



DRAFT

634 State Road 19 PO Box 37, Marshall, WI 53559
www.townofmedina.org

MEETING MINUTES FOR TOWN OF MEDINA BOARD of Supervisors
Meeting
Wednesday March 12, 2025
Monthly Meeting Minutes

The monthly meeting for the Town of Medina Board of Supervisors was called to order by Chairman Todd Weinberger at 6:00 pm.

The Pledge of Allegiance was recited.

Present were Chairman Todd Weinberger, Supervisor Phillip Braithwaite, Supervisor John Ward, Supervisor Sue Zingshiem and Supervisor John Hellenbrand. Also present: Clerk/Treasurer Stephanie Lulling, Rochelle Chadwick, Lukasz Lywza (left at 6:52 pm), Kim Kohler (left at 6:50), James Hellenbrand, Steve Nampel, Mike Monger from Trek (left at 6:25), Debbie Frigo (left at 6:26), David Horstmeyer, Patrolman Randy Krause, John Lutz, Jeremy Laufenberg arrived at 6:32 pm and left at 6:52 p.m., Dan Grady arrived at 6:50 p.m. and left at 7:11), Jim Stuntebeck, Ron Hanko

Town Board Meeting Posted: Monday March 10th, 2025; Town Hall, Whisper's Roadhouse, Barrel Inn, and Townofmedina.wi.gov

Public Appearances: Mike Monger-Trek, May 3rd will have an event of 3 days of road bike racing- Special Event permit submitted-start of race and end will be on McKay Way-Dane County will have traffic control and a police escort of the bike group- 2 races and the first will start at 9 am, it could be a possibility to avoid Missouri Road entirely and go down Tower Line Road, Each intersection would be closed approximately 7-10 minutes possibly 6 times during the day-Packets will be going out to residents as soon as possible, No camping at the Trek property for this event, Special Meeting will be called for a vote, Dan Grady made a presentation of the referendum information that will be on the April 1st election- roof repairs, windows needed, include safety upgrades that include an exit door on the ELC and switch out the office and therapy rooms

Correspondence for the Board: Dane County Road-Stream crossing email discusses with Lukasz and forwarded to him to look into.

Approve the meeting minutes from February 12th, 2025, meeting: Motion made by Supervisor John Ward to approve February 12th, 2025, meeting minutes, motion was seconded by Supervisor Sue Zingshiem. Motion passed 5/0.



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Road Grants and Updates- Lukasz Lywza: Lukasz will be bringing bids in April for the Box Elder Road as prices are dropping, County Bridge Aid is due, County LRIP will need to be submitted by September 30th, 2025, possible collapsing culvert at end of Tower Line, 10 year road plan will need to be updated, financing should be looked into by August/September, UW extension has a WISLR training-GEC does the training also at an hourly rate, all the Box Elder bids will be shown to the board, start date on Box Elder-late summer, duration will depend on aluminum culvert supply, boring under the roadway should require a carrier pipe and previously required a culvert for the pipe to run through and will require a plan, treat it like a utility -require a contract, tracer wire, tracer wire boxes for diggers hotline to locate, deep enough for heat tape, Jeremy Laufenberg was present and advised that they would go 6 feet down

Road Projects: discussed in Lukasz's portion.

Van Holten's and Acosta Driveway Permit Refund: Motion made by John Hellenbrand to approve the Van Holten's driveway refund; motion was seconded by Supervisor John Ward. Motion passed 5/0. Motion made by Supervisor Sue Zingshiem to approve the Acosta driveway refund; Motion was seconded by Supervisor Phillip Braithwaite. Motion passed 5/0.

Marshall Fire Services Agreement: Chairman Todd Weinberger will take to the Town Attorney to look over.

Employee handbook, comp, vacation and insurance: Chairman Todd Weinberger went over changed made to the Employee handbook, deferred compensation is a consideration, Chairman Todd Weinberger has volunteered to be the Human Resources person as far as benefits, insurance, retirement etc, and issues, waiting to formally approve the Employee Handbook until the April meeting with the possibility of changes.

Approve monthly checks: Motion made by Supervisor John Ward to approve the monthly checks, Motion was seconded by Supervisor John Hellenbrand. Motion passed 5/0.

Planning Commission Updates: None currently.

Appoint an individual to the Planning Commission: Motion made by John Hellenbrand to approve John Lutz to the appointment to the Planning Commission, Motion was seconded by Supervisor John Ward. Motion passed 4/0. Chairman Todd Weinberger abstained. John lutz introduced himself.



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Adams Columbia Consent Form: Adams Columbia Electric has lines on Clarkson Road in the Town of York, agreement was signed.

Boring under the roadway: Tabled until an agreement is received from the Town Attorney.

Boom Mower loan out contract: Tabled until the agreement is received from the Town Attorney.

Highway Report: Updates given by Patrolman Randy Krause, salt agreement came without a price, 290 tons and 58 tons on reserve, bids on cold storage shed at farm, Napa filter sale, 70 hours on the boom mower, Oak Park and Langer Road getting worked on, Steve the Tree Trimmer will be working on Ridge Road and parts of Oak Park, flooding on Berlin Road, pothole patching, brush pile burned down,

ARPA funds designation: \$101,529.66 needs to be designated. Motion made by Supervisor John Hellenbrand to allocate the ARPA funds to the Box Elder Road project, Motion was seconded by John Ward. Motion passed 5/0.

EMS and Fire Commission Reports: Updates given by Supervisor John Hellenbrand.

Clerk/Treasurer Report: Updates given by Clerk/Treasurer Stephanie Lulling. Absentee ballots mailed out for the Spring Election, Election information updated in WisVote, All LRIP projects completed, and funds received, newest Comprehensive Plan added to website, Act 235 webinar completed

Future Meeting Information: April meeting-Road Boring, Boom mower agreement, Fire Service Agreement, Employee Handbook updated, Board of review training, Special Meeting regarding Trek, culverts, website corrections

Convene Into Closed Session: Motion made by Chairman Todd Weinberger to go into closed session at 8:23 p.m., Motion was seconded by John Ward. Motion passed 5/0.

Reconvene to Open Session: Motion made by John Ward to reconvene into open session, motion was seconded by Supervisor Sue Zingsheim. Motion passed 5/0.

Action from Closed Session: No action currently.

Adjournment: Motion made by John Hellenbrand to adjourn the meeting at 8:30 pm, Chairman Weinberger adjourned the meeting at 8:30p.m.



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Respectfully Submitted on March 12th, 2025, by Stephanie B. Lulling Town of Medina
Clerk/Treasurer