

TOWN OF BARABOO
Minutes of the Monthly Town Board Meeting
August 11, 2025

1. The meeting was called to order by town board chairperson Bill Klemm at 7:00 PM. Clerk Morgan Olson verified compliance with Wisconsin's open meeting laws. *Reference Wis. Stat. § 19.84.*
2. Roll call was taken. Present were: chairperson Bill Klemm; supervisors Randy Puttkamer, Steve Hess, Mike Terry, and Bill Steinhorst; clerk Morgan Olson; and treasurer Mary Farrell-Stieve.
3. Pledge of Allegiance was recited.
4. Motion was made by Steve Hess to adopt the meeting agenda as proposed. Motion was seconded by Randy Puttkamer. Voice vote was taken; **motion carried unanimously.**
5. Motion was made by Steve Hess to approve the minutes of the regular town board meeting held on July 14, 2025. Motion was seconded by Bill Steinhorst. Voice vote was taken. Bill Klemm, Randy Puttkamer, Steve Hess, and Bill Steinhorst voted "Aye"; Mike Terry voted "Nay." **Motion carried four votes to one.**
6. Citizen's appearance; no citizens delivered a presentation.
7. Discussion was held in regards to updates from General Engineering Company regarding the assessor's plat to create a map and legal description for altering Pikes Peak Road. After discussion, the town board agreed to host a stakeholders' meeting at the Baraboo Town Hall on Tuesday, September 9, 2025 from 5:00 PM – 7:00 PM in order for the residents of Pikes Peak Road to ask questions and gather more information from the surveyors, engineers, attorneys, and town officials involved in the process.
8. Motion was made by Steve Hess to approve a Variance Request application to seek relief from U.S. Highway setback requirements from applicant Fiorella Neira of Neira Custom Homes on behalf of owner John Wells on tax parcel 002-0633-10000, located at S3757 Loggers Lane. The residence had been erroneously approved for construction by Sauk County using standard town road setback requirements instead of the required U.S. Highway setback requirements due to Loggers Lane being in a U.S. Highway zoning authority area. Motion was seconded by Randy Puttkamer. Voice vote was taken; **motion carried unanimously.**
9. Motion was made by Randy Puttkamer to include a survey in regards to town residents' usage of the recycling center on the annual tax bill insert that is distributed in early December. Motion was seconded by Bill Steinhorst. Voice vote was taken; **motion carried unanimously.**
10. Supervisor Steve Hess excused himself at 8:28 PM. Motion was made by Randy Puttkamer to approve switching internet and phone providers from Brightspeed to Spectrum Business. Motion was seconded by Bill Steinhorst. Voice vote was taken; **motion carried unanimously.**
11. Supervisor Steve Hess returned at 8:42 PM. Motion was made by Bill Steinhorst to adopt a fee schedule for overweight vehicle permits. Motion was seconded by Steve Hess. Voice vote was taken; **motion carried unanimously.**
12. Motion was made by Steve Hess to accept the quote from Bolder Services, LLC for emergency replacement of the town hall's heating and cooling systems. Motion was seconded by Mike Terry. During discussion, Joe Rockett of Bolder Services informed the town board that he would not be able to fulfill the contract for 4-5 weeks; J.T. Pfaff of Pointon Heating & Air Conditioning, Inc. was asked when he would be able to replace the failing systems, to which he replied that he could fulfill the contract within two weeks. After discussion, voice vote was taken; **motion FAILED unanimously.** Motion was made by Steve Hess to accept the quote from Pointon Heating & Air Conditioning, Inc. for emergency replacement of the town hall's heating and cooling systems. Motion was seconded by Randy Puttkamer. Voice vote was taken; **motion carried unanimously.**
13. Discussion was held in regards to replacement of a culvert on Forest Drive after a recommendation for replacement was given following an inspection for the 6' – 20' Bridge Inspection Program. No new information to report.
14. Discussion was held in regards to approval for interested town officials to register for and attend a Fall Workshop from the Wisconsin Towns Association in Barneveld on Tuesday, September 9, 2025. After

discussion, supervisors Mike Terry and Bill Steinhorst, as well as clerk Morgan Olson, were all given permission to register for and attend the workshop.

15. Discussion was held in regards to approval for interested town officials to register for and attend the 2025 Wisconsin Towns Association Annual Convention in Wisconsin Dells on Sunday, October 12, 2025 – Tuesday, October 14, 2025. After discussion, clerk Morgan Olson and treasurer Mary Farrell-Stieve, as well as any town board supervisors that were interested but couldn't commit to attending the convention yet due to unknown schedules, were all given permission to register for and attend the convention.
16. Motion was made by Mike Terry to draft a letter to Sanitary Sewer District #1 Chairperson Howard Castle in regards to potential interest from a resident for appointment to the Sanitary Sewer District to fill the vacant seat of resigned term holder Steve Sinnott. Motion was seconded by Steve Hess. Voice vote was taken; **motion carried unanimously**.
17. Correspondence, communications, and committee reports were given.
 - Chairperson Bill Klemm: Public Works (*Town Highway & Building Projects*)
 - Supervisor Randy Puttkamer: Public Safety / Baraboo Area Fire & EMS District Liaison (*Town of Baraboo Representative*); Sauk County Land Resources & Extension Liaison (*Citizen Member – Farm Services Agency Representative*)
 - Supervisor Steve Hess: Conservation & Development (*Plan Commission*)
 - Supervisor Mike Terry: Public Expenses (*Recycling Center*); Great Sauk State Trail Liaison (*Town of Baraboo Representative*)
 - Supervisor Bill Steinhorst: General Government (*General Finances*)
 - Clerk Morgan Olson: Annexation Requests; Open Records Requests; Public Inquiries
 - Treasurer Mary Farrell-Stieve: Town's Reserved & Unreserved Funds; Park Commission
18. Motion was made by Steve Hess to approve the Treasurer's Detailed Transaction Report for July 2025. Motion was seconded by Bill Steinhorst. Voice vote was taken; **motion carried unanimously**.
19. Discussion was held in regards to approval of the Treasurer's Financial Institutions Report for the month of July 2025. Due to a miscommunication, treasurer Mary Farrell-Stieve was not ready to present the report to the town board. After discussion, the town board agreed to revisit the issue at the September 2025 town board meeting.
20. Motion was made by Steve Hess to approve the vouchers and checks as presented. Motion was seconded by Randy Puttkamer. Voice vote was taken; **motion carried unanimously**.
21. Motion was made by Randy Puttkamer to adjourn. Motion was seconded by Mike Terry. Voice vote was taken; **motion carried unanimously**. Meeting adjourned at 10:19 PM.

Minutes prepared by Morgan Keith Olson, Town Clerk