Town of Elba
Regular Monthly Town Board Meeting Minutes
Tuesday June 17, 2025, at 7:30pm

The regular monthly board meeting was called to order on Tuesday June 17, 2025, at 7:32 pm by Chairman Nate Pollnow. Supervisors Roger Parpart, Peter Larson, Treasurer Sandra Gosnell, and Clerk Lori Koenig-Fry were present. Ten (10) members of the public were also present.

The Pledge of Allegiance was recited.

Adopt Agenda: Motion by Supervisor Larson to adopt the agenda for Tuesday June 17, 2025, as presented. Seconded by Supervisor Parpart. All in favor. Motion carried.

Approval of Minutes: Motion by Supervisor Parpart to approve the Tuesday May 20, 2025, Regular Town Board meeting minutes as presented. Seconded by Supervisor Larson. All in favor. Motion carried.

Public Comment: Resident Brian Buzzell brought his concerns regarding the closing of CD Road to the Town Board, covering the timeline from June to August of 2024 when the topic was initially on the agenda, and was subsequently removed waiting on action by CCI. Resident Brian Buzzell then noted that to his horror he saw the addition of CCI expansion plans within the Township to the May 2025 agenda, the item was later removed as CCI was not ready to present to the Town Board. Resident Brian Buzzell stated that he reached out to the Town Chairman and was told that the road was going to be closed. Chairman Pollnow stated that tentatively it does look like the road will be closed, stating that there are some negotiations going on there, to look out for the safety of the residents in the area as well as the Towns' wellbeing. Resident Brian Buzzell stated that he does understand the safety, but with new information the safety factor is going to be greater than ever, stating that he is not happy with the evacuation route and does not feel comfortable traveling through neighbors' yards, feeling that it does not make any sense. Supervisor Parpart and Supervisor Larson stated that at this time they have no knowledge of CCI's plans. Chairman Pollnow stated that he has requested that CCI present a developer's agreement with the safety and evacuation plan included. Resident Brian Buzzell stated that he has no intention of selling the house and he is not happy at all with the plans, stating that he has hired an attorney, stating that he is not threatening the board but just making them aware. Chairman Pollnow thanked Mr. Buzzell for bringing his concerns to the Town Board so that they can take them into consideration during their future discussions with CCI.
Resident Jane Parpart wanted to thank the 4H Club Astico Perseverance for cleaning up the entrance of the Town Hall and adding the mulch.
Resident Rodney Stanton stated that he had one person visit the Garbage/Recycling center on Wednesday when he was on site, stating that he has concerns stating that the individual stated that they have been bringing their garbage out for 5 years and didn't know they had to pay. Requesting that the Town Board invest in larger more visible signs stating the hours and cost for Garbage/Recycling center. Chairman Pollnow stated that when he wrote up the procedures, he included that the attendants should greet residents and ask if they need assistance or need to purchase a card. Resident Pat O'Connor praised the kids working the site on Saturdays stating that they are always offering to assist with her garbage and are always very friendly and helpful. Resident John Moline stated that he agrees that the Town does need larger more visible signs. Chairman Pollnow requested that the sign discussion be added to the agenda for July.

Dodge County Sheriff's Report: None

Reports from Town Officials:
Town Clerk: Clerk Koenig-Fry presented an expense report showing disbursements in the amount of $10,431.28. The normal monthly expenses for utilities are shown. The payment to Frank Assessment Services LLC for the second installment for 2025 in the amount of $3,750.00 and the payment to Fiddlers Green for the May tree removal in the amount of $3,502.25. Motion by Supervisor Parpart to approve the expenses for June 17, 2025, as presented. Seconded by Supervisor Larson. All in favor. Motion carried.

Town Treasurer: Treasurer Gosnell presented the Treasurers report showing a beginning balance of $150, 844.96, deposits in the general account in the amount of $4,950.84, which includes interest, the recycling grant, Charter Trade Pay and garbage income. For an ending balance in the general account of $145,364.52. The Real Estate account has a beginning balance of $3,879.31, interest applied of $1.05, leaving an ending balance of $3,880.36 in the real estate account. The LGIP Accounts had total interest applied in the amount of $556.86, for an ending balance of $150,924.00. Supervisor Larson made a motion to approve the treasurer report of June 17, 2025, as presented. Seconded by Supervisor Parpart. All in favor. Motion carried.

Plan Commission Chairperson: Chairperson Parpart stated that the commission held a public hearing and meeting yesterday and provided a recommendation of approval for both minor land division requests and conditional use permits. The commission did also recommend approval for the Leisemann driveway permit application for Leisman Road without a culvert and the Valido driveway permit application for Breyer Road with stipulations that a 18x30 culvert with flares be installed and the ag driveway on the property be removed. Chairperson Parpart stated that after the meeting she did speak with Steve Black with Valido Homes and confirmed the stipulations and he confirmed that they will not be an issue, they also discussed the 1% grade reduction through the right-of-way per the driveway ordinance. Chairperson Parpart also spoke with the property owner, and they confirmed that the removal of the ag driveway was agreeable. Chairperson Parpart asked that if the building inspector information on the website could be updated, Clerk Koenig-Fry stated that she would get it updated as soon as possible. Chairperson Parpart stated that the public participation part of the comprehensive plan update is coming up and she e-mailed some questions to the attorney and is looking forward to a phone conversation with him to get some items ironed out; looking to have something scheduled either the end of July or beginning of August for the public participation portion.

County Board Supervisors: Steve Kauffeld: None, **John Kraus**: None

Elba Sanitary District #1: Clerk Koenig-Fry confirmed that the Sanitary District met before tonight's meeting, and they went over the CMAR, and they scheduled their next meeting before the Town Board meeting in August. Next Meeting is Schedule for August 19, 2025, at 7:00pm

Town Chairman Pollnow: Chairman Pollnow stated that the barrels came in and Karl with Fiddlers Green placed the barrels on the Anhauser Road Bridge as the County requested. Chairman Pollnow stated that we had our first Wednesday for the garbage/recycling center and only one person showed, but the volunteers were provided with a standard operating procedure. Chairman Pollnow also stated that the chip sealing of Tamarack and Metzger Court has already been completed and everything looks great.

Town Supervisor Parpart: Supervisor Parpart stated that he completed a personal road tour and will have some suggestions for later in the meeting.

Town Supervisor Larson: Supervisor Larson stated that the metal dumpster was picked up so the extra metal that was over the height of the dumpster just needs to be put in now.

Proposed Future Agenda Items: None

New Business:
Fee Schedule Ordinance: Clerk Koenig-Fry explained that the fee schedule is an Ordinance, and it cannot be amended and approved at the same meeting where it was initially discussed, that is why it is just a discussion tonight. Supervisor Larson stated that he reviewed the Columbia County website and is recommending updates to our fee scheduled based on them. 4'-8' Fluorescent Bulbs from $0.50 to $1.00 each, Couch/Soft from $18.00 to $20.00, Chair from $9.00 to $10.00, Mattress/Box Spring from $8.00 to $10.00, Sink from $5.00 to $7.00, Toilet from $7.00 to $8.00, remove Computer Monitor and include it with TV 32" or larger for $30.00, and add Business Copy Machine $50.00. Clerk Koenig-Fry mentioned that the garbage per bag and punch card per bag will also be updated based on the resolution that was approved at the annual town meeting. The board also asked that the word "any" be added to Freon Appliances.

Additional Road Bid Projects: Supervisor Parpart stated that he completed a personal road tour and reached out to a contractor to see what an estimate would be to complete a 2" overlay on 4195 feet of Duffy Road or 2825 feet of Tri-County Road to give the board an opportunity to make an informed decision. Supervisor Parpart stated that another option would be to find 2-3 miles of chip sealing that could be completed; proposing S Frank Road and Poser Road (after the crack filling has been completed). Chairman Pollnow stated that in looking to the future we are going to have to cut and patch the bridge on Anhauser Road and in talking with the Town of Calamus and Town of Lowell they are looking at a full replacement of Meadow Road in the next two to three years and they would like all three towns to come together and replace the culvert and the road together all at once. The board discussed their options in detail. Supervisor Parpart made a motion for himself and the Clerk to contact Northeast Asphalt to get the engineering and bid documents a 2" overlay for 4195 feet of Duffy Road from Pergande Road to Tri County Road with shouldering. Seconded by Supervisor Larson. All in favor. Motion carried. Supervisor Larson asked if the board would consider sending out a second bid for Chip Sealing, in case the Duffy Road bid comes back to high. Supervisor Larson suggested that a chip sealing bid for Frank Road from Martins Driveway to Tamarack Road and Poser Road from 73 to Old 73, after the crack filling is completed. Supervisor Parpart made a motion to send out a bid for Chip Sealing of Poser Road from 73 to Old 73 and for Frank Road from Martin's Driveway to Tamarack Road. Seconded by Supervisor Larson. All in favor. Motion carried.

Temkin Junkyard License: Clerk Koenig-Fry advised the board that the renewal application and fee has been received, and everything appears to be in line, recommended that the board approve the renewal of the Junkyard License. Supervisor Parpart made a motion to approve the renewal of the Temkin Junkyard License. Seconded by Supervisor Larson. All in favor. Motion carried.

Haberman Junk Car License: Clerk Koenig-Fry advised the board that she has not received the renewal application and fee from Mr. Haberman for the Junk Car License, recommended that the board postpone until next month. Supervisor Parpart make a motion to postpone the renewal of the Junk Car License for David Haberman. Seconded by Supervisor Larson. All in favor. Motion carried.

Vintage Fields Liquor License: Clerk Koenig-Fry advised the board that the renewal application and fee has been received, and everything appears to be in line, recommended that the board approve the renewal of the Combination Class B Liquor/Beer License for Vintage Fields. Supervisor Larson made a motion to approve the renewal of the Combination Class B Liquor/Beer License for Vintage Fields. Seconded by Supervisor Parpart. All in favor. Motion carried.

The Old Rock Liquor License: Clerk Koenig-Fry advised the board that the renewal application and fee has been received, and everything appears to be in line, recommended that the board approve the renewal of the Combination Class B Liquor/Beer License for The Old Rock. Supervisor Larson made a motion to approve the renewal of the Combination Class B Liquor/Beer License for The Old Rock. Seconded by Supervisor Parpart. All in favor. Motion carried.

Columbus Sportsman Association Liquor License: Clerk Koenig-Fry notified the board that the Columbus Sportsman Association has requested a Combination Class B Liquor/Beer License, which is a change from previous years. The Sportsman Association is looking to potentially rent out their venue in the future and feels that having a liquor license will assist with the rental. Clerk Koenig-Fry advised the board that the application and fee has been received, and everything appears to be in line, recommended that the board approve the issuance of the Combination Class B Liquor/Beer License for Columbus Sportsman Association, with the same stipulations of live/jukebox music as the other two venues. Supervisor Larson made a motion to approve the renewal of the Combination Class B Liquor/Beer License for Columbus Sportsman Association. Seconded by Supervisor Parpart. All in favor. Motion carried.

Operators Licenses: Clerk Koenig-Fry advised the board that all of the renewal applications and new applications have been reviewed and none of the applicants have anything on their record that would not allow them to be granted an Operator's License, all fees has been received, and all training has been completed, recommended that the board approve the renewal Operator's Licenses for Larry Haseman, Bridget Carter, DuWayne Kuenzi, Edward Stehling, Timothy Rockwell Jr, Jessica Helmer, Katelyn Geiger, Courtney Schmidt, Olivia Voelker, Nichole Marks, James Frankenstein, Cheryl Besaw, Jackie Smith, Pamela Rake, Jacqueline Bohrmueller and New Operator's License for Aspen Hensler, Raymond Bell, Kristie MacNabb, and Allison Buxton. Supervisor Larson made a motion to approve the renewal Operator's Licenses for Larry Haseman, Bridget Carter, DuWayne Kuenzi, Edward Stehling, Timothy Rockwell Jr, Jessica Helmer, Katelyn Geiger, Courtney Schmidt, Olivia Voelker, Nichole Marks, James Frankenstein, Cheryl Besaw, Jackie Smith, Pamela Rake, Jacqueline Bohrmueller and New Operator's License for Aspen Hensler, Raymond Bell, Kristie MacNabb, and Allison Buxton. Seconded by Supervisor Parpart. All in favor. Motion carried.

Leisemann Minor Land Division: Clerk Koenig-Fry advised the board that the Plan Commission reviewed the Minor Land Division request and voted to provide an approval recommendation to the Town Board. Supervisor Parpart made a motion that the Town Board recommend approval to Dodge County regarding the minor land division request received from Dodge County on behalf of Larry Leisemann requesting to create one (1) 4.22-acre single family residential lot, located along the west side of Leismann Road in part of NW 1/4 of the SE 1/4, Section 24, in the Town of Elba; Town of Elba Parcel #014-1013-2442-000. Seconded by Supervisor Larson. All in favor. Motion carried.

Leisemann Conditional Use Permit: Clerk Koenig-Fry advised the board that the Plan Commission reviewed the Conditional Use Permit request and voted to provide an approval recommendation to the Town Board. Supervisor Parpart made a motion that the Town Board recommend approval to Dodge County regarding the conditional use permit request received from Dodge County on behalf of Larry Leisemann requesting to create one (1) 4.22-acre nonfarm single family residential lot within the A-1 prime agricultural zoning district; the property is located in part of NW 1/4 of the SE 1/4, Section 24, in the Town of Elba, Dodge County, Wisconsin. Seconded by Supervisor Larson. All in favor. Motion carried.

Leisemann Driveway Permit Application: Clerk Koenig-Fry advised the board that the Plan Commission reviewed the Driveway Permit Application request and voted to provide an approval recommendation to the Town Board without a culvert. Supervisor Larson made a motion to approve the Driveway Permit Application received from Larry Leisemann for Leismann Road, the driveway will not require a culvert. Seconded by Supervisor Parpart. All in favor. Motion carried.

Ehrke Minor Land Division: Clerk Koenig-Fry advised the board that the Plan Commission reviewed the Minor Land Division request and voted to provide an approval recommendation to the Town Board. Supervisor Parpart made a motion that the Town Board recommend approval to Dodge County on the minor land division request received from Dodge County on behalf of Thomas & Lori Ehrke requesting to create one (1) residential building lot approximately 2.5 acres, located along the east side of County Road BB in part of the NE 1/4 of the NE 1/4, Section 26, in the Town of Elba; parcel #014-1013-2611-000. Seconded by Supervisor Larson. All in favor. Motion carried.

Ehrke Conditional Use Permit: Clerk Koenig-Fry advised the board that the Plan Commission reviewed the Conditional Use Permit request and voted to provide an approval recommendation to the Town Board. Supervisor Parpart made a motion that the Town Board recommend approval to Dodge County on the conditional use permit request received from Dodge County on behalf of Thomas & Lori Ehrke requesting to create one (1) residential building lot approximately 2.5-acre nonfarm single family residential lot within the A-1 prime agricultural zoning district; the property is located in part of the NE 1/4 of the NE 1/4, Section 26, in the Town of Elba, Dodge County, Wisconsin. Seconded by Supervisor Larson. All in favor. Motion carried.

Valido Homes Driveway Permit Application: Clerk Koenig-Fry advised the board that the Plan Commission reviewed the Driveway Permit Application request and voted to provide an approval recommendation to the Town Board with two stipulations that the entrance of the driveway be 30-feet wide, with a 18x30 culvert with flares be installed, and that the ag driveway located on the property be removed. Supervisor Larson made a motion to approve the Driveway Permit Application from Valido Homes for W10655 Breyer Road with the following two stipulations, that the entrance of the driveway be 30-feet wide, with a 18x30 culvert with flares be installed, and that the ag driveway located on the property be removed. Seconded by Supervisor Parpart. All in favor. Motion carried.

Unfinished Business:
Town Shed Rental: Chairman Pollnow stated that he did not have an opportunity to contact the renter or tour the shed, asking that the Town Board postpone for another month. Supervisor Larson made a motion to postpone the discussion to increase monthly rental fee for the Town of Elba shed until July. Supervisor Parpart seconded. All in favor. Motion carried.

Clerk/Treasurer's Salaries for 2027 Term: Chairman Pollnow contact the Town of Columbus and learned that the Town Clerk makes $14,000 and the Town Treasurer makes $7,000. The Town of Calamus is a Clerk/Treasurer, and she makes $33,000 and keeps office hours two days a week. The Town of Lowell advised Chairman Pollnow that they sent the information over to the Clerk. Clerk Koenig-Fry advised the board that she reached out to all the Town Clerks and Treasurers in Dodge County and provided them with the spreadsheet of the findings. Supervisor Larson made a motion to postpone the Clerk and Treasurers salaries for the 2027 term until June 2026. Supervisor Parpart seconded. All in favor. Motion carried.

Correspondence: Clerk Koenig-Fry reviewed the packet that was sent to the board, which included the permit report from Dodge County. E-mails received after the packet was e-mailed, election equipment maintenance – the clerk will drop off the election equipment at dodge county, multiple WTA opportunities, the Wisconsin DOT road certification request and grant opportunities, Sunlight Reports sent an open records request – requesting that all future agendas be sent to them, Clerk Koenig-Fry advised the board that the nomination paper process will be different for the next term as the email outlining the process changes effective July 1, 2025, and Dodge County send over the land use permit for Bruce Olson and Lori Cedarwall, as well as a small business energy saving program – Rodney Stanton requested that the Clerk forward to him. Clerk Koenig-Fry stated as always, all the communication is available to be e-mailed or viewed in the Clerk's office.

Adjourn: Motion by Supervisor Larson to adjourn. Seconded by Supervisor Parpart. All in favor. Motion carried. Meeting adjourned at 8:50 pm

Nathan Pollnow — Roger Parpart — Nate

Pollnow, Chairman | Roger Parpart, Supervisor 1 | Peter Larson, Supervisor 2

Prepared By: Lori Koenig-Fry, Town Clerk

Note: These DRAFT minutes are subject to approval at the July 15, 2025, Town Board meeting.