

**TOWN OF STAR PRAIRIE
BOARD MEETING - MINUTES
TUESDAY, NOVEMBER 4, 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 6:03 p.m. in the Star Prairie Town Hall: 2118 Cook Drive, Somerset, WI 54025. Present: Tom Heintz, Michele Hermansen, Darryl Wendt, Bob Crotty and Town Clerk/Treasurer Andrea Neumann. Absent: Supervisor Brian Duggan.

The Pledge of Allegiance was recited.

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

Approval of Minutes: Motion M/S by Darryl Wendt/Bob Crotty to approve the minutes from the October 7th Town Board Meeting and October 16th Work Session, as submitted. Motion carried.

Treasurer's Report: Reviewed; no action taken.

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

Public Comments: None.

City of NR Hydrant Flushing: Resident expressed concern regarding the City of New Richmond's timing for notifying residents of the hydrant flushing in their zone. Tom Heintz to discuss with the City Administrator. No action taken.

Operator's License Applications: Motion M/S by Michele Hermansen/Darryl Wendt to approve the operator's license applications for Breana Mollen and Tiffany Schroeder, submitted by Cedar Creek Inn, Inc. Motion carried.

Adoption of 2026 Town Budget: Motion M/S by Darryl Wendt/Bob Crotty to adopt the 2026 town budget as presented at the Budget Hearing. In a roll call vote: Heintz, Hermansen, Wendt, and Crotty voted yes. Motion carried.

Wisconsin Retirement System Resolution: Motion M/S by Darryl Wendt/Bob Crotty to adopt Town of Star Prairie Resolution 2025-02 to authorize and approve participation in the Wisconsin Retirement System with an effective date of January 1, 2026. Motion carried. Chair Tom Heintz certified by signing form ET-1319: Resolution of Inclusion Under the Wisconsin Retirement System pursuant to Wis. Stat §§ 40.21, 40.22 and form ET-1313 for designating an agent pursuant to Wis Stat. § 40.03(2)(j).

Star Prairie Fish & Game Building Updates: The Town will have the building re-roofed, approving payment using 2025 budget funds. Work to be completed in the spring. Board discussed other possible projects to improve the building. No action taken.

2026 Elections and Nomination Papers: Michele Hermansen's and Brian Duggan's supervisor seats are up for re-election at the Spring Election. Nomination papers can begin circulation starting December 1. No action taken.

Annual Tax Meeting: Clerk is attending the annual tax meeting at the St. Croix County Government Center next Wednesday, November 12 and the office will be closed.

New Richmond Area Ambulance Service Board Meeting Summary: Brian Duggan attended the meeting and was unable to attend tonight's meeting. No discussion.

Affidavit for Accessory Building: Town is working with building inspector to ensure accessory structures are being used for their intended/permitted purpose.. Clerk directed to invite Town Attorney and Building Inspector to future Work Session for more in-depth discussions.

Town Maintenance Building: West service door was replaced and Clerk mailed final check to Walters. Darryl asked to consider updating a service door knob for keypad access. Fiber is trenched to the building to support the installation of a security system.

Schedule Monthly Work Session: No work session scheduled for November.

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

WISLR - Road Inventory: Rick Booth with St. Croix County completed the WISLR report, including road ratings. Darryl to help Clerk review changes in road ratings.

195th: There's a sinkhole and rocks in the ditch at 1281 195th. Tom to drive the road tomorrow morning.

Approve Payment of Town Bills and Adjourn: Motion M/S by Darryl Wendt/Michele Hermansen to approve the payment of Town bills and adjourn. Motion carried at 6:55 p.m.

Andrea Neumann, Clerk/Treasurer
Town of Star Prairie