

Town of Somerset
Town Board Meeting Minutes
Wednesday, December 3, 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 Witzmann, seconded by Crotty to approve the agenda as provided. Motion carried.*

Public Input

- Wade Skramstad asked about the speed reduction on 205th Ave. Plourde stated just the ¼ mile stretch from Hwy. 35 will be reduced to 40 mph. The project is out for sealed bids due December 19.

Clerk and Treasurer's Report

- *Motion by Witzmann, seconded by Crotty to approve November 5th Special Meeting of Electors & November 5th Town Board Meeting Minutes and November 19th Special Town Board Meeting Minutes. Motion carried. Motion by Germain, seconded by Demulling to approve the November Treasurer's Report. Motion carried.*

Building Inspector's Report

- *Motion by Demulling, seconded by Witzmann to approve the November Building Inspector's Report. Motion carried.*

Animal Control Officer's Report

- *Motion by Witzmann, seconded by Crotty to approve the November Animal Control Officer Report. Motion carried.*

Fire/Rescue Commission Report

- The total calls for 2025 are 463 so far compared to 480 in 2024. There was a large shed fire in the Town at the end of the month. Comprehensive Plan is in progress.

Parks, Rec, and Planning Commission Report

- Concept Review-4 Lot Minor Subdivision for B & R Properties – 170th Avenue -Plourde stated the concept was reviewed by the Plan Commission, no action will be taken at the Town Board level. Variances will be requested for length to depth ratio and two current residences to remain on Lot #3. Discussion on moving/swapping the commercial zone area on Lot #3 down toward the road. Discussion on commercial Town road standards. Kaufman to provide CBA, notice to adjacent landowners, submit variance forms, confirm with St. Croix County Community Development, and obtain their input on everything and return to December 17th Plan Commission meeting.
- Discuss/Consider Approving Purchase of Additional Disc Golf Baskets & Tee Pad Materials for Parnell Prairie Preserve-*Motion by Demulling, seconded by Witzmann to approve the purchase of additional disc golf baskets from Leviska Disc Golf Design LLC for a price of \$8,022(- \$1,500 grant received) with the expenditure coming out of the Park Fund and another \$8,000 for tee pad materials from Menards and machinery rental, not to exceed \$15,000 total. Motion carried.*

Old Business

- 205th Avenue Update-Bid opening virtual on December 19 at 1 pm. Facilitated by MSA.

- 60th Street Update-Discussion/Consideration to Authorize Jeff Reynolds/Jewell Associates to Write a Grant Application to WDF-Survey has been completed with all property corners located and topo map. Soil borings are scheduled for December 10. The option of splitting it down evenly on the property line would excavate old growth pines. DNR has informed the Town must be careful about major modifications and comply with the DNR, and the culverts cannot be removed. Two options for grants, one with a deadline submittal of December 12 and if not successful in obtaining that grant, the DNR has a two-year grant cycle as an alternative option. Reynolds has been having discussions with DNR since last summer. Plourde stated consideration is being given for a clay liner. *Motion by Witzmann, seconded by Germain to authorize Jeff Reynolds/Jewell Associates to write the grant for THPRE-Disaster Flood Plain Resilience Grant. Motion carried.*
- 60th Street-Consideration of Resolution #2025-1 Authorizing Participation in THPRE-Disaster Fund Resilience Grant Project-*Motion by Witzmann, seconded by Crotty to adopt Resolution #2025-01 Authorizing Town Participation in THPRE-Disaster Flood Resilience Grant Project. Motion carried.*

New Business

- Ordinance #2025-02 Asphalt Specifications-Roads/Chapter 30-Review/Consider Adoption-*Motion by Germain, seconded by Witzmann to adopt Ordinance #2025-02 Asphalt Specifications. Motion carried.*
- Ordinance #2025-03 Amendments to Chapter 34 & Chapter 30-Review/Consider Adoption-*Motion by Germain, seconded by Demulling to adopt Ordinance #2025-03 Amendments to Ch. 34 & Ch. 30. Motion carried.*
- St. Croix County Community Development-Comments on New Checklist-Discussion on driveway locations being removed from recorded CSM. Unanimous consensus is that the Town of Somerset wants the driveway locations to stay on all final recorded maps. The Town requires all driveways to be stubbed in prior to recording the CSM/maps and they want the driveway located identified on the recorded document. Considerable review is given at the Plan Commission and Town Board level on all driveway locations due to safety, terrain, adjacent properties, and future planning. Discussion that the Town of Somerset is more restrictive on some items than the County such as 10' side setback, minimum lot size of three acres, no second driveway without a variance, minimum residential dwelling size is 960', no private roads and the lot to depth ratio. Town Board also questioned #5 concerning stormwater financial assurance as the Town does not receive the financial assurance for stormwater. Unanimous consensus is if St. Croix County is receiving the financial assurance for stormwater, then #5 is not the responsibility of the Town. No issues with the other parts of the checklist.
- Appoint Election Inspectors for a 2-Year Term from Party-Nominated Lists Submitted and Set Rate of Pay: *Motion by Crotty, seconded by Witzmann to appoint Brenda Coalwell, Elaine Sinn, Jeanne Hoilien, Jeff Harmon, Jennifer Dewall, Lisa Lind, Marin Hansch, Wendy Demulling, Ashley Knepelkamp, Ryan Sicard, Bobbi (Jean) Bardeaux, Nicole Bardeaux, Janet Mondry, Todd Sauers, Carole Sauers, Deborah Wolf, Myrna Plourde, Dale Wikre as election inspectors for a two-year term beginning January 1, 2026 and expiring December 31, 2027. Motion by Witzmann, seconded by Demulling to set the hourly rate of pay at \$25 per hour. Motion carried.*
- Appointment of Elaine Sinn, Chief Election Inspector and Deborah Wolf, Alternate Chief Election Inspector for a 2-Year Term-*Motion by Germain, seconded by Demulling to appoint Elaine Sinn as Chief Election Inspector and Deborah Wolf as Alternate Chief Election Inspector to a two-year term beginning January 1, 2026 and expiring December 31, 2027 and set the rate of pay at \$30 per hour. Motion carried. Clerk appointed Myrna Plourde as Special Registration Deputy.*

- Consideration of Approving Operators Licenses for Amy Forseth, Kristin Siskow, Breylyn Bolf, Jackson Turner, Luke Ellingson, Talia Belisle & Chelsea Deal (St. Croix National Golf & Event Center) and Michael Schmidt (Not Justa Bar & Café)-*Motion by Crotty, seconded by Witzmann to approve Operators Licenses for Amy Forseth, Kristin Siskow, Breylyn Bolf, Jackson Turner, Luke Ellingson, Talia Belisle, Chelsea Deal and Michael Schmidt. Motion carried.*
- Discussion on Stormwater Requirements for Minor Subdivisions by Town-Witzmann reported that Jewell recommended the Town may consider a stormwater management plan on minor subdivisions when they may affect adjacent properties. Witzmann will research and report back next month.

Transportation & Facilities Committee

- Old Town Hall Retaining Wall-Repair Donated by Stone & Leaf Landscaping-Town Board was very appreciative of the donation by Stone & Leaf Landscaping to repair the retaining wall at the Old Town Hall.
- Roads/Equipment Update-Demulling reported on plowing. Equipment-no major issues.
- Annual Performance Reviews-Performed December 2. *Motion by Germain, seconded by Witzmann, to provide a 3% raise for all employees. Motion carried.*
- Railroad Crossing-38th Street Signage-Update-St. Croix County Highway Department will be assisting.

Announcements & Adjourn

- *Motion by Germain, seconded by Plourde to adjourn. Motion carried. Meeting adjourned at 9:00 p.m.*

Jeri Koester,
Clerk