

**Town of Somerset
Transportation & Facilities Committee
Meeting Minutes
Tuesday, February 4, 2025
9:00 a.m. at the Town Hall**

* A quorum of the Town Board may be present

Call to Order & Roll Call: Chair Schachtner called the meeting to order at 9:00 a.m. Present were Witzmann, Demulling, Schachtner, Neumann and Hoheisel.

Approval of Agenda: *Motion by Demulling, seconded by Witzmann to approve the agenda. Motion carried.*

Public Input: None.

Approval of Previous Meeting Minutes: *Motion by Demulling, seconded by Witzmann to approve the January 7, 2025, meeting minutes. Motion carried.*

New Business-Jake Pannemann Wolter Inc.-Generac Generator Discussion & Consideration: Discussion on acquiring a generator for Town Hall and Shop. Pannemann stated the generators are made in Wisconsin and you would need four liters. Pannemann will submit a quote.

Registration & Attendance at WTA Spring Road School April 21-23 in WI Dells: Hoheisel, Witzman and Demulling will attend.

New Flagpole(s) at Town Hall – Discuss & Consider: Discussion on getting two flag poles-one American flag and one Wisconsin flag. *Motion by Witzmann, seconded by to approve two new flag poles. 1-25' with wind speed 168 Sentry model \$2790 plus installation and 1-30' with wind speed of 110 Sentry model \$3345 at the Town Hall and installation by American Flagpole & Flag Company/Matt Knowlan-Lake Elmo, MN. Motion carried.*

Parnell Prairie Preserve Flagpole & Electrical-Discuss & Consider: *Motion by Witzmann, seconded by Demulling to approve a new flagpole from Menards and installation by Town road employees at Parnell Prairie Preserve and install electricity to the flagpole and shelter from Neo Electrical and St. Croix Electric Coop with all costs out the Park Savings Fund. Motion carried.*

Parnell Prairie Preserve Shelter Reservation Request/Process & Consideration of a Fee: *Consensus is to adopt a PPP Shelter reservation page on Hey Gov and to charge a \$50 reservation fee. Motion carried.*

Town Hall Front Parking Lot/Concrete-Consider Options & Quotes: *Motion by Demulling, seconded by Witzmann to recommend approval of the Stuntz Concrete low quote with narrowing the concrete strip to 24'-26' strip along the front of the building. Motion carried.*

Town Hall Front Door Entrance Gutter-Consider Option/Quote *Consensus to approve DJ Gutters quote of \$150 for a gutter extension over main entrance door and \$561 over back asphalt truck parking spot.*

Consideration to Approve Motion Lights in Fire Hall: Germain requested Town install motion detectors in Fire Hall. Discussion.

Consideration of a 5-Year Copier Lease with Metro Sales: *Motion by Witzmann, seconded by Demulling to approve the 5-Year Lease of Ricoh IM C2510 with black and white copy charges included at \$208.09/month and color copies being added into the charges at a rate of .078/each. Motion carried.*

Discussion & Consideration of Contract for Town Engineer Master Services Contract with Jewell

Associates/Scott Whitsett: *Motion by Demulling, seconded by Witzmann to recommend approval of the Town Engineer Master Services Contract with Jewell Associates/Scott Whitsett expiring Dec. 31, 2025, unless an extension is mutually agreed upon. Motion carried.*

205th Ave. Soil Borings-Decision on MSA Staking Areas & Doing Soil Borings While Surveying Four Driveways: Discussion.

Old Business-205th Ave. Update & Next Steps Report & Issues from Jewell Associates: Lindsay Severson requested new survey on four driveways so right-of-way acquisition can continue based upon resident's comments. MSA will perform the surveying.

Equipment Update: New front tires on John Deere 7220 tractor. Witzmann left at 11:15 a.m.

Consideration of Seal Coating-Bid for Hot Oil or Hire St. Croix County Hwy. Dept. & Specifics:

Discussion on number of miles, budget, and hot and cold oil sealcoating. *Motion by Demulling, seconded by Schachtner to recommend advertising for sealed bids hot oil sealcoating of ten miles of road with deadline to submit bids Tuesday, March 4 at 9 am to be opened and read aloud at the Transportation & Facilities Committee meeting and to be considered awarded at the Wednesday, March 5th Town Board meeting. Motion carried.*

Next Meeting Date: March 4.

Adjourn: Meeting adjourned at 11:45 a.m.

Jeri Koester, Clerk