. – Issued a zoning permit for a 12' x 27' deck replacement to Mike and Jody Frisinger. Estimated cost \$30,000.
- 9/15 Researched building setback requirements from a recorded private roadway easement that may be accepted as a public roadway at some point in the future.
- 9/19 Submitted Farmland Preservation Ordinance Certification Application to DATCP

Annexation

Fact Sheet No. 4

Local Government Education Program

*Prepared by Local Government Education Law Educator Philip Freeburg
November 2015*

Introduction

Annexation is the legal process that transfers property from an unincorporated territory in a town to a contiguous city or village¹. In precise terms, it is how the residents and real property owners change from the jurisdiction of a town as their local government unit to that of a neighboring city or village. The Wisconsin Statutes provide the procedures for making the change from a town to city or village by annexation. That makes the process jurisdictional, which means that it is very important to follow the exact process as spelled out in the statutes. If the statutes are not followed, then the annexation could be void.²

Any change can be distressing, and with annexation this is frequently so. In addition to territorial transfer, it adjusts the tax base and the service area of one governmental unit to the neighboring municipality.³ Disruption of service providers, plans, and ordinances often accompanies annexation. It is like moving to a new city, without packing or moving vans involved. Territoriality is an ancient instinct that humans retain vestiges of today. Annexation can frequently trigger strong emotional responses.

Due to importance of compliance with the statutes and impacts of annexation, all local government and officials and citizens benefit from having at least a basic understanding of the legal requirements for annexation. This fact sheet will summarize the basics of annexation. It will emphasize the mostly commonly utilized annexation means but will touch on the other processes.

Fundamentals of Annexation

The statutes provide orderly and structured procedures to a process that can impact affected local government units, landowners and residents with the anxieties that change, uncertainty, and new circumstances often create. Wisconsin Law provides several means to accomplish annexation. Some steps in the process and terms are common to most modes of annexation. Below are some common elements.

- **Annexation petition.** Landowners and residents drive most forms of annexations. The annexation petition is the centerpiece of the process. Not only must a petition contain the requisite number of signatures, but **Wis. Stat** § 66.0127 (1) & (5), requires the petition to contain many other elements. It must state the purpose of the petition, such as “We the undersigned... respectfully petition the common council of Badger, Wisconsin to annex the territory described below.” Often addition

language is added identifying the type of annexation, who the signers are, such as **electors** and **owners**, and in which town the territory is located.

It must contain the **legal description** of the property to be annexed, a scale map and specify the population in the territory. The population figure is based on the last U.S. Census, by population estimate or actual count, but Department of Administration through the office of Municipal Boundary Review must certify the estimate or count as acceptable.⁴ The petition may be in one part or several counter parts.

- **Electors and Owners.** These are the signers of the **annexation petition**. An **elector** is a person residing in the proposed annexation territory having the legal right to vote, but they do not have to be a registered voter to sign. That means they must be a U.S. Citizen of at least 18 years of age and have resided in the election district or ward 28 days.⁵

An **owner** holds record title to real estate in fee simple, life estate or vendee (that is, purchaser) under a land contract. A co-owner is an owner to the extent of his or her interest in the property.⁶

Legal Description. The **petition, notice of proposed annexation** and **annexation ordinance** require a complete description of land to be annexed, without any internal references, such as a portion of a parcel reserved out in a deed or other document. The territory to be annexed must be described by metes and bounds, by a recorded and filed subdivision or certified survey map.⁷ The requirements give accuracy when referencing the territory subject to the annexation proceeding.

- **Notice of Intention to Circulate Annexation Petition or Notice of Proposed Annexation. Direct annexation by one-half approval and annexation by referendum** require a “Notice of Intention to Circulate Annexation Petition.”⁸ (See “**Types of Annexations, below.**”) This is a Class I Notice under **Wis. Stat. Chapter 985**, that contains:
 - Statement of intention to circulate an **Annexation Petition**,
 - **Legal Description** of proposed annexation territory with a scale map,
 - The name of the city or village with which annexation is sought,
 - The name of the Town(s) from which the territory will be detached,
 - The name and post office address of the person causing the publication of the notice. This person must be an **elector** or **owner** in the proposed annexation area, and
 - A statement that a copy of the scale maps can be inspected in the office of the clerk of the city or village and town(s) affected by the notice. This implies the person causing the publication of the **Notice of Intention to Circulate Annexation Petition** will provide those maps to the clerks’ offices

Within 5 days of publication, the person causing publication of the **Notice** shall serve a copy of it upon the clerk of each affected municipality and town, including school districts, as well as on each **elector** and **owner** in the town that will be affected by the annexation to the city or village. Service is by either personal service or certified mail with return receipt requested. If a **Public Interest Opinion** is required (see below) then the Notice shall be mailed to the Wisconsin Department of Administration, Intergovernmental Relations Municipal Boundary Review (DOA).

- **Annexation Ordinance.** Adoption of an **annexation** ordinance puts the annexation into effect. A two-thirds vote of the members elect of the annexing governing body is required to adopt the ordinance, that is two-thirds of all members, not just of those present and voting. Before adopting the **annexation ordinance** the city council or village board shall first review any adverse opinion of

the Department of Administration that the annexation is against the public interest.⁹ (See **Public Interest Opinion**, below.)

- **Agreement to Pay Property Taxes.** Unless the town and the municipality have reached a boundary agreement, every annexation must have an agreement that the annexing municipality will pay the Town an amount equal to property taxes levied on property in the annexation territory for five years as that amount is shown on the Town's tax roll for the year the annexation is adopted.¹⁰ This allows some of the adverse revenue effects of the Town to be eased and allows appropriate planning and adjustment by the town. Most agreements occur by the annexing municipality including a provision in the annexation ordinance that the municipality will make these required payments.
- **Public Interest Opinion.** Annexations in counties with population exceeding 50,000 are required to obtain an opinion issued by the Department of Administration, Intergovernmental Relations Municipal Boundary Review (DOA).

"Public interest" is defined as a determination of which government entity may better supply services, including zoning—the town or the proposed annexing municipality or some other contiguous municipality which timely asks to be considered in such an opinion. The opinion also considers the shape and homogeneity of the annexation territory to the contiguous annexing municipality or others. The opinion is not binding, but the governing body must review an adverse recommendation before adopting an annexation ordinance.

- **Town Board Approval.** Although not common to all annexations, when the annexing municipality is located in a county different from the proposed annexation territory, the town board(s) where the territory is located must approve the annexation. Otherwise, a town board has no statutory role in the annexation process.¹¹ However, contacting an affected town government prior to annexation may be beneficial, such as fostering a positive cooperative environment and a smoother transition between the local governments.
- **Adjustment of Assets and Liabilities.** *Wis. Stat.* § 66.0235, sets forth the requirements and procedures for apportioning the assets and liabilities of a transfer of territory from a town to a municipality, and the process for determining that apportionment. This process is in addition to the requirement of an **Agreement to Pay Property Taxes**.

Types of Annexations

Direct Annexation by Unanimous Approval - Wis. Stat. § 66.217(2)

As its name implies, a Direct Annexation by Unanimous Approval, requires that the **annexation petition** be signed by all real property **owners** and all the **electors** (if any electors reside in the territory) in the territory proposed for annexation. The territory is then annexed when the city council or village board adopts an annexation ordinance by a vote of two thirds of that body's members. The municipality may also reject the annexation. In any annexation, the filing of an annexation petition does not compel the municipality to annex the territory. It merely brings the annexation request legally before the city council or village board.

There are two unique aspects of Annexation by Unanimous Approval. First, no public notice is required prior to circulating an annexation petition. Other forms of annexation require publication and personal

service of a **Notice of Intent to Circulate Annexation Petition**, which carries with it restrictions on when the petition can begin to be circulated and when a completed petition must be filed.

Second, under the unanimous approval annexation a town's ability to contest the annexation is limited. In order to challenge a unanimous annexation, the affected town must first request DOA to review the annexation within thirty days of enactment of the annexation ordinance. The DOA can only review the annexation to determine whether the annexation violates one of the following requirements:

1. Whether the territory is contiguous to the annexing municipality; or
2. If the annexation is of territory in a county different from the annexing municipality, was there a town board resolution from the affected town approving the annexation.

If DOA finds that any of these annexation requirements are not met, only then can the affected town(s) commence a legal action to challenge the annexation in court.¹²

Direct Annexation by one-half approval – Wis. Stat. § 66.0217(3)(a).

Direct annexation by one-half approval is commenced by first publishing and serving a **Notice of Intent to Circulate Annexation Petition**. An **Annexation Petition** cannot start circulation less than 10 days after publication of the **Notice**, nor more than 20 days after publication. The annexation petition is void unless it is filed within 6 months of publication of the **Notice**.

The annexation may proceed on filing of an annexation petition signed by either:

1. A majority of the electors residing in the territory and owners of one-half of the land determined either by land area or by assessed value; or
2. If there are no electors residing in the proposed annexation territory, then owners of one-half of the land determined either by land area or by assessed value.

The majority is determined by the number of votes cast in the territory in the last gubernatorial election. A resident can sign as both a land **owner** and **elector**. The filing of the petition brings the matter before the municipality and the governing body decides whether to enact an **annexation ordinance** or not. Recall that a 2/3 vote of all members is required. The ordinance may be enacted not less than 20 days after publication of the **Notice**, and not later than 120 days after the **petition** is filed.

Annexation by Referendum – Wis. Stat. § 66.0217(3)(b) and (7).

After publication and service of a **Notice of Intent to Circulate Annexation Petition**, and the time restrictions are met (**see above**) an **Annexation by Referendum** is commenced by filing with the municipality a petition signed by 20% of the electors residing in the proposed annexation territory and at least one-half of the land owners by area or assessed value in said territory. The 20% proportion is based on the votes cast in the territory at the last gubernatorial election.

When the petition is filed, within 60 days the common council or village board may vote to accept or reject the petition. Passing an annexation ordinance is one way to accept the petition. If the common council or village board accepts the petition, the next steps are to serve notice for a referendum election to the town clerk(s) in the proposed annexation territory and to anyone who has made a written request for notice. If the petition is rejected then no further action may be taken. If no action is taken to either accept or specifically reject the **annexation petition**, then the city or village clerk must proceed to give the notice to the affected town clerk that an **annexation petition** was filed and not rejected within 60 days after filing, and the city or village pays the cost of any referendum in favor of annexation.¹³

There is another way a referendum on an annexation may occur. When a petition for **annexation by one-half approval** is accepted by the city or village governing body, then 20% of the **electors** in the annexation territory may file a petition within 30 days of the annexing municipality's notice to the town clerk that the annexation petition was accepted requesting a referendum on the annexation.¹⁴

If the result of the referendum in either proceeding is against annexation, then all previous annexation proceedings are nullified, including the adoption of an annexation ordinance. **Wis. Stat.** § 66.0217 (7), spells out the procedural steps for conducting the referendum, including cost allocations based on the vote results and the number of electors in the territory, if more than one town is affected.¹⁵ Town officials cannot adversely affect an annexation by failing to literally observe any requirements of the referendum section of the annexation statute.

Annexation of Municipal Owned Land, Annexation of Town Islands & Court-Ordered Referendum Annexation

The Division of Intergovernmental Relations, Municipal Boundary Review team relates that **direct annexation by unanimous approval** and by **one-half approval** are the most common annexation methods.¹⁶ There are three additional forms of annexations.

A city or village may annex land it owns within a town by adopting an annexation ordinance.¹⁷ If the land is not contiguous to the city or village, the use of the land cannot be contrary to any town or county zoning regulation, but it may still be annexed. If the land is not in the same county as the annexing municipality, then the land can only be annexed if the town board and the county board approve the annexation and the city or village and town enter into a boundary agreement.¹⁸

A "town island" is a town area completely surrounded by a city or village.¹⁹ Since 1973 no city or village annexation may create a town island, and more recently one can be created only if it is part of a statutory cooperative boundary plan.²⁰ Town islands lawfully existed at the time the statute prohibiting them was enacted, and for various reasons may have been created contrary to the statute thereafter. The statute addresses this by permitting a municipality to annex town islands simply by passing an **annexation ordinance**. The requirement of an agreement to pay taxes to the affected town, and restrictions on annexing a town area that is not in the same county as the annexing municipality also apply to Town Island Annexations.

The last type of annexation is the Court-Ordered Referendum Annexation. Under **Wis. Stats.** § 66.0219, a city or village may seek a court order for a referendum to annex town territory. The governing body passes a resolution by 2/3 of its members declaring intent to apply to the circuit court for the order. The resolution is published once in a newspaper having general circulation in the annexation territory and the resolution must contain the same information as a **Notice of Intent to Circulate Annexation Petition** or in an **Annexation Ordinance**.

The circuit court reviews the proposed annexation to determine if it is arbitrary and capricious using the "**Rule of Reason**," which is explained below.²¹ Upon application to the court, a town whose territory is subject to the annexation is made a party to the court proceedings. **Electors** or **owners**, however, can defeat any court proceeding by filing prior to the hearing required on the resolution a petition protesting annexation signed by a majority of **electors** or by more than one-half the owners by assessed value in the territory. Successful annexations using this statute are rare, or nonexistent.

Contiguity Requirement and Rule of Reason

Wis. Stat. § 66.0217(2) & (3), require that territory annexed be **contiguous** to the annexing city or village. That term is not defined in the statute, but one court interpreted it to mean there must be “some physical contact” between the annexed area and the annexing municipality.²² In **Town of Mt. Pleasant v. City of Racine**²³ case, the court said that an annexed area connected only by 1705 foot strip no wider than 306 feet at some points and as narrow as 152 feet at other points was not contiguous. Attempts to use only a small strip to create contiguity with the desired territory has come to be referred to as a “balloon on a string.”²⁴ **The Town of Mt. Pleasant** case concluded the “balloon on a string” in that case was not contiguous, saying that, “application of the rule of reason” compelled the court to reach that conclusion.

The “**Rule of Reason**” is a three part judicial doctrine that courts use to prevent arbitrary and capricious use of annexation powers. It involves a judicial determination that:

1. No arbitrary exclusions or irregularities appear in the boundary lines,
2. Some reasonable or present need exist for the property, and
3. The municipality commits no misuse of discretion in the process.²⁵

When reviewing boundaries, courts give deference to citizen preferences, but boundaries directed by a municipality or where citizens have no interest in the included territories violate the rule. Some technical assistance from the municipality is permitted.²⁶ “Gerrymandering” or “crazy quilt” boundaries violate the regular boundaries requirement.

When reviewing the reasonable need for the territory element of the Rule of Reason, courts consider such things as the necessity of annexation for reasonable and ordinary planning. Population and anticipated growth is another factor considered. The need must be a present and demonstrable need. Other factors include possible need for the areas, such as industrial or residential development, the need of the area for municipal services, avoiding pollution or other preferences and needs of petitioners.²⁷ However, the petitioners’ preferences cannot be the result of improper inducements by the municipality.²⁸ As yet, there have been no court cases on misuse of discretion, the last element of the Rule of Reason.

Court Challenges and the Statute of Limitations

Remember that annexation authority comes from the statute, so there must be strict compliance or the annexation is void.²⁹ Substantial compliance is ineffective.³⁰ Thus it is important all local governments be aware of the requirements for annexation and the Rule of Reason. Cities and villages need to be mindful to be certain annexations are orderly and lawful, and towns need to be aware because annexation affects their interests and they ordinarily are the challengers in court to the validity of annexations.

Yet there are annexations that appear to be gerrymanders, balloons on strings or the result of failed compliance with the statutes. The reason these can occur is that there was no challenge to the annexations or challengers failed to act within the time permitted by statute. There are also the limitations on town challenges to unanimous annexations. Annexations are challenged by filing a lawsuit in circuit court. The time allowed for starting a lawsuit to test an annexation is very short: only 90 days from the date the annexation ordinance is adopted.³¹

Affected towns, residents or property owners perhaps unaware of the short window of time to challenge the annexation often lose their opportunity to enforce the statute or the Rule of Reason. The irregularities that may exist in the unchallenged annexation thus remain because no lawsuit can be brought after the 90 days.

Conclusion and Resources

If the process of annexation is to be orderly and lawful, then local government officials, residents and landowners need to be aware of the basic concepts. It should be apparent that petitioners/landowners decide when and how annexation occurs. Municipalities can only approve or disapprove and cannot modify an annexation petition. This suggests that cities or villages and town neighbors may want to consider intergovernmental processes for boundary change. Cities, villages and towns can seize control of boundary issues for orderly growth and good relations by considering alternatives to annexations, such as cooperative boundary agreements and plans to assure a more reasoned and structured impact as to changes in municipal boundaries.³²

To learn more about annexation, check these resources:

- Department of Administration, Intergovernmental Relations Municipal Boundary Review: PO Box 1645, Madison, WI 53701 Phone: (608) 264-6102 Current Web Page: <http://www.doa.state.wi.us/section.asp?linkid=132&locid=9>
- Municipal Data System: An online resource of petitions, ordinances, boundary agreements and more: <http://www.doa.state.wi.us/section.asp?linkid=132&locid=9>
- League of Wisconsin Municipalities: 131 W. Wilson St., Suite 505, Madison, WI 53703 Phone: (608) 267-2380; In-Wisconsin: (800) 991-5502 Current Web Page: <http://www.lwm-info.org>
- Office of Secretary of State: P.O. Box 7848, Madison, WI 53707-7848 Current Web Page: <http://www.sos.state.wi.us/record.htm>
- See endnotes below for more.

Acknowledgments

Prepared by Philip J. Freeburg, J.D., UW-Extension Local Government Center. Thanks to reviewers Claire M. Silverman, J.D., League of Wisconsin Municipalities and Dan Hill, Local Government Specialist, Local Government Center.

Endnotes

¹ Robert D. Zeinemann, *The Urban Lawyer* V. 39, N2 (Spring 2007)

² ***Town of Madison v. City of Madison*, 269 Wis. 609 (1955); *Town of Greenfield v. City of Milwaukee*, 272 Wis. 610(1956).**

³ Under Wisconsin law cities and villages are “incorporated” or “municipal corporations.” Towns and Counties are “quasi-municipal corporations” or “municipal subdivisions.” ***Milwaukee v. Sewerage Comm.***, 268 Wis. 342, 349 (1954). For ease of reference, in this Fact Sheet the term “Municipality” will refer to a city or village, unless the context explicitly indicates otherwise.

⁴ **Wis. Stat.** §§ 66.0217(1)(b) & (5).

⁵ ***Washington v. Altoona***, 73 Wis. 2d 250; Article III, sec. 1 of the Wisconsin Constitution & **Wis. Stat.** § 6.02.

⁶ **Wis. Stat.** § 66.217(1)(d).

⁷ **Wis. Stat.** § 66.0217(1)(c), contains the detailed requirements for the ***legal description***.

⁸ **Wis. Stat.** § **66.0217 (4)**.

⁹ **Wis. Stat.** § 66.217(8).

¹⁰ **Wis. Stat.** § 66.217(14).

¹¹ **Wis. Stat.** § 66.217(14)(b).

¹² **Wis. Stat.** § 66.0217(6)(d) & 66.0217(11)(c).

¹³ **Wis. Stat.** § 66.0217 (7)(a)2.

¹⁴ **Wis. Stat.** § 66.0217 (7)(a)3.

¹⁵ **Wis. Stat.** § 66.0217 (7)(f).

¹⁶ <http://www.doa.state.wi.us/Default.aspx?Page=90f7c4c2-cd30-49c6-b87e-ae94fda5ec54>

¹⁷ **Wis. Stat.** § 66.0223

¹⁸ **Wis. Stat.** § 66.0223(2)

¹⁹ **Wis. Stat.** § 66.0227(1)

²⁰ **Wis. Stat.** § 66.0227(2)

²¹ ***City of Beloit v. Town of Beloit***, 47 Wis. 2d 377 (1970).

²² ***Town of Lyons v. City of Lake Geneva***, 56 Wis. 2d 331(1972).

²³ ***Town of Mt. Pleasant v. City of Racine***, 24 Wis. 2d 41 (1964).

²⁴ ***Town of Waukechon v. City of Shawano***, 53 Wis. 2d 593 (1972).

²⁵ ***Town of Sugar Creek v. City of Elkhorn***, 231 Wis. 2d 473 (Ct. App 1999).

²⁶ ***Town of Menasha v. City of Menasha***, 170 Wis. 2d 181 (Ct. App 1992).

²⁷ ***Town of Pleasant Prairie v. City of Kenosha***, 75 Wis. 322 (1977).

²⁸ ***Hoepker v. City of Madison Plan Com’n***, 209 Wis. 2d 633 (1977).

²⁹ ***Town of Madison v. City of Madison***, 269 Wis. 609, 615 (1955).

³⁰ ***Town of Blooming Grove v. City of Madison***, 70 Wis. 2d 770 (1975).

³¹ **Wis. Stat.** § 66.0217(11).

³² Types of boundary agreements that are authorized by Wisconsin statutes are:

Cooperative boundary agreements -**Wis. Stat.** § 66.0307 Wis. Stats.

General agreements -**Wis. Stat.** § 66.0301 Wis. Stats.

Stipulations & orders - **Wis. Stat.** § 66.0225 Wis. Stats.



An Introduction to Annexation

Cities and villages use annexation to grow their territory by expanding their boundaries to include lands located in neighboring towns. Annexations can be extremely controversial because they can impact many town functions, such as, the provision of municipal services and long-term planning. Understandably, both towns and cities/villages are interested in the methods used in annexations as they can have a substantial impact on planning for the future. This article will broadly discuss several types of annexations, so that officials can better navigate their processes. For towns that do find themselves in the midst of an annexation process, it is best to contact their municipal attorney. Annexations have many nuances that towns should be aware of if they wish to challenge an annexation decision.

Direct Annexation by Unanimous Approval

Wisconsin Statutes prescribe a process by which the town electors and property owners may choose to be annexed into a city or village. See Wis. Stat. § 66.0217(2). Town electors and property owners who wish to be annexed into a city/village may sign a petition that includes a legal description of the territory and a scale map of the area to be annexed. ALL town electors and property owners located within the territory in question must sign this petition for the annexation to be valid. The petition must then be submitted to the city/village and town clerk(s) of the areas affected by the annexation. The electors are also required to submit a copy of the petition to the Department of Administration (DOA). Then the city/village may enact an annexation ordinance through a two-thirds vote of their governing body. The city/village must also agree to pay the town five years of property taxes on the annexed territory for the annexation to be valid.

The DOA may by request of the town affected by the annexation review the annexation to ensure that the territory to be annexed is contiguous with the city/village that is annexing, and that the territory to be annexed is within the same county as the city/village. Please note that an annexation can take place even if the annexation is not located in the same county as the city/village if the town enacts a resolution approving of the annexation. The town has 30 days to make a DOA request after the city/village has enacted its annexation ordinance. The DOA is required to send a copy of their findings to all affected landowners, the town affected by the annexation, and the annexing city or village within 20 days after receipt of the town's request. If the department does not complete its review and send a copy within 20 days, the annexation will proceed as if the DOA sent a report with their approval. See Wis. Stat. § 66.0217(6)(d)(2).

Challenging a direct annexation by unanimous approval is difficult as Wisconsin Statute places restrictions on the town's ability to bring a lawsuit in circuit court. See Wis. Stat. § 66.0217(11)(c). If the DOA finds in their review that the annexation does not meet the contiguity standards and location standards described above, the town can bring a lawsuit in circuit court to challenge the annexation. The town has 90 days after the adoption of the annexation ordinance to bring a suit.

Direct Annexation by ½ Approval

This method comes from Wis. Stat. § 66.0217(3)(a). A petition for direct annexation may be filed with the city/village clerk if it has been signed by:

- 1) A number of qualified electors residing in the territory subject to the proposed annexation equal to at least the majority of votes cast for governor in the territory at the last gubernatorial election, and either of the following:
 - a. The owners of one-half of the land in area within the territory
 - b. The owners of one-half of the real property in assessed value within the territory

A major difference between this method and the method previously explained is that the process must begin with the publication of a class 1 notice under chapter 985 from the individual who wishes to circulate a petition to annex area(s) to a city/village. In addition to providing notice to the individuals in the proposed annexation area, the individual must also provide notice to the town clerk(s) and send a copy of the petition to the DOA. If the petition meets all signature requirements, the city/village clerk may accept the petition for direct annexation. Additionally, if there are no electors in the proposed annexation area, one half of property owners determined either by land area or assessed value may sign the petition. The city/village may then approve the annexation with a two-thirds vote of their governing body, and an agreement to pay the town five years' worth of property taxes owed to the town from the area annexed.

Annexation of territory owned by a city/village

Pursuant to Wis. Stat. §66.0223 a city/village may by ordinance annex territory in a nearby town. Two important distinctions in this method are that the land must be owned by and be near the city/village, and the land does not necessarily need to be contiguous for the annexation to be valid. In the event that the annexation is noncontiguous, the city or village's use of the land shall not be contrary to any town or county zoning regulations. The ordinance must contain an exact description of the territory that is being annexed and the names of the towns whose territory the city/village is annexing from. There are also extensive state and county reporting requirements that the city/village must follow if they decide to pursue this method. In this method, a city/village can annex territory in a town in a neighboring county if either the town adopts a resolution approving the proposed annexation, the county board of the county in question adopts a resolution approving the proposed annexation, or if the city/village and the town enter into a boundary agreement.

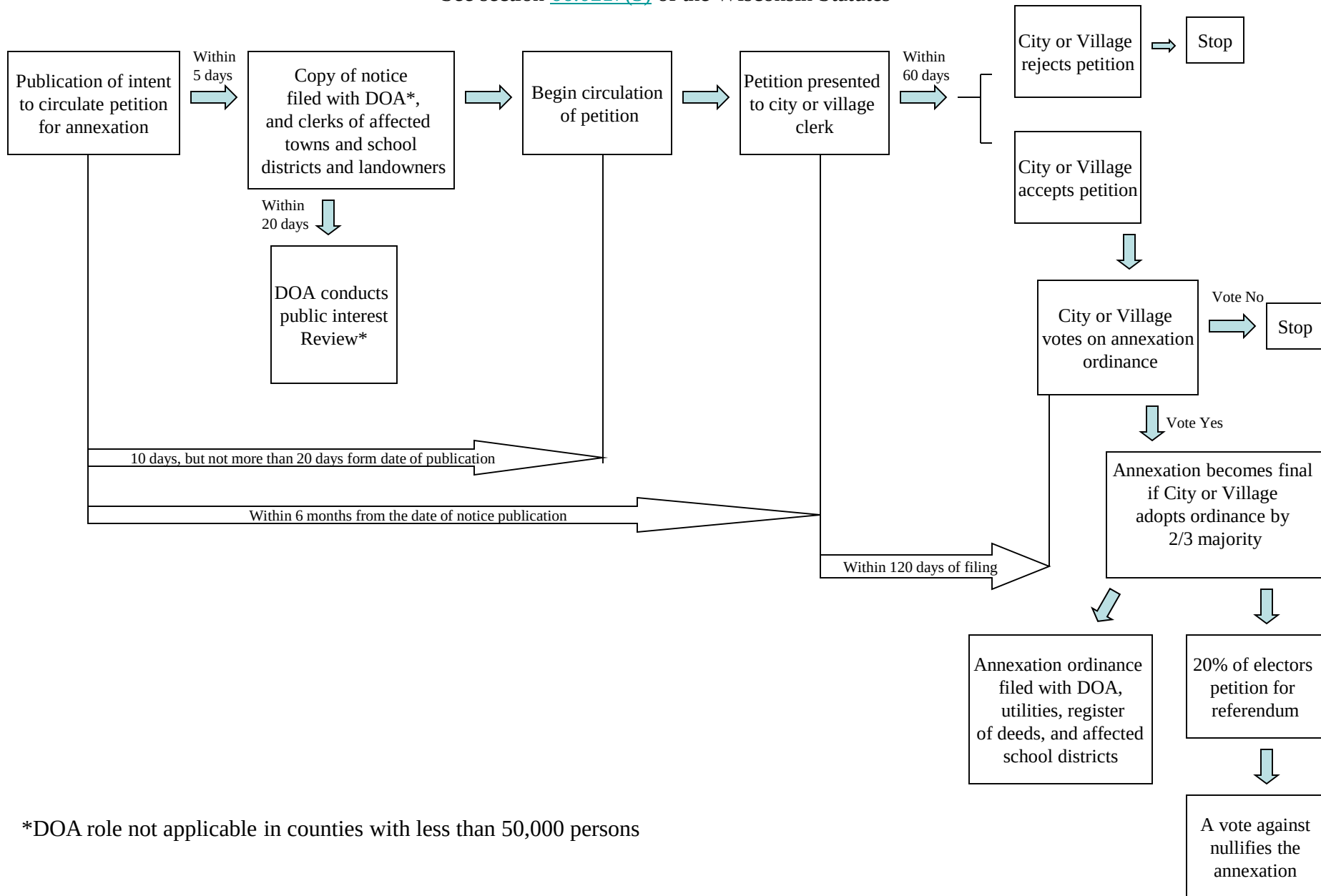
Final Thoughts and Conclusion

The annexation methods that were just broadly discussed are some of the more common ways of annexation. There are many more such as island annexation and annexation by referendum. Annexations will continue to be a contentious topic for the foreseeable future as new legislation and court decisions continue to add new layers to the process. Collaboration in land use decisions and knowledge of annexation methods are some general ideas that can help local officials navigate these discussions.

2024 Scholarship Information available at
www.wisctowns.com

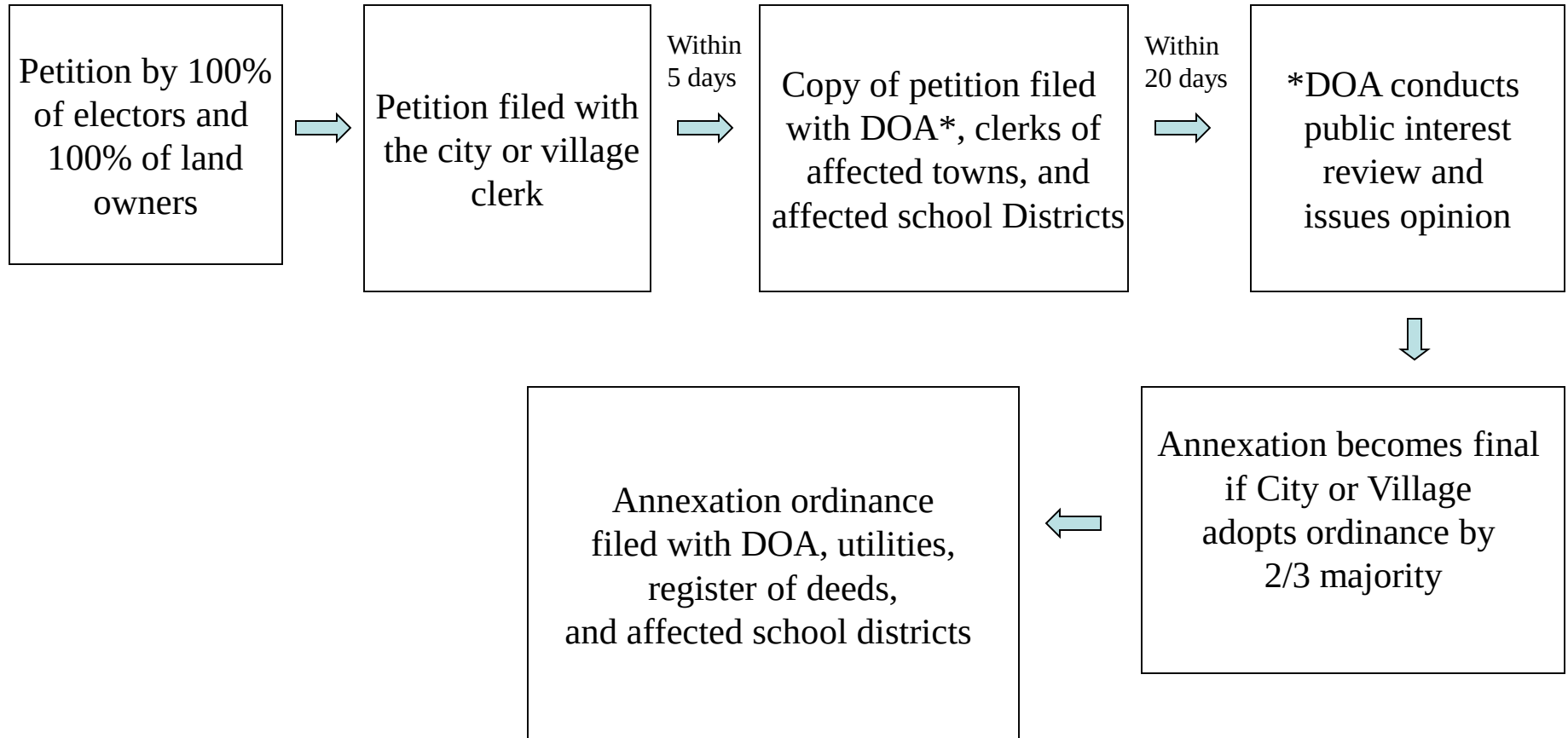
Process for a One-half Approval Annexation

See section [66.0217\(3\)](#) of the Wisconsin Statutes



Process of a Unanimous Consent Annexation

See section [66.0217\(2\)](#) of the Wisconsin Statutes



*DOA involvement not applicable in counties with less than 50,000 persons

Posted on [May 8, 2026](#) by [administrator](#)

Town of Troy and City of Hudson Agree to Continue Planning Process to Develop a Cooperative Boundary Agreement

The Troy Town Board and Hudson City Council have agreed to continue working on a Cooperative Boundary Plan and start a process of public input, including holding a Public Hearing.

[Link to Resolution](#)

Goals of the proposed plan include:

- *Improve* preservation of Troy's **Rural Character** and Agriculture
- *Restore* and protect **property owner rights**
- *Enable* **market driven development** (commercial and residential)
- *Allow* the City of Hudson to **expand into areas of Troy** (selected by the Town) not currently accessible through the statutory annexation processes
- *Establish* **collaborative planning** and joint decision making frameworks for the future

The proposed plan will be discussed at a series of informational meetings, including "Coffee with Chairperson" meetings, all before the Public Hearing occurs on July 14, 2026.

A web page will be established on the Town of Troy website to post relevant documents as they are available.

Questions on the process can be directed to Town Administrator, David Carlson at:

Phone: 715-425-2665, ext. 101

Email: administrator@tn.troy.wi.gov

To keep informed on the process, please subscribe to updates on the Troy website:

Department of Administration

Boundary Agreements

Boundary agreements are a valuable tool available to local communities to avoid potentially lengthy and costly litigation conflicts over [annexation](#), [incorporation](#), [consolidation](#), land use, revenue, services, environmental resources and issues, new development, and other intergovernmental issues. Instead of dueling against one another in an adversarial and usually reactive manner, boundary agreements enable communities to proactively develop solutions to benefit the area as a whole and move both communities toward their desired future vision and goals.

To assist communities in developing boundary agreements, the Department maintains a list of trained and experienced [Mediators](#). For example, a neutral and professional mediator can be beneficial when communities are struggling over a particular issue.

There are three types of Boundary Agreements allowed by Wisconsin law:

- [Cooperative Boundary Plans](#) ([s. 66.0307 Wis. Stats.](#)) – long-term or permanent agreements between two or more communities. Requires review and approval by the Department of Administration.
- [General Agreements](#) ([s. 66.0301 Wis. Stats.](#)) – short-term agreements no longer than 10 years between two or more communities. In addition to resolving boundary issues, communities also frequently use General Agreements to share municipal equipment, buildings, staff, vehicles, and other service-related items.
- [Stipulations & Orders](#) ([s. 66.0225 Wis. Stats.](#)) – agreements that are used to settle annexation disputes being litigated in court between two communities.

Resources

- [Municipal Data System](#) - an interactive and searchable database of municipal boundary agreements, as well as boundary adjustment ordinances, consolidations, and incorporations.
- [Distinguishing Between Different Statutory Boundary Agreement Methods](#)
- [Boundary Agreement Law](#)
- [Ordinance Filing Checklist](#) - a set of Guidelines for municipal clerks in drafting boundary adjustment ordinances and compiling associated ordinance filing packets for submittal to the WI DOA.

Cooperative Boundary Plan Factsheet

Cooperative boundary plans are authorized under [s. 66.0307, Wis.Stats.](#), and are the most thorough and complete method for developing boundary plans in Wisconsin. They are a valuable tool for local communities and a welcome alternative to protracted conflicts and litigation over municipal boundary and land use issues.

Cooperative Boundary Plans feature:

- ▶ Broad notice to area residents and jurisdictions.
- ▶ A public hearing and comment period.
- ▶ Possible referendum. Residents may petition for an advisory referendum on the plan.
- ▶ A jointly developed cooperative plan for the territory that is consistent with each community's comprehensive plan and that may address future streets, sidewalks and trails, layout of neighborhoods, design standards, zoning, and public facilities such as parks, municipal buildings, stormwater management, and utilities.
- ▶ Review by the Department of Administration. The Department may approve, deny, or recommend changes. The Department also defends the plan against appeal.

TIP: For more information, see the Department of Administration's Cooperative Boundary Plan website at:

<http://doa.wi.gov/MunicipalBoundaryReview>



Benefits to Cooperative Boundary Plans:

Cooperative – while annexation and incorporation tend to pit neighboring communities against one another, boundary plans provide a chance to focus on shared values, points of agreement, and solutions that can benefit everyone.

Proactive – while annexation and incorporation put area communities in a reactive mode, cooperative boundary plans enable communities to proactively guide their future.

Flexibility – while statutory boundary change mechanisms such as annexation are rigid in their scope and process, cooperative boundary plans provide communities with tremendous flexibility. Communities may determine the issues to be resolved, the size of plan area, whether municipal boundaries will change or not change over time, the duration of the plan, what services will be provided and by whom, the timing and financing of capital improvements, and how the area will be regulated and by whom. Communities have the discretion to creatively craft their own solutions to their issues.

Certainty – while annexations, consolidations, and incorporations are unpredictable, cooperative boundary plans put communities in charge of their future. This certainty also benefits landowners, developers, businesses, and other community stakeholders.

Broad participation – the public notice, public hearing, public comment, and advisory referendum features of the cooperative boundary plan process ensure that a wide range of affected residents and stakeholder groups participates in developing the plan. Because they helped create it, these participants are more likely to support the plan's adoption and implementation.

Save money \$\$\$ – a cooperative boundary plan can save money by avoiding costly litigation. Also, the plan can identify service sharing opportunities and avoid costly duplication of services and capital facilities. Finally, towns with an adopted cooperative boundary plan are authorized to utilize TIF districts.

Long term – cooperative boundary plans must be a minimum of 10 years' duration, but are usually considerably longer. They allow for a much longer duration than the 10 year maximum permitted by boundary agreements entered into under [s. 66.0301 Wis. Stats.](#) – Wisconsin's general intergovernmental agreement statute.

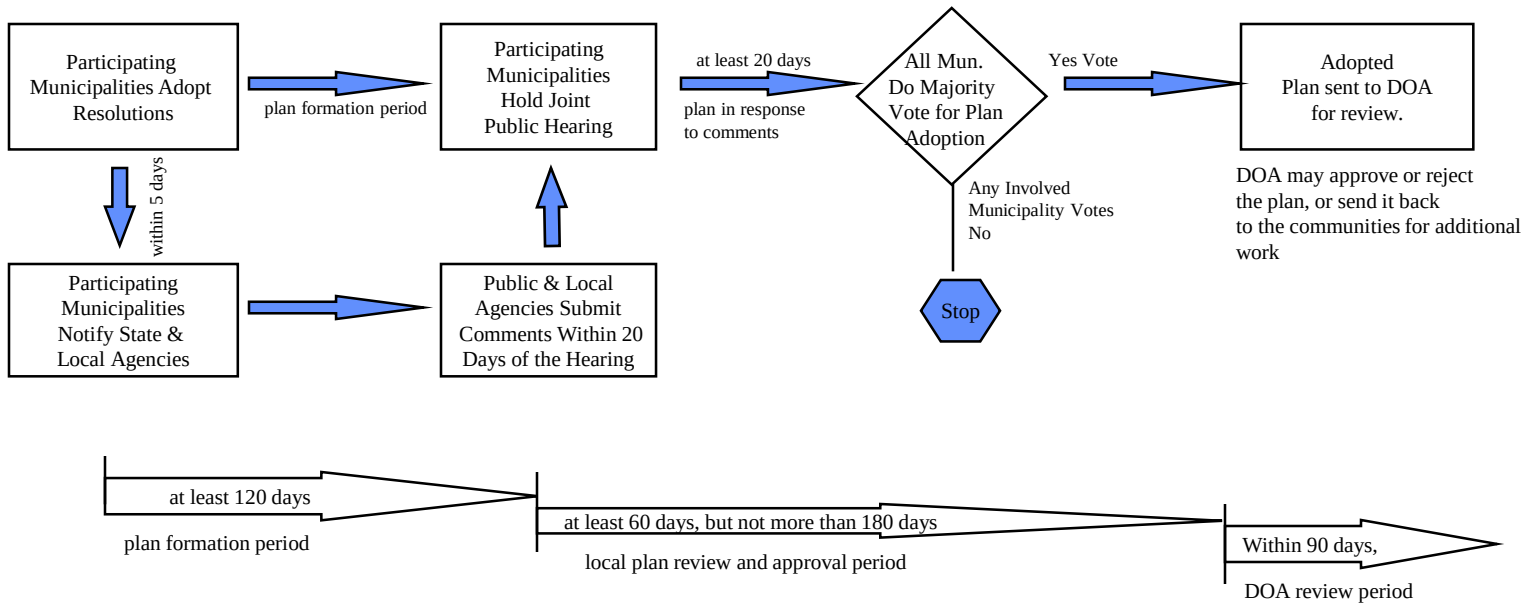
Enforceable – cooperative boundary plans safeguard community and landowner interests by providing a written contract that is approved by the state. The state is also responsible for defending the plan against appeal.

State & regional issues are addressed up front – state agencies, regional planning commissions, and counties are required to review and comment on proposed cooperative boundary plans. This provides a great opportunity to coordinate state and regional plans, projects, and programs with local community activities and desires. For example, it helps to ensure that the state and regional permits and approvals necessary for development will be available when needed.



Cooperative Boundary Plan Process

Section 66.0307 Wis. Stats.



NOTE:

To keep this flow chart simple, a number of procedures were not included that are nonetheless authorized by s. 66.0307 Wis.Stats. These include residents petitioning for an advisory referendum, residents petitioning for the plan be adopted by a super-majority vote of the governing body, the possibility of a public hearing by DOA, and the possibility that DOA sends the plan back to the communities with comments on additional work that is needed for approval.

<http://doa.wi.gov/municipalboundaryreview>

General Boundary Agreement Factsheet

General boundary agreements are authorized under [s. 66.0301, Wis.Stats.](#), which is a statutory section that broadly enables local governments to cooperate on a wide range of intergovernmental issues and activities, including municipal boundaries.

Prior to 2007, communities developed general boundary agreements under the implied authority of the statute. However, in 2007 the legislature amended s. 66.0301 Wis. Stats. to expressly authorize the development of boundary agreements. The amendment also established a required process for communities to follow.

TIP: Prior Agreements Grandfathered

Dozens of communities across Wisconsin have general boundary agreements that were developed prior the legislature's 2007 amendment and many of these agreements are still in effect today. These agreements did not comply with the new procedural requirements such as notice, a public hearing, publication, referendum, and filing. However, [s. 66.0301\(6\)\(h\) Wis. Stats.](#) exempts these prior agreements from the new requirements.

doa.wi.gov/MunicipalBoundaryReview

Process Requirements

- 1) Both participating communities hold a public hearing on the boundary agreement, or they may instead hold one joint public hearing;
- 2) The two participating communities publish a newspaper notice announcing their intention to develop a boundary agreement under s. 66.0301 Wis. Stats. and to hold a public hearing;
- 3) All affected property owners must also receive notice sent by certified mail.
- 4) The newspaper notice and certified letter to property owners must be given at least 20 days prior to the public hearing;
- 5) Both participating communities pass resolutions approving of the agreement, and
- 6) The approved boundary agreement is fully published in the newspaper.

TIP: Maximum Time Limit of 10 Years

General boundary agreements under s. 66.0301 Wis. Stats. have a maximum term of 10 years, except that any boundary changes made may remain in effect permanently. Communities desiring longer-term boundary agreements may develop Cooperative Boundary Plans under [s. 66.0307 Wis. Stats.](#)

Additionally, a referendum vote may also occur if residents who are affected by the boundary agreement request one. Specifically, 20% or more of the affected residents must sign a petition requesting a referendum vote and their petition must be filed within 30 days after publication of the approved boundary agreement appears in the local newspaper. The referendum vote is binding, so if residents approve of the agreement, it may take effect. However, if residents do not approve of the agreement, it may not take effect.

Benefits to General Boundary Agreements:

Cooperative – while annexation tends to pit neighboring communities against one another, boundary agreements provide a chance to focus on shared values, points of agreement, and solutions that can benefit everyone.

Proactive – while annexation puts area communities in a reactive mode, boundary agreements enable communities to proactively guide their future.

Flexibility – communities can craft their own solutions, having discretion over the issues to be resolved, the territory involved, and whether municipal boundaries will change or not change over time.

Certainty – communities can take charge of their future, which benefits landowners, developers, businesses, and other community stakeholders.

Save money \$\$\$ – boundary agreements save money by avoiding costly litigation. Also, agreements can identify service sharing opportunities and avoid costly duplication of services and capital facilities.

Enforceable – general boundary agreements are a written contract that is recognized by state statute.

TIP: Beyond Cooperating with Boundaries

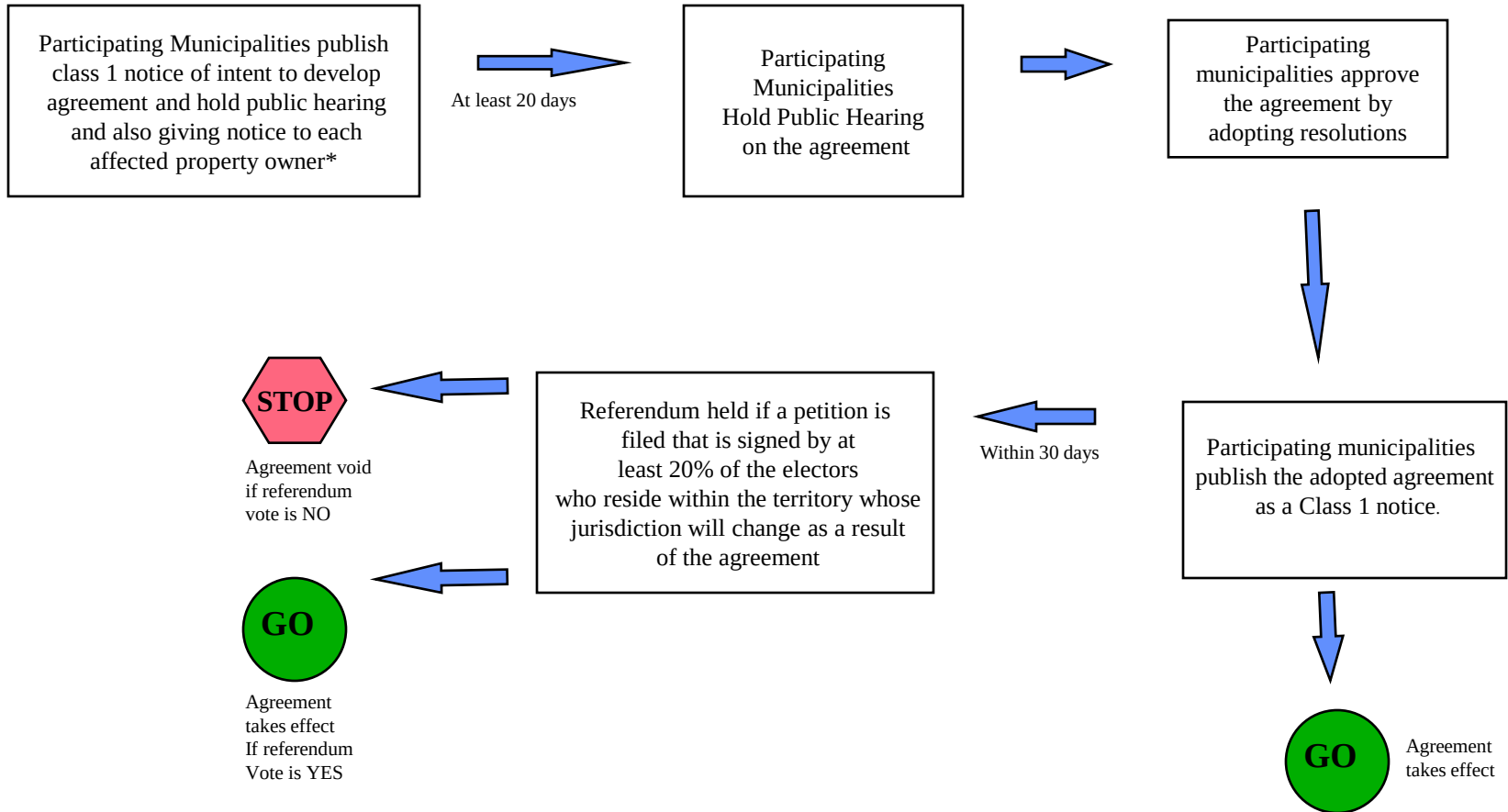
Communities have used the authority granted by s. 66.0301 Wis. Stats. to also cooperate with such things as:

- | | |
|--|---|
| ✓ Snowplowing | ✓ Road repair & maintenance |
| ✓ Fire & police protection | ✓ Libraries |
| ✓ Sharing specialized equipment | ✓ Sharing clerks, assessors, and other municipal staff |
| ✓ Joint purchasing of equipment & supplies | ✓ Joint operation of parks, cemeteries, community centers, etc. |



General Boundary Agreement Process

Section 66.0301 Wis. Stats.



NOTE:

- 'Affected' property owners means those whose property is currently located in either municipality and in, or immediately adjacent to, the territory whose jurisdiction will change.

<http://doa.wi.gov/municipalboundaryreview/>

ESTIMATE

Pinecrest Insulation
2943 County Road DD
Glenwood City, WI 54013-4205

pinecrestinsulation@gmail.com

Bill to

Town Of River Falls

Estimate details

Estimate no.: 1050

Estimate date: 08/20/2026

#	Product or service	Description	Qty	Rate	Amount
1.	Closed cell @ 3" R-21	Spray Foam SQFT (roof deck)	1644	\$3.60	\$5,918.40
2.	Closed cell @ 3" R-21	Spray Foam SQFT (walls/gables)	600	\$3.60	\$2,160.00
3.	Closed cell @ 5" R-35	Spray Foam SQFT (roof deck)	1644	\$6.00	\$9,864.00
4.	Closed cell @ 3" R-21	Spray Foam SQFT (walls/gables)	600	\$3.60	\$2,160.00
Total					\$20,102.40

Note to customer

Only the top 70" on side walls on roughly half the building

2748 Cty Rd N Wilson, WI 54027
7152202618



Estimate

Advanced Foam

For: City of River Falls
flicksracing2016@gmail.com

Estimate No: 2
Date: 09/15/2026

Description	Quantity	Rate	Amount
3" closed cell foam	2,350	\$4.15	\$9,752.50
Equipment and fuel surcharge	1	\$500.00	\$500.00
Subtotal			\$10,252.50
TAX 5.5%			\$563.89
Total			\$10,816.39
Total			\$10,816.39



Outlook

Fw: Spray foam bid

From Town of River Falls Chair <torf.chair@gmail.com>

Date Fri 9/18/2026 7:49 PM

To terry <rdc5255@live.com>

From: Justin Hoyer <aquarius.sales.llc@gmail.com>

Sent: Friday, September 18, 2026 11:54 AM

To: torf.chair@gmail.com <torf.chair@gmail.com>

Subject: Spray foam bid

Terry,

Thanks again for the opportunity to bid on the spray foam work.

Here is what I came up with

\$14,150 with 3" closed cell on the walls and roof

\$16,976 with 3" closed cell on walls and 4" on roof

Both prices include the insulation removal and all the prep.

Sent from my iPhone

Foam bid

From terry <rdc5255@live.com>
Date Sun 9/20/2026 3:35 PM
To terry <rdc5255@live.com>

Travis Warner
Warner Construction

3:34



+1 (651) 341-3144

Still nothing in my
inbox, you can always
text bid to this number

Spray 3 inches on upper
walls where batts can
be removed.
Spray 5 inches on roof
deck.
Spray 3 inches on
gable end above office.
Tear out existing
insulation in walls.
Cover walls, floor and
items.
3 inches is an r22
5 inches is an 38
\$19,500.00

Got it thanks

Read 3:27 PM



Text Message • RCS



Sent from my iPhone

Grant Applicant/Annual Report Recycling Costs & Revenue

Form 8700-222A(R08/23)

Notice: A responsible unit with an effective recycling program is required to submit this form annually if a recycling grant award was received in order to report actual eligible and ineligible costs and revenue for the award year. You may use this form to prepare cost information prior to submitting an annual report.

Recycling Expenditures UCA #53635 (including yard waste & waste tires)	2026	2027			
1. 100- Salaries/Wages & Employee Benefits	28800.00	33000.00			
2. 210- Consulting & Professional Services	300.00	300.00			
3. 220- Utility Services	1000.00	1000.00			
4. 240- Purchased Repairs & Maintenance	1500.00	1500.00			
5. 290- Purchased Services Printing & Advertising	500.00	500.00			
6. 290- Purchased Services Other(contractual svcs)	10000.00	11000.00			
7. 310- Office Supplies	550.00	550.00			
8. 320- Subscriptions & Dues	350.00	350.00			
9. 330- Employee Travel & Training	0.00	0.00			
10. 340- Operating Supplies & Expenses	1500.00	900.00			
11. 350- Repair & Maintenance Supplies	0.00	1000.00			
12. 510- Insurance	2200.00	2200.00			
13. 530- Rents & Leases	432.00	450.00			
14. 540- Depreciation	From your records enter total depreciation costs in Row 14 Column E and total hourly use charges in Row 15 Column E.				
15. 540- Hourly Equipment Use Charges					
16. 900- Cost Allocations					
17. 900- Cost Allocations Other (not #53635)					
18. Total Recycling Costs (total of lines 1 thru 17)	47,132.00	52,750.00			
Ineligible Costs & Revenues					
19. Costs – Recycling of banned items s. 287.07(1m), Wis. Stats. (Lead Batteries, Electronics, Major Appliances and Oil)					
20. Revenue - Sale of Recyclables					
21. Total Ineligible Costs & Revenues (total of lines 19 and 20)					
22. Total Eligible Recycling Costs (line 18 minus line 21)					

Town of Campbell - Our Town has burn permits. They have to come in and complete the permit form each year. We offer 2 burn periods – Spring and Fall – for leaves, small sticks, etc. Permits are completed at Town Hall. Individual must notify the fire department when they do the burn.

Village of Richfield - We do annual burn permits for 25\$ or monthly for 3. See attached. They are sold at village hall.

Village of Waukesha - We have the burn permits as an insert in the tax bill. If they are lost or misplaced, they have to come into the office for a replacement. No charge and they are annual permit.

City of Mellen - We require burning permits with an annual renewal. They are calendar year: January 1st – December 31st. We issue them from our office. There are several types with different regulations for each type.

Burn barrel permit – can only burn 6-9 p.m., no Sundays or legal holidays, or windy days. Paper products only. \$ 20.00/yr

Pit permit – this is a camp fire permit with regulations on set up and maintenance. Untreated wood only. \$ 20.00/yr

Brush permit – this is a 3 day permit for a brush pile, 6-9 p.m. No weekends \$ 5.00 @ permit

Industrial Permit – this is for industrial users to burn wood scraps (we have 3 sawmills). Monday – Thursday only and during working hours only. \$ 40.00/yr

With each permit, we have print outs we require them to read and it is initialed on the permit that they have read the regulations and then we send a copy of the regulations with them as well.

All fires must be attended while burning is going on. All permits require the citizen to check the DNR site for burn conditions. The person who signs for the permit is the responsible party.

The numbering we do is just in chronological order: 1-2025, 2-2025, 3-2025. The year is listed after the number.

Town of Verona we had residents download an annual burn permit from the DNR website: <https://dnr.wisconsin.gov/topic/forestfire/permits>. Our local ordinance required for them to consult the DNR website to see if burning was allowed in the area that day or not.

Village of Rockland - Our residents get one each year. They are good from the day they purchase it until the end of the year. We get burn permit books from our fire department. They are duplicated. I am attaching a copy of the front and back. Ours are not numbered, but you could surely add a number. We have them at the Village Hall. We have fire pits as we don't allow any other burning. If the person has never had a burn permit, the fire chief goes and inspects the area where their fire pit is located and then he will issue the permit.

Town of Buchanan - We do they yearly and they must follow the rules. We now have them scan a code and have them do it from their phone or from our website.

<https://www.townofbuchanan.org/?splash=https%3a%2f%2fdocs.google.com%2fforms%2fd%2fe%2f1FAIpQLScAUslVKE9j2A6LX2TrZdus0Fwmw5Wk1BHwXUalzpOdAJgDA%2fviewform&isexternal=true>

Village of Pewaukee - We require our residents to get a burn permit every year. They fill it out with us, we put the dates on it, scan it to the fire department and then give the resident a copy. No charge!

City of Brillion - We have a permit that is good for the entire time that resident lives there. \$25.00 fee. This is an application completed by the resident and approved by the fire chief.



CITY OF BRILLION
APPLICATION FOR OPEN BURNING PERMIT
Brillion Municipal Code Section 34-97
Permit Fee: \$25.00

Application:

Applicant: _____
First, MI, Last Name Date of Birth

Address of Applicant: _____

Telephone Number of Applicant: _____

Conditions of Permit:

APPLICANT HEREBY ACKNOWLEDGES THAT THEY HAVE RECEIVED A COPY OF CITY ORDINANCE #OR01-06 AND AGREES TO ABIDE BY THE CONDITIONS IN ACCORDANCE TO CHAPTER 34, SECTION 34-97 OF THE BRILLION MUNICIPAL CODE.

Signature of Applicant: _____

Date of Application: _____

Signature of City Official: _____

Date Paid: _____ **Receipt #:** _____

Revocation of Permit:

VIOLATION OF CONDITIONS STATED IN CHAPTER 34, SECTION 34-97 OF THE BRILLION MUNICIPAL CODE WILL RESULT IN A REVOCATION OF PERMIT. PENALTY WILL BE ISSUED IN ACCORDANCE WITH SECTION 1-17 OF THE BRILLION MUNICIPAL CODE.

Brillion Fire Department: _____ **Date:** _____

Permit Revoked by: _____ **Date:** _____

Reason for Revocation:

(See reverse side for signature of all adjoining property owners.)

Signatures of Adjoining Property Owners in favor of permit:

Signature

Address

Date

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____

RESIDENTIAL BURNING PERMIT
PEWAUKEE FIRE DEPARTMENT
W239 N2242 Pewaukee Road – Waukesha, WI 53188
Emergency – 911 (262) 522-2500

Date _____ Tax Key _____
Name _____ Home/Cell Phone _____
Home Address _____ Alternate/Business Phone _____
Burning Address _____ **Pewaukee** Permit Expires _____
Issued By _____

PERMIT REQUIRED (1)

- (A) No burning shall be permitted unless the owner of the property upon which burning is proposed first obtains a permit, approved by the Fire chief and under proper safeguards prescribed for and issued only at the City/Village Hall during regular business hours.
- (B) Notwithstanding any other provision in this Ordinance, if the burning of any material, either with or without a permit, intentional or not, results in failure to comply in full with the conditions of a burning permit, or if negligence in supervising and controlling the fire results in the dispatch and/or deployment of firefighting equipment or personnel to control or extinguish the fire or to protect life, buildings or adjacent property, in addition to other potential fines and forfeitures, the property owner shall be required to pay all costs and expenses incurred by the City/Village for said fire or emergency call. Said costs and expenses shall be calculated by the City/Village Clerk after consultation with the Fire Chief and will assess the cost of said fire or emergency call against the property as set forth in this section and pursuant to Wisconsin Statutes, section 66.60 (16).

RESTRICTIONS ON BURNING (2)

- (A) No person or corporation or their agent may burn garbage (including, but not limited to kitchen and garden waste) fresh cut grass, green grass, green leaves, green brush or any other noncombustible material in the City/Village.
- (B) No person or corporation or their agent may burn any material within the public street, shoulders, gutters, storm-water ditches, catch basins, or on other public property in the City/Village except as set forth herein.
- (C) No person living in a multi-family (3 or more) structure may burn any materials, and corporate owners of such structures in the City/Village may not burn any materials on such premises except as set forth herein.
- (D) No person living in a single or two-family home may burn home generated combustible material in the city/Village without a permit for such burning issued by the Fire chief as set forth herein.
- (E) No developer or contractor may burn any materials in the City/Village.

COMMERCIAL/INDUSTRIAL BURNING PROHIBITED (3)

No burning permit shall be issued to commercial or industrial businesses nor shall commercial or industrial businesses be allowed to burn in an incinerator or rubbish container.

PROHIBITED ON PUBLIC PROPERTY (4)

No person shall kindle, start or maintain a fire upon public property within the City/Village of Pewaukee except in designated picnic areas in the public parks where cooking fires may be maintained in permanent or portable enclosed grills. An adult person shall be in constant attendance of such "picnic" fire.

RULES FOR BURNING (5)

- (A) All burning pursuant to a permit shall be kindled or started no earlier than 7:00 a.m. and should be completely extinguished by 10:00 p.m., unless otherwise specified on the permit. All burning shall be conducted with the adult person named on the permit in constant attendance. The burning of refuse should be in its natural state (grass, leaves, twigs, brush, branches, and untreated wood). Items that are prohibited to be burned are petroleum products, tires, plastics, insulation, garbage and treated building materials and any other item which may smolder or give off noxious odors.
- (B) Burning of permitted materials should be accomplished in a metal, screened receptacle no larger than 55 gallons and approved by the Fire Chief or Fire Inspector.
- (C) Burning of piled materials (brush and leaves) shall be confined to an area at least 50 feet from buildings and trees no larger than 6' x 6' x 4' and flames from such burning may not exceed 8 feet.
- (D) No permit issued under this Ordinance shall create a property right in the person receiving said permit, and said permit shall be limited to and shall be used in strict compliance with the terms and conditions specified therein, and shall automatically expire on the date specified on the permit.
- (E) Bonfire/Campfires shall be allowed only under constant supervision in a contained burning pit. The actual fire area shall be in an enclosed fire ring of metal or masonry no larger than 5 feet in diameter. Flames from the fire shall be maintained at no higher than 6 to 8 feet. All fires must be completely extinguished by 10:00 p.m.
- (F) Only owners of real estate may sign permits. A signed copy of the permit will be filed with the City/Village Clerk.

PROPERTY OWNER'S SIGNATURE

5/3/2018



☐ Check # _____
☐ Cash
Amt Pd \$ _____

2025 VILLAGE OF RICHFIELD, WISCONSIN, **BURN PERMIT**

APPLICATION TO BURN WITHIN THE VILLAGE OF RICHFIELD
(\$15.00 Annually or \$3.00 Monthly)

To the Clerk of the Village of Richfield, County of Washington, Wisconsin:

The undersigned hereby applies for a permit to kindle a bonfire or other fire outdoors in the Village pursuant to the rules and regulations outlined in article §179-19 of the Richfield Village Code. Such permit may be issued for 30 days or on an annual basis for a period ending on December 31st and may be suspended with official notice by the Village President or designee.

The applicant agrees to comply with and be bound by all the laws, ordinances, rules, regulations and penalties governing the business for which this license is applied for:

Applicant (print)

Address

City/State/Zip Code

Phone

Email

Types of material to be burned and location on property burning will take place

Signed _____

Date _____

Expiration Date _____

****APPLICANT MUST NOTIFY THE WASHINGTON COUNTY SHERIFF'S
DEPARTMENT PRIOR TO BURNING BY CALLING THE SHERIFF'S
NON-EMERGENCY NUMBER 262-335-4411.**

Approved by

Date

L: Licenses and Permits>Applications>Burning Permit

§179-19. Permit.

- A. Required. It shall be unlawful for any person to kindle a bonfire or other fire out of doors in the Village without a permit, or to permit the kindling of such fires, except as provided in Subsection B of this section.
- B. Issuance; fee; restrictions. A permit to burn may be obtained in person during regular hours as the Village Hall, recycling center or by mail with written request, together with a permit fee established by resolution by the Village Board from time to time and added to the comprehensive fee schedule. Issuance of a permit to burn shall be subject to weather and environmental concerns at the time. Permits shall be issued for 30 days or on an annual basis, and may be suspended with official notice by the Village President or his/her designee. Burning by permit shall be subject to restrictions printed on the permit, but shall also be restricted as follows: **[Amended 4-21-2011 by Ord. No. 2011-4-1]**
 - 1. No fires shall be kindled before 7:00 a.m. or after 6:00 p.m. All fires must be extinguished by 8:00 p.m.
 - 2. All fires shall be continuously attended by a responsible person until extinguished.
 - 3. No fires shall be kindled or allowed to burn with wind speeds in excess of 12 miles per hour.
 - 4. No fires shall be kindled on right-of-way normally maintained by the Village, the county or state or any roadway in the Village.
 - 5. No burning of garbage, rubber, materials emitting toxic fumes or substances, noxious odors or creating a health hazard, building materials, or waste materials and rubbish resulting from building construction, demolition or site clearing shall be allowed, excepting all-wood products.
 - 6. No burning of yard waste in accumulations greater than four feet in diameter nor more than three feet high.
 - 7. It shall be unlawful to burn rubber or any other material which creates offensive odors or smoke or to attempt to burn materials which are not completely combustible or to burn garbage.
- C. Prior to setting a fire regulated by Village ordinance, the property owner or responsible party must first call the non-emergency telephone number for the Washington County Sheriff's Department.
- D. Exceptions. No permit or telephone call shall be required for the following:
 - 1. Fires in barbecue pits, grills and outdoor fireplaces, provided that the current primary use is not the disposal of yard waste and garbage.
 - 2. Portable broilers, grills and similar appliances or facilities used for the preparation of food may be used in any location which is not hazardous to life or property.
 - 3. Fires authorized by the Fire Chief for practice and instruction.
 - 4. Home and commercial incinerators, provided that they are not in disrepair and do not allow sparks and debris into the air.

§179-20. Open burning on parcels 20 acres or more.

The open burning of brush, abandoned crops, leaves, grass, and similar open fires may occur on parcels of land of 20 acres or more without a permit and in excess of 500 feet from the residence of another person when done by the owner or occupant, subject to the following:

- A. No such open fire may be started except between the hours of 7:00 a.m. and 6:00 p.m.
- B. No such open fire shall be kindled until the Washington County Sheriff's Department is notified of the time and location.

§179-21. Regulations.

- A. Every person kindling an open fire shall supervise such fire until it is extinguished.
- B. During periods of dry weather the Village President or designee may declare a burning ban and, until such burning ban is terminated, it shall be unlawful to kindle any fire enumerated in this article.
- C. No person shall kindle any fire or permit such kindling to be done upon the land or property of another without first securing the permission of the owner of such land or property.

§179-22. Violations and penalties.

Any person who is convicted of violating any of the terms and provisions of this article shall be liable to the Village for all costs and expenses incurred in fighting or extinguishing such fire and, in addition thereto, shall forfeit a cost set by Chapter 1, General Provisions, together with the costs of prosecution, and, in default of payment of such forfeiture and costs, shall be imprisoned in the country jail until such forfeiture and costs, together with subsequent costs, shall be paid, but not exceeding 10 days.

RESTRICTIONS:

1. Call 911 dispatch at 785-9634. Let them know when you start the fire and when you're done with the fire.
2. Burn late in the day when the temperature is lower and humidity is higher.
3. Burn when the winds are gentle.
4. Have fire fighting tools on the site before you start the fire.
5. An adequate fire break must be around the material to be burned.
6. The fire must be totally extinguished before you leave.

7. Additional restrictions: _____

YOU - are responsible if your fire gets away, become liable for all expenses incurred in suppressing a fire and will be responsible for all damage caused by this fire.

ONLY YOU CAN PREVENT FOREST FIRES!

- ☐ Regular
☐ Special
☐ Trash Burning Container

Town or Village of _____
County of _____

M _____ is hereby authorized to set fire on land owned or controlled by him/her as described and indicated by (X) in diagram below and limited under the following restrictions:

1. No burning of asphalt, rubber, plastic, oily substances or wet, **noncombustible rubbish and garbage.**

- Fire Number _____
2. Material to be burned _____
 3. Volume or quantity to be burned _____
 4. Hours when burning allowed: From _____ to _____
 5. This permit is good from _____ to _____ inclusive

Fire Chief _____
Village Presidents _____
Town Chairperson _____

I hereby agree to use all possible care in setting fires under this permit and to be responsible for all damage done by such fires. I further understand this permit is revoked upon violation of its restrictions. This permit subject to restrictions on reverse side. READ OTHER SIDE BEFORE SIGNING.

Signature of person to whom permit is issued _____

Front

Back

Town of River Falls

9/21/2026 10:43 AM

Register: 1st Nat. BK of RF:Clerk's Checking Account

From 09/08/2026 through 09/21/2026

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
09/08/2026			1st Nat. BK of RF:Mo...	Deposit			40,000.00	63,747.27
09/08/2026	29405	Foster, Mary J	-split-		620.98			63,126.29
09/08/2026	29406	Kozak, Rita M	-split-		1,036.93			62,089.36
09/08/2026	29407	Kusilek (employee), ...	-split-		828.60			61,260.76
09/08/2026	29408	Mahoney, Joseph M	-split-		815.75			60,445.01
09/08/2026	29409	Meyer, Sarah K	-split-		3,045.94			57,399.07
09/08/2026	29410	Rodewald, Donald T	-split-		472.12			56,926.95
09/08/2026	29411	Rodewald, Jerome C	-split-		523.32			56,403.63
09/08/2026	29412	Smith (supervisor), Siri	-split-		454.58			55,949.05
09/08/2026	29413	Verizon Wireless	General Government:T...		47.61			55,901.44
09/08/2026	29414	Ace Hardware	-split-		49.53			55,851.91
09/08/2026	29415	Rodewald, Donald T	Zoning Administrator ...		285.80			55,566.11
09/08/2026	29416	Rita Kozak	Public Works - Recycli...		17.41			55,548.70
09/08/2026	29417	St. Croix Septic Syst...	-split-		3,900.00			51,648.70
09/08/2026	29418	Ron's Sewer Service	General Government:T...		425.00			51,223.70
09/08/2026	29421	Pierce Co. Clerk's Of...	General Government:E...		169.50			51,054.20
09/08/2026	29422	American Pest Soluti...	-split-		358.00			50,696.20
09/08/2026	29823	Companion Animal ...	Health and Human Ser...		80.00			50,616.20
09/08/2026	29824	Pierce Co. Highway ...	Public Works - Roads:...		4,493.92			46,122.28
09/09/2026	1407	EFTPS	-split-	39-6006086	2,108.81			44,013.47
09/09/2026	29825	WM of Northern WI ...	-split-		2,601.15			41,412.32
09/09/2026	29826	US Bank	-split-	4484-7301-144...	3,488.82			37,923.50
09/09/2026	29827	Steel Towne	Public Works - Roads:...		359.44			37,564.06
09/09/2026	29828	Kwik Trip	Public Works - Roads:...		246.51			37,317.55
09/09/2026	29829	Water Care Services	General Government:T...		30.00			37,287.55
09/09/2026	29830	Alcivia	Public Works - Roads:...	9805344	2,408.85			34,878.70
09/10/2026	1404	EFTPS	-split-	39-6006086	1,553.48			33,325.22
09/10/2026	1405	Wisconsin Retiremen...	-split-		2,416.08			30,909.14
09/10/2026	1406	Wisconsin Dept. of R...	Payroll Liabilities	036-00003408...	899.61			30,009.53
09/10/2026	29831	Dohrer, Albert S.	-split-		156.93			29,852.60
09/10/2026	29832	Fristad, Christopher	-split-		128.69			29,723.91
09/10/2026	29833	Johnson, Kaleb LG	-split-		236.14			29,487.77
09/10/2026	29834	Kincannon, George	-split-		287.68			29,200.09
09/10/2026	29835	Merta (employee), M...	-split-		63.27			29,136.82
09/10/2026	29836	Nyquist (employee), ...	-split-		59.40			29,077.42
09/10/2026	29837	Flick, Dalton	-split-		1,879.06			27,198.36
09/10/2026	29838	Schaar Jr., Robert A	-split-		2,403.29			24,795.07
09/10/2026	29839	Polk County Clerk of...	General Government:L...	Case 25CT65	150.00			24,645.07
09/17/2026	29842	St. Croix Septic Syst...	Public Works - Roads:...		1,475.00			23,170.07
09/17/2026	29843	Susan Bushard	General Government:T...		50.00			23,120.07