

**MINUTES
TOWN OF PLOVER BOARD MEETING
NOVEMBER 19, 2025**

1. CALL TO ORDER:

Chairman Garbe called the meeting of the Town of Plover Town Board to order at 6:09 PM with the Pledge of Allegiance. Also present were Supervisors Firkus, Pingel, and Tuttle; Clerk/Treasurer Weller; Superintendent of Highways William Honaker; resident Priscilla Garbe; resident and Plover Area Convention and Visitors Bureau Board of Directors President Christopher Brooks; and Plover Area Convention and Visitors Bureau Executive Director Malorie Paine. Supervisor Bentley was excused.

2. CORRESPONDENCE AND COMMUNICATIONS:

No correspondence or communications were presented.

3. PUBLIC COMMENTS:

There were no public comments.

4. HIGHWAY SUPERINTENDENT REPORT AND AUTHORIZATION FOR PURCHASES:

Superintendent of Highways William Honaker asked about the status of bridge repairs on Biron Drive East, questioned whether plow trucks could safely cross the bridge, and was advised to continue plowing the road as usual. He reported on garbage and tires dumped on roads, delivery of a load of sand to mix with road salt, trees leaning over Biron Drive East, interest in additional roadside brushing, a lack of updates on the Buena Vista Drive project, and upcoming road patching on Shady Drive.

5. APPROVAL OF 2026 BUDGET:

Supervisor Pingel made the motion to approve the 2026 budget as presented, Supervisor Firkus seconded, the question was called, and the motion carried unanimously.

6. AUDIT OF SUPER 8 MOTEL RECEIPTS FOR ROOM TAX:

On behalf of the Plover Area Convention and Visitors Bureau, Board of Directors President Christopher Brooks and Executive Director Malorie Paine shared concerns about the steady decline of room tax receipts of Super 8 while room tax receipts of other hotels in the area have increased, noted the high percentage of nontaxable long-term stays, and asked the Town of Plover to request and review at least one year of Super 8 supporting documentation to verify the accuracy of room tax reporting. Wisconsin Statutes and the Town of Plover Room Tax Ordinance substantiate the Town of Plover's authority to audit room tax records. Clerk/Treasurer Weller and Executive Director Malorie Paine will contact the Wisconsin Department of Revenue regarding procedures and coordinate the examination accordingly.

Supervisor Pingel made the motion to authorize the request for information to proceed with an audit of Super 8 room tax receipts. Supervisor Tuttle seconded the motion, the question was called, and the motion carried unanimously.

Board members and Plover Area Convention and Visitors Bureau representatives discussed updating the Intergovernmental Cooperation Agreement relating to joint tourism efforts with the Village of Plover so that it reflects the actual room tax collection process.

- 7. MINUTES OF TOWN BOARD MEETINGS AND ANY OTHER MINUTES TO BE PRESENTED:**
Supervisor Pingel made the motion to approve the minutes of the September 17, 2025, town board meeting as presented. Supervisor Firkus seconded the motion, the question was called, and the motion carried unanimously.
- 8. RECONCILED BANK STATEMENTS AND CASH SUMMARY:**
- **RECONCILED BANK STATEMENTS OF OCTOBER 31, 2025:**
Clerk/Treasurer Weller previously distributed copies of the October Local Government Investment Pool (LGIP) statement and reconciliation to board members. The LGIP committed and uncommitted accounts reconciled at a total of \$1,114,685.62 on October 31, 2025.
Supervisor Pingel made the motion to approve the LGIP statement reconciliation as presented, Supervisor Tuttle seconded, the question was called, and the motion carried unanimously.
 - **CASH SUMMARY:**
This item will appear on the next town board meeting agenda.
- 9. BUDGET ADJUSTMENTS:**
There were no budget adjustments presented.
- 10. APPROVAL OF VOUCHERS FOR PAYMENT, SIGNING OF VOUCHER LIST, AND AUTHORIZATION OF TRANSFER OF FUNDS:**
Supervisor Pingel made the motion to approve the payment of \$26,741.93 to cover Checks 28052 through 28066 and electronic funds transfers EFT093Q25, EFTSW0925, and EFTETF0925.
Supervisor Tuttle seconded the motion, the question was called, and the motion carried unanimously.
- 11. FUTURE MEETING DATES AND AGENDA ITEMS:**
The next regular town board meetings are scheduled for December 10 and December 30 at 6:00 PM. Future agendas will include election inspector appointments, technology upgrades, 2026 wage rates and projected employee hours, and road weight limiting for grant opportunities.
- 12. ADJOURNMENT:**
Supervisor Pingel made the motion to adjourn the meeting at 7:06 PM, Supervisor Tuttle seconded, the question was called, and the motion carried unanimously.

Respectfully Submitted By:
Patricia Weller, Clerk/Treasurer
Approved: 01/21/26