

TOWN OF BARABOO
Minutes of the Monthly Town Board Meeting
February 10, 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, Paul Hasheider, and Mike Terry; 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 January 13, 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 Randy Puttkamer to draft an ordinance to post "No Parking" signs on Old Lake Road due to the narrow-paved surface with steep ditching along the road. Motion was seconded by Steve Hess. Voice vote was taken; **motion carried unanimously.**
8. Motion was made by Randy Puttkamer to approve a Variance Application to allow a residence that was mistakenly built into building set-backs to remain as-is from owner Gary Kowalke of Glacier View, Inc. on tax parcel 002-1170-31110, located at E11617 Pen-Marc Court. Motion was seconded by Steve Hess. Voice vote was taken; **motion carried unanimously.**
9. Discussion was held in regards to a memo from General Engineering Company regarding the condition of the unfinished section of Draper Street. After discussion, the town board decided to rediscuss the issue at the next regular town board meeting.
10. Motion was made by Steve Hess to schedule meetings with both the City of Baraboo to discuss proposed improvements to the Town Recycling Center and the Village of West Baraboo to discuss a potential agreement for town residents to use the village's brush site. Motion was seconded by Mike Terry. Voice vote was taken; **motion carried unanimously.** Additional motion was made by Steve Hess to return the liquid propane heater currently installed in the attendant's shack at the recycling center and to purchase a larger LP heater to replace it. Motion was seconded by Paul Hasheider. Voice vote was taken; **motion carried unanimously.**
11. Motion was made by Mike Terry to adopt a policy of posting the agenda for monthly plan commission and town board meetings no later than the Friday before the meetings. Motion was seconded by Randy Puttkamer. After discussion, the motion was amended by Mike Terry to add that the draft minutes of those meetings should be made available to the town board for review no later than the Thursday after the meeting; the amended motion was seconded by Randy Puttkamer. Voice vote was taken; **motion carried unanimously.**
12. 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.
13. 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*); Sauk County Land Resources & Environment Liaison (*Citizen Member – FSA Representative*)
 - Supervisor Steve Hess: Conservation & Development (*Plan Commission*)
 - Supervisor Paul Hasheider: Public Expenses (*Town Recycling Center*)
 - Supervisor Mike Terry: General Government (*Great Sauk State Trail*)
 - Clerk Morgan Olson: Elections; Open Records Requests; Public Inquiries
 - Treasurer Mary Farrell-Stieve: Tax Collections; Town Funds; Park Commission

14. Discussion was held in regards to approval of the Treasurer's Financial Report for the month of December 2024. After discussion, the treasurer's report was postponed to a special town board meeting to allow the treasurer to reconcile the ledger.
15. Discussion was held in regards to approval of the Treasurer's Financial Report for the month of January 2025. After discussion, the treasurer's report was postponed to a special town board meeting to allow the treasurer to reconcile the ledger.
16. Motion was made by Paul Hasheider to approve the vouchers and checks as presented. Motion was seconded by Steve Hess. Voice vote was taken; **motion carried unanimously**.
17. Motion was made by Paul Hasheider to adjourn. Motion was seconded by Bill Klemm. Voice vote was taken; **motion carried unanimously**. Meeting adjourned at 9:07 PM.

Minutes prepared by Morgan Keith Olson, Town Clerk

DRAFT