

TOWN OF ERIN PRAIRIE  
MONTHLY BOARD MEETING MINUTES  
MONDAY, DECEMBER 19, 2022

The Town Of Erin Prairie December 19, 2022 Board Meeting was called to order at 7:15p.m. by Chairman John Van Dyk at the Erin Prairie Town Hall. Present were Board Members John Van Dyk, Dennis Mitchell, and Mike Monteith.

A motion was made by Dennis to accept the agenda as presented. Mike seconded the motion. Mike moved to approve the November Meeting Minutes as written. The motion was seconded by Dennis and both motions were approved by affirmative vote.

It was reported there is \$120,932.53 available in our Money Market and checking accounts. This does not include \$36,895.67 of ARPA Funds to be used for broadband in the township. The bills were presented and discussed. Included in the County Highway Department bills was a statement for a fire number sign that was made for a town resident. An invoice for this fire number will be sent to the resident. After discussion Dennis moved to accept the treasurer's report and pay the bills as presented. Mike seconded the motion which passed unanimously.

Josh Melstrom, a building inspector from Glenwood City, was present to discuss the possibility of serving as our township building inspector. There have been a few complaints about the service some people received from the office of our current building inspector. The Board agreed to hear from Josh Melstrom before signing a new contract. Josh started his Building Inspection service in 2017 after being employed by several companies where he gained much experience as an electrician, supervisor, project manager, and doing inspections for new construction, remodels, additions, and alterations. Josh does electrical, UVC, and all building inspections. He works on his own so if someone calls he will be the person responding to the call. If Josh was hired a copy of our Building Code Ordinance would need to be reviewed, updated and submitted to the state.

The contract with our current inspector is through February so a new contract does not need to be signed immediately. The decision was made to table the discussion about the building inspector and discuss it again at our January meeting.

A new contract with Darel Hall, Dedicated Animal Control Services, is due to be renewed. The Board reviewed and discussed the contract. Darel now has the capability to impound animals and keep them for a few days. A fee will be charged to the owner when the animal is picked up. Our township will be responsible for the fee if the animal is not picked up by the owner. This is a concern for the township but there is not really another option. After discussion a motion was made by Dennis to sign the contract with Dedicated Animal Control Services. Mike seconded the motion which passed by affirmative vote.

John gave a brief update about the New Richmond Ambulance and Fire Departments and United Fire Department.

The Memorandum of Understanding with the St. Croix County Clerk's Office relating to WisVote Services was presented to be renewed. The Town of Erin Prairie relies on the County to set up and maintain election and voter information in WisVote, a statewide voter registration system. The County enters and maintains voter registrations and alerts, maintenance postcards, DMV checks, is responsible for election set up, printing poll books and lists, and other voter information reports. Absentee voting and tracking is done by our township. The County charges \$175.00/year for this service. Dennis moved to sign the Memorandum of Understanding with the County for WisVote Services. Mike seconded the motion, which passed unanimously.

The next Board Meeting will be held Monday, January 16 at 6:00p.m.  
A motion was made and passed to adjourn at 8:25p.m.

Respectfully Submitted,

Jackie Mitchell, Clerk/Treasurer