

**Town of Somerset**  
**Town Board Meeting Minutes**  
**Wednesday, November 5, 2025**  
(Not official until approved at next meeting.)

Chair Plourde called the Town Board meeting to order at 7:00 p.m. Present were Demulling, Witzmann, Germain, Crotty, and Plourde. The Pledge of Allegiance was recited. *Motion by Demulling, seconded by Germain to approve the agenda as provided. Motion carried.*

**Public Input**

- Mark McClenathan / Auth Consulting brought up the County's ordinance has changed, and the Town's ordinance has not changed so people are getting advised by the County that they can do something that is not consistent with the Town's ordinance.

**Clerk and Treasurer's Report**

- *Motion by Witzmann, seconded by Demulling to approve October 1, 2025, Town Board Meeting Minutes. Motion carried. Motion by Germain, seconded by Crotty to approve the October Treasurer's Report. Motion carried.*

**Building Inspector's Report- Jerry Kludtke-Concerns with Cost of Smaller Permits/Final Inspection Bonds & Timeframe to Release**

- Jerry Kludtke got a building permit, and it cost more than the job cost. Kludtke questioned why he must write a bigger check than what the customer pays him, and he realizes he gets the \$1000 final inspection bond back when the project is completed. Kludtke presented the information for his permit and discussed the fees. Board will take comments under review.
- *Motion by Germain, seconded by Witzmann to approve the October Building Inspector's Report. Motion carried.*

**Animal Control Officer's Report**

- *Motion by Demulling, seconded by Witzmann to approve the September and October Animal Control Officer Reports. Motion carried.*

**Fire/Rescue Commission Report**

- Plourde gave update on next truck purchase in relation to the Comprehensive Plan that will be occurring. The total calls for 2025 are 423 so far compared to 443 in 2024. Meetings with 5 Bugles regarding Strategic Comp. Plan underway.

**Parks, Rec and Planning Commission Report**

- 2 Lot CSM for Michele Riedel Trust/Mike Filla off 47th Street with Joint Driveway Covenant Agreement- Mark McClenathan/Auth Consulting, Lot #1=4.976 acres, Lot #2=6.804 acres-*Motion by Germain, seconded by Witzmann to approve the 2 Lot CSM for Michele Riedel Trust/Mike Filla off 47<sup>th</sup> Street with condition that after Filla purchases the property from Riedel, the driveway will be stubbed in, the park fee paid and the CSM and joint driveway agreement will be recorded. Motion carried.*
- 1 Lot CSM for Dean & Rebecca Jantz off 165th Ave.-Mark McClenathan/Auth Consulting  
McClenathan explained the outlot sliver is being added onto Lot #1. Witzmann pointed out the error on Detail A needs to be corrected to Lot #1 as it is not Lot #2. Discussion on requiring a driveway permit for residential, not agriculture, off 165<sup>th</sup> Avenue by re-permitting for residential driveway when building a house. McClenathan will add driveway arrow on CSM off 165<sup>th</sup> Ave. *Motion by Germain, seconded*

*by Demulling to approve the 1 Lot CSM for Dean & Rebecca Jantz off 165<sup>th</sup> Avenue with driveway arrow and correction on Detail A. Motion carried. Park fee is not required due to being over thirty-five acres.*

### **Old Business**

- Unpaid Fire Call-Consider Special Charge to Tax Roll for Parcel #032-1064-10-100 for Darrell Wold Jr. *Motion by Germain, seconded by Witzmann, to give Wold until November 11 to pay the fire call or it will be applied to the tax roll as a special charge. Motion carried.*

### **New Business**

- St. Croix AR/Al Wittstock-Request Release of Letter of Credits for First Lift Paving & Road Construction at Hillside Estates -*Motion by Germain, seconded by Demulling to reduce/release the Letter of Credit for the Paving of Hillside Estates to \$92,800 as the first lift was paved and to release the Letter of Credit for the road construction for Hillside Estates. Motion carried.*
- St. Croix AR/Al Wittstock-Consider Responsibility for Snow Plowing Hillside Estates – Review of page 8 of Developer’s Agreement. Wittstock stated he would rather not have the Town plow it. *Motion by Witzmann, seconded by Crotty that Wittstock will take care of the Hillside Estates snowplowing unless assistance is needed from the Town and then he should contact Demulling. Motion carried.*
- 60<sup>th</sup> Street-AET Soil Borings Proposal & Update from Jeff Reynolds/Jewell-Discussion on location of soil borings and benefit of reading geological data. Discussion on the three different options. Discussion on injection grout/cement into the rip rap to seal it so no water can run through. *Motion by Witzmann, seconded by Germain to accept the soil borings proposal from AET for 60<sup>th</sup> Street at a cost of \$6,500. Motion carried.* Plourde requested specifications and requirements on injecting the grout and advised Jeff Reynolds to obtain price quotes. Discussion on an underground/below-grade system with manhole covers and a utility easement between the two property owners down to the river. Discussion on putting an easement from the stormwater pond to the chain gate to the river. Germain asked if the two property owners will agree to allow the easement down the property line, so the Town can agree to move forward with the engineered drawing. Discussion on obtaining a property survey. Plourde stated the plan going forward is the Town will get the soil borings, Reynolds obtain quotes to inject grout cement into rip rap, perform a NW corner survey to determine property lines, Reynolds can proceed with design and get quotes on an underground system, and Town will hold a special meeting with both landowners to discuss going forward. Plourde requested the Minutes reflect that both Lawson and Hecht agree to allow a utility easement (5’ on each side). Bill Lawson agreed. Larry Hecht stated he would like to go down there with a surveyor (Jewell) to determine his NW corner and step it off before he agrees to a utility easement. *Motion by Germain, seconded by Demulling to proceed with the items above for 60<sup>th</sup> Street. Motion carried.*
- 205<sup>th</sup> Avenue Update-Plourde stated MSA did the design changes and the Town did not approve Task Order No. 2 yet. *Motion by Witzmann, seconded by Plourde to approve MSA Task Order No.2 for \$14,036. Motion carried.* Crotty, Plourde, Demulling, Witzmann voted yes. Germain voted no. Jeff Reynolds gave an update on the project-waiting on the stamped plans/specs for 205<sup>th</sup> Ave.
- Professional Services Agreements from Jewell-Bidding and Construction Management and Inspection. *Motion by Germain, seconded by Witzmann to accept the low bid for Professional Services Agreement from Jewell Associates for \$7,500 for 205<sup>th</sup> Avenue Bidding Support and motion by Witzmann, seconded by Germain to approve \$36,500 for 205<sup>th</sup> Avenue Construction Management and Inspection. Motion carried.*

- 205th Avenue – Advertise for Sealed Bids & Process-Town Board discussed tentative timeline-Publish bid ad December 4 and 11, open bids Dec. 19 at 1 pm. Consider awarding bid at January 2026 meeting.
- Ordinance #2025-02 Asphalt Specifications-Roads/Chapter 30-Discuss & Schedule Public Hearing Date-Motion by Crotty, seconded by Witzmann to proceed with advertising for a Public Hearing at 6:45 pm on December 3, 2025.
- Ordinance #2025-03 Update to Ch. 34 Regarding Asphalt Specifications Charts & Diagrams-Discuss & Schedule Public Hearing Date-Motion by Crotty, seconded by Witzmann to proceed with advertising for a Public Hearing at 6:45 pm on December 3, 2025.
- Acceptance of Town of Somerset's 2026 Budget-Motion by Demulling, seconded by Witzmann to adopt the 2026 Budget. Motion carried.

### **Transportation & Facilities Committee**

- LRIP Application-Consideration of a Road Project to Submit-Need ADT count. Motion by Crotty, seconded by Witzmann to submit 44<sup>th</sup> Street hot mix asphalt paving for LRIP Application. Motion carried.
- Winter Work Hours-Motion by Germain, seconded by Crotty to approve Monday-Thursday 9 hours, Friday 4 hours for winter work hours (M-Thurs. 6:30am-3:30pm/Fri. 6:30am-10:30am) until Spring. Motion carried.
- Part Time Snowplow Drivers-Ken Germain, Dave Olson, Jason Crotty, Joe Nirmaier, Ed Schachtner.
- Road Certification to WI DOT-Witzmann reported the ratings have been done and he is currently in the process of getting some final information on a few roads, then he will submit it.
- Set Date/Time for Annual Employee Performance Reviews-Transportation & Facilities will be held Tuesday, December 2. Plourde will schedule a time with Koester.
- Equipment Update-Crotty updated mowing tractor maintenance will be done in January 2026. Sterling truck is in service with a few headlight issues.

### **Announcements & Adjourn**

Parks Rec & Planning Commission Meeting, Wednesday, November 19, 7 pm

*Motion by Germain, seconded by Witzmann to adjourn. Meeting adjourned at 9:30 p.m.*

Jeri Koester,  
Clerk