

**TOWN OF STAR PRAIRIE
BOARD MEETING - MINUTES
TUESDAY, SEPTEMBER 9, 2025 – 6:00 P.M.
STAR PRAIRIE TOWN HALL
2118 COOK DRIVE, SOMERSET, WISCONSIN**

The Town Board Meeting was called to order by Tom Heintz at 6:05 p.m. in the Star Prairie Town Hall: 2118 Cook Drive, Somerset, WI 54025. Present were Tom Heintz, Michele Hermansen, Darryl Wendt, Brian Duggan and Bob Crotty. Town Attorney Nick Vivian and Town Clerk/Treasurer and Andrea Neumann, Clerk/Treasurer.

The Pledge of Allegiance was recited.

Agenda: Motion M/S by Darryl Wendt/Bob Crotty to approve the agenda, as submitted. Motion carried.

Approval of Minutes: Motion M/S by Michele Hermansen/Darryl Wendt to approve the minutes from the August 5th Town Board Meeting, as submitted. Motion carried.

Treasurer's Report: - Reviewed. No action taken.

Building Permits: The August 2025 building permits were read, as reported, by the Building Inspector. Motion M/S by Michele Hermansen/Brian Duggan to accept the report, as submitted. Motion carried.

Public Comments: Gayle House of 2192 Island Drive and 2192 Cabin Lane addressed the Board regarding the letter received about the maintenance of Island Drive.

Clyde Male of 2176 Island Drive addressed the Board regarding the letter received about the maintenance of Island Drive.

Connie Haupt of 2174 Island Drive addressed the Board regarding the letter received about the maintenance of Island Drive.

Tyler Tronnes of 2182 Island Drive addressed the Board regarding the denial of his driveway permit application, and requesting clarification on the variance application process. He addressed the Board regarding the limited response received.

Plan Commission Recommendations: Surveyor Joe Granberg reviewed the CSM for a two-lot minor subdivision submitted on behalf of Bjorn and Jamie Neumann. Motion M/S by Brian Duggan/Michele Hermansen to approve CSM Job number 100-1090. Motion carried. Surveyor Jon Sonnentag reviewed the CSM for a two-lot minor subdivision submitted on behalf of Franklins Carpentry LLC. Motion M/S by Bob Crotty/Brian Duggan to approve CSM Job Number 319 Ref 922. Motion carried.

Review of & Response to Any Written & Oral Comments on Comprehensive Plan: Brian Duggan addressed the Board regarding an update on page seven to add additional public land parcels owned by U.S. Fish & Wildlife. Motion M/S by Darryl Wendt/Bob Crotty to approve Brian Duggan's proposed updates to the Comprehensive Plan. Motion carried.

Consideration of Ordinance 2025-003 Adoption of Town of Star Prairie 2025 Comprehensive Plan: Motion M/S by Michele Hermansen/Darryl Wendt to approve Ordinance 2025-003 to Adopt the Town of Star Prairie 2025 Comprehensive Plan. In a roll call vote:

	Yes	No
Tom Heintz	X	
Michele Hermansen	X	
Darryl Wendt	X	
Brian Duggan	X	
Bob Crotty	X	

St. Croix County Community Development Department - Land Use Permit: Town Board reviewed land use permits conditionally approved by St. Croix County for Brent Davis & Maria BlaneK at 1965 110th Street, David Keefer at 2234 100th Street and Kyle Martin at 1953 County Road C. No action taken.

Plan Commission Next Meeting: The Plan Commission is scheduled to meet Wednesday, September 17 at 6:30 p.m.

St. Croix County Recycling Events: St. Croix County has a few recycling events this fall. Residents can find more information about them on the County's website. They offer free electronics recycling, upholstered furniture disposal and free appliance and scrap metal collection.

Ambulance Board - August Meeting Summary: Ambulance Board approved a memorial for Chuck Mehls. They approved the 2026 budget, and the operations assessment for the Town of Star Prairie is \$31,457.56. No action taken.

Fire Board - August Meeting Summary: Currently running 20% under budget, but revenue is also down 22%. They're moving forward with the process to replace the rescue pumper truck using capital expense funds. No action taken.

Wisconsin Disaster Fund - Storm Damage: Board discussed spending thresholds required to qualify for the Wisconsin Disaster Fund grant. At this time, it does not look like the Town will qualify. No action taken.

Operator's License Application: Motion M/S by Darryl Wendt/Brian Duggan to approve the operator's license application submitted by Cedar Creek Inn, Inc. for Diane Byland. Motion carried.

Island Drive Maintenance: Town Attorney Nick Vivian reviewed the circumstances that initiated the Town Board's decision to send a letter regarding road maintenance to Island Drive residents. Residents expressed frustration at the letter's lack of detail. Town Board requested that residents assess the current maintenance needs of Island Drive and determine whether to request additional review by the Board or its representative. Clerk directed to add the topic to the September Work Session agenda. No action taken.

Driveway Permit Denial - Appeals Process: Board and Town Attorney discussed whether the next steps/response to a recent denial of a driveway permit would require a formal appeal or an application for variance. Recommendation made by Town Attorney to the Town Board not to overturn the previous decision to deny the driveway permit. Clerk directed to add the topic to the September Work Session agenda. No action taken.

Wisconsin Towns Association Annual Convention: Board reviewed; no action taken.

Town Maintenance Building: New service door ordered for the West side of the building. It's tentative to be installed next week. No action taken.

Schedule Monthly Work Session: September Work Session scheduled for Wednesday, September 24 at 4:30 p.m.

Town Road Maintenance: Road Patching, Repairs, Mowing and Other Issues

WISLR - Road Inventory: Tom Heintz and Darryl Wendt typically complete the WISLR inventory of Town roads annually. St. Croix County is going to complete the report on behalf of the Town to validate road status.

Storm Damage to the Old Town Hall: - There are some shingles missing following the storm; Town Board may consider budgeting for a new roof in the next year.

Proposed Rebuild of 90th: Looking at a complete rebuild from 210th potentially going all the way north to County Road H. Town Engineer estimated approximately \$1.8M for one mile of road. St. Croix County estimated \$500-600K for one mile of road. Town is hoping to complete 90th Street in 2028.

Tree-Trimming on 117th: Resident reported two large limbs broken off up high, in addition to brush on the west side of 117th.

Tree in ROW on 100th: Large tree in the road right-of-way on the west side of 100th Street on the 18XX block.

Approve Payment of Town Bills and Adjourn: Motion M/S by Darryl Wendt/Brian Duggan to approve the payment of Town bills and adjourn. Motion carried at 7:55 p.m.

Andrea Neumann, Clerk/Treasurer
Town of Star Prairie