

TOWN OF STAR PRAIRIE
WORK SESSION - MINUTES
WEDNESDAY, SEPTEMBER 24, 2025 - 4:30 P.M.
STAR PRAIRIE TOWN HALL
2118 COOK DRIVE, SOMERSET, WISCONSIN

The Town Board Meeting was called to order by Tom Heintz at 4:35 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 Andrea Neumann were also in attendance.

Clerk Convention September 30 & October 1: Clerk is scheduled to attend the annual municipal clerk convention next week. Town Hall offices will be closed Tuesday/Wednesday. No action taken.

Innovation Grant: DOR made updates to grant eligibility. Board reviewed project examples and discussed potential future projects. No action taken.

Snow Removal Contract: Board reviewed snowplow costs from past three years and discussed combining contractors for efficiency. Motion M/S by Darryl Wendt/Brian Duggan to approve the proposal submitted by Kusz for snow removal at both Town Halls and sidewalk maintenance at the Town Hall. Motion carried.

Bjorkman Setback Variance: Village of Somerset resident was directed by Village of Somerset building inspector to seek a setback variance from Town of Star Prairie for placement of accessory structure. Rear of parcel abuts 80th Street, which is maintained by Town of Star Prairie per WISLR records. The Town of Star Prairie Town Board has no objection to the placement of an accessory structure no closer than 10 feet from the rear property line and seven feet from the side property line per Village of Somerset ordinances. No action required.

Island Drive Maintenance: Town Board issued a letter regarding private road maintenance. Town Board reviewed prior meeting discussion and determined no additional action required.

Driveway Permit Appeal/Variance Process: Board discussed next steps for a resident to respond to a denial of a driveway permit. Town Attorney to draft letter to resident.

Initial Budget Discussions: Town Board discussed initiatives for next budget year. Old Town Hall roof needs replacement. Board discussed other potential projects, such as installing a backup generator at the Town Hall, updating technology for meeting rooms, budgeting for Town park updates, dumpster enclosure and additional security cameras. Clerk directed to contact Indianhead Glass for an estimate to install a new, weatherproof door off the community hall. Clerk directed to contact Northwest Communications to determine options to extend fiber network to maintenance building. Town expects a wishlist of items to be updated at the Old Town Hall, submitted by Star Prairie Fish & Game. No action taken.

Department of Safety and Professional Services - Conditional Approval

Cedar Lake Speedway Commercial Storage Building at 2275 County Rd CC & Derivative Developments Commercial Storage Building at 2252 County Rd CC: Town reviewed conditional approval letters from DSPS for commercial storage buildings. Town Attorney to contact St. Croix County, requesting a review of any potential zoning concerns. No action taken.

Roads & Maintenance: County Highway is addressing Shore Drive, where shoulders were washed out by recent rains.

Motion to Adjourn: Motion to adjourn M/S by Michele Hermansen/Brian Duggan at 6:52 p.m. Motion carried.

Andrea Neumann, Clerk/Treasurer
Town of Star Prairie