DRAFT MINUTES
TOWN OF PLOVER BOARD MEETING
OCTOBER 6, 2026

1. **CALL TO ORDER:**
   Chairman Garbe called the meeting of the Town of Plover Town Board to order at 6:00 PM. Also present were Supervisors Bentley and Pavelski; Clerk/Treasurer Weller; Superintendent of Highways William Honaker; Town of Plover residents Priscilla Garbe, Theresa Lasota, Jennifer Marquette, Rodney Marquette, and Michael Schoenholz; James Hopp of Best Excavating & Trucking, LLC, and Dexter Kaetterhenry of Gremmer & Associates, Inc. Supervisor Firkus was absent.

2. **CORRESPONDENCE AND COMMUNICATIONS:**
   Chairman Garbe reported on the cross crack dip leveling project, salt shed registration with the State of Wisconsin Department of Transportation, and a guaranteed early fill road salt order. Supervisor Bentley mentioned the State Highway 54 reconstruction between Interstate 39 and Maple Drive scheduled for 2027, third quarter building permits, and other local municipal building inspector updates.

3. **PUBLIC COMMENTS:**
   Town of Plover business owner James Hopp asked for confirmation that his new commercial structure doesn't require any permits from the Town and for permission to clean up chip sealing aggregate on Boston Drive; he also informed board members of the need to find another vendor for sand delivery for the upcoming winter season. Chairman Garbe offered to follow up with Scott Construction, Inc., about the possibility of sweeping up the loose chips.

4. **REPORT FROM PLAN COMMISSION CHAIR REGARDING SPECIAL EXCEPTION REQUESTS:**
   Town of Plover Plan Commission Chairman and Town Board Supervisor Eugene Pavelski shared the Plan Commission's September 23 unanimous recommendation to approve the special exception requests by Rodney and Jennifer Marquette to construct a shed on Parcel 030230727:06.06 which exceeds the maximum accessory building size of 3,200 square feet and exceeds the maximum accessory building height of twenty feet in the R1 - Rural and Urban Fringe Residence Zoning District, subject to four conditions proposed by Portage County Planning and Zoning staff.

5. **SPECIAL EXCEPTION REQUESTS OF RODNEY AND JENNIFER MARQUETTE – PARCEL 030230727:06.06 LOCATED ON BIRON DRIVE EAST:**
   Board members and meeting attendees discussed the shed designed to be 3,744 square feet in size and twenty-three feet in height. Supervisor Bentley voiced concerns about the structure being converted into a second dwelling on the parcel. Property owner Rodney Marquette noted that he has no intention of ever using it for living space although it is replacing an already livable existing old cottage, he is willing to change plans if necessary, and a lot split could legally accommodate two dwellings. Chairman Garbe indicated that Portage County Planning and Zoning staff will address the issue by imposing the restriction that the building can't be used as a dwelling or for commercial purposes unless authorized by additional approvals or current ordinance standards.

   Supervisor Pavelski made the motion to approve the special exception requests by Rodney and Jennifer Marquette to construct a shed at 1590 Biron Drive East on Parcel 030230727:06.06 which exceeds the maximum accessory building size of 3,200 square feet and exceeds the maximum accessory building height of twenty feet in the R1 - Rural and Urban Fringe Residence Zoning

District, as recommended by the Town of Plover Plan Commission. Chairman Garbe seconded the motion, the question was called, and the motion failed in a tie roll call vote. Supervisor Pavelski voted for the motion, Supervisor Bentley voted against the motion, and Chairman Garbe abstained.

6. **GREMMER & ASSOCIATES, INC., PRESENTATION REGARDING ENGINEERING SERVICES FOR LSSIP GRANT PROJECT (BIRON DRIVE EAST BRIDGE) INCLUDING POSSIBLE ENGAGEMENT OF SERVICES:**
   Engineer Dexter Kaetterhenry, Vice President of Gremmer & Associates, Inc., provided information and answered questions about the various project phases and related costs, selection of a construction option and coordination with several agencies and organizations for approvals after completion of hydrologic and hydraulic analysis, anticipated scheduling, Town responsibilities, and assumptions pertaining to the scope of work.

   Supervisor Bentley made the motion to accept the Gremmer & Associates, Inc., Agreement for Engineering Services for the replacement of the bridge over Crooked Rift Creek on Biron Drive East. Supervisor Pavelski seconded the motion, the question was called, and the motion carried unanimously in a roll call vote.

7. **HIGHWAY SUPERINTENDENT REPORT AND AUTHORIZATION FOR PURCHASES:**
   Superintendent of Highways William Honaker reported on a guardrail repair, heavy truck traffic using Town of Plover roads, vehicles running a stop sign, the Kennedy Avenue project and nearby natural gas pipeline construction, plow truck maintenance, sign installation, garbage and tires dumped on roads, conditions of gravel roads, and the shop generator needing service. Supervisor Bentely supplied Superintendent of Highways William Honaker with literature he gathered at the Wisconsin Towns Association annual convention. Chairman Garbe mentioned an upcoming chainsaw safety class, availability of a snow plow training obstacle course, Wood County handling the striping of the recently resurfaced roughly three-tenths-mile section of the former Wood County Highway U (80th Street) covered by the 2019 jurisdictional transfer agreement, pending paperwork for the jurisdictional transfer of the roughly nine-tenths-mile section of the former Wood County Highway U (80th Street) between North Biron Drive and State Highway 54, and painting of pavement markings at railroad crossings.

8. **WAIVER OF DRIVEWAY ORDINANCE REQUIREMENTS FOR THE PORTAGE COUNTY LAW ENFORCEMENT CENTER:**
   Chairman Garbe offered background on the Town of Plover Driveway Construction Permit Application received for the Portage County Law Enforcement Center, noting that the distance between two proposed driveways is less than allowed by ordinance and suggesting a waiver of the fee.

   Chairman Garbe made the motion to approve the Town of Plover Driveway Construction Permit Application as submitted and to waive the fee, Supervisor Pavelski seconded, the question was called, and the motion carried unanimously.

9. **PERSONNEL POLICY AMENDMENT TO CONSIDER GUARANTEED HOURS FOR SNOW PLOW DRIVERS:**
   There was discussion but no action.

10. **PERSONNEL POLICY – CONSIDERATION OF WAGE RATES FOR EMPLOYEES:**
    There was discussion but no action.

11. **CONSIDERATION OF BY-LAWS FOR THE PORTAGE COUNTY UNIT OF WISCONSIN TOWNS ASSOCIATION:**
    Supervisor Bentley made the motion to support the By-Laws for the Portage County Unit of Wisconsin Towns Association as written, Supervisor Pavelski seconded, the question was called, and the motion carried unanimously.

12. **MINUTES OF TOWN BOARD MEETINGS AND ANY OTHER MINUTES TO BE PRESENTED:**
    Supervisor Pavelski made the motion to approve the minutes of the September 22, 2026, town board meeting as presented. Supervisor Bentley seconded the motion, the question was called, and the motion carried unanimously.

13. **RECONCILED BANK STATEMENTS AND CASH SUMMARY:**
    - **RECONCILED BANK STATEMENTS OF SEPTEMBER 30, 2026:**
      The Portage County Bank NOW checking account reconciled at $17,818.53 on September 30, 2026. **Supervisor Bentley made the motion to approve the Portage County Bank statement reconciliation as presented, Supervisor Pavelski seconded, the question was called, and the motion carried unanimously.**

    - **CASH SUMMARY AS OF OCTOBER 5, 2026, AT 5:30 PM:**
      Town of Plover cash totaled $1,321,616.23 consisting of $225,367.39 committed funds and $1,096,248.84 uncommitted funds. **Supervisor Bentley made the motion to approve the cash summary as presented, Supervisor Pavelski seconded, the question was called, and the motion carried unanimously.**

14. **BUDGET ADJUSTMENTS:**
    There were no budget adjustments presented.

15. **APPROVAL OF VOUCHERS FOR PAYMENT, SIGNING OF VOUCHER LIST, AND AUTHORIZATION OF TRANSFER OF FUNDS:**
    Supervisor Bentley made the motion to approve the payment of $10,624.62 to cover Checks 28528 through 28548 and electronic funds transfers EFTSW0826 and EFTETF0826. Supervisor Pavelski seconded the motion, the question was called, and the motion carried unanimously.

16. **FUTURE MEETING DATES AND AGENDA ITEMS:**
    The next regular town board meetings are scheduled for Tuesday, October 20, and Tuesday, November 10, at 6:00 PM. The next agenda will include 2027 budgeting and consideration of tax bill inserts. The budget hearing, the special town meeting to approve the tax levy, and another regular town board meeting will be held on November 24.

17. **ADJOURNMENT:**
    Supervisor Pavelski made the motion to adjourn the meeting at 8:27 PM, Supervisor Bentley seconded, the question was called, and the motion carried unanimously.

Respectfully Submitted By:
Patricia Weller, Clerk/Treasurer
Approved: