

TOWN OF BARABOO
Minutes of the Monthly Town Board Meeting
July 14, 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 Bill Steinhorst. 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 June 9, 2025. Motion was seconded by Randy Puttkamer. Voice vote was taken; **motion carried unanimously.**
6. Citizen's appearance; no citizens delivered a presentation.
7. Motion was made by Steve Hess to direct General Engineering Company to create a legal description of Pikes Peak Road using an Assessor's Plat. Motion was seconded by Bill Steinhorst. Voice vote was taken; **motion carried unanimously.**
8. Motion was made by Steve Hess to approve a Certified Survey Map application with a contingency to combine sections of three separate parcels from owner Michael Drohomysky on tax parcels 002-0014-00000 and 002-0018-00000 and parts of 002-0017-00000, located at S5009 State Road 113. The stated contingency is that the applicant must file a quit claim deed for the sections of 002-0017-00000 that the applicant acquired in order to meet setback requirements. Motion was seconded by Randy Puttkamer. Voice vote was taken; **motion carried unanimously.**
9. Discussion was held in regards to review of quotes from trash and recycling collection providers for curbside services of all residences in the town. The town board received one quote from Pellitteri Waste Systems, and expected quotes from other providers in the following weeks. After discussion, the town board decided to revisit the issue at the next town board meeting in order to receive additional quotes from other providers and to request more feedback from residents.
10. Motion was made by Steve Hess to approve the following applications for Retail Alcohol Beverage Licenses:

"CLASS B" INTOXICATING LIQUOR & FERMENTED MALT BEVERAGES	
NAME OF APPLICANT	Amber Giddings, agent for Baraboo Barnyard, LLC
ADDRESS OF APPLICANT	320 West Maple Street, Baraboo, WI 53913
LOCATION OF PREMISES	S5566 County Road DL, Baraboo, WI 53913
TRADE NAME OF PREMISES	Baraboo Barnyard

- Motion was seconded by Randy Puttkamer. Voice vote was taken; **motion carried unanimously.**
11. Discussion was held in regards to adoption of a fee schedule for overweight vehicle permits under Ch. 36, Subs. 36.08 of the Town of Baraboo Code of Ordinances. After discussion, the town board decided to revisit the issue at the next town board meeting in order to receive more feedback from residents.
 12. Discussion was held in regards to updates to the proposed developments on the south side of the City of Baraboo. No new information to report.
 13. Discussion was held in regards to review of quotes from heating and air conditioning installers for replacement of the town hall's current systems. The town board received two quotes from Pointon Heating & Air Conditioning, Inc. for two different configurations of heating and cooling systems. After discussion, the town board decided to revisit the issue at the next town board meeting in order to receive additional quotes from other providers.
 14. Motion was made by Randy Puttkamer to approve the town's attorney to pursue enforcement of penalties for violations of Chapter 5 "Manufactured Home Communities" of the Town of Baraboo Code of Ordinances, in accordance with Section 5.17 of said ordinance. Motion was seconded by Bill Steinhorst. Voice vote was taken; **motion carried unanimously.**

15. Motion was made by Steve Hess to adopt Resolution 2025-05 to appoint Bill Steinhorst as cosigner of Town of Baraboo financial documents. Motion was seconded by Randy Puttkamer. Roll call vote was taken; Bill Klemm – “Aye”, Randy Puttkamer – “Aye”, Steve Hess – “Aye”, Mike Terry – “Aye”, Bill Steinhorst – “Aye”. **Motion carried unanimously.**
16. Motion was made by Steve Hess to adopt Resolution 2025-06 to review and approve the treasurer to reinvest the town’s Certificates of Deposit and other investments at various financial institutions using the most advantageous interest rate to the town. Motion was seconded by Bill Steinhorst. Roll call vote was taken; Bill Klemm – “Aye”, Randy Puttkamer – “Aye”, Steve Hess – “Aye”, Mike Terry – “Aye”, Bill Steinhorst – “Aye”. **Motion carried unanimously.**
17. Discussion was held in regards to replacement of a culvert on Forest Drive after a recommendation to replace was given following an inspection for the 6’ – 20’ Bridge Inspection Program. After discussion, the town board tasked town clerk Morgan Olson with finding the water study prepared a few years ago by General Engineering Company in order to explore all options for fixing the issue.
18. Motion was made by Mike Terry to approve the purchase of a name brand 70” smart TV, TV stand, and professional installation from Walmart for presentations and general information purposes in the meeting area of the town hall. Motion was seconded by Bill Steinhorst. Voice vote was taken; **motion carried unanimously.**
19. Discussion was held in regards to appointment of a qualified resident to the Sanitary Sewer District to fill the vacant seat of resigned term holder Steve Sinnott. No new information to report.
20. 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
21. Motion was made by Steve Hess to approve the Treasurer’s Detailed Transaction Report for January – June 2025. Motion was seconded by Randy Puttkamer. Voice vote was taken; **motion carried unanimously.**
22. Motion was made by Steve Hess to approve the Treasurer’s Financial Institutions Report for the month of June 2025. Motion was seconded by Bill Steinhorst. Voice vote was taken; **motion carried unanimously.**
23. Motion was made by Steve Hess to approve the vouchers and checks as presented. Motion was seconded by Mike Terry. Voice vote was taken; **motion carried unanimously.**
24. Motion was made by Steve Hess to adjourn. Motion was seconded by Randy Puttkamer. Voice vote was taken; **motion carried unanimously.** Meeting adjourned at 9:50 PM.

Minutes prepared by Morgan Keith Olson, Town Clerk