

TOWN OF ERIN PRAIRIE  
MONTHLY BOARD MEETING MINUTES  
MONDAY, FEBRUARY 19, 2024

The February 19, 2024 Town of Erin Prairie Board meeting was called to order at 6:00p.m. at the Erin Prairie Town Hall by Chairman John Van Dyk. Present were Board members John Van Dyk, Dennis Mitchell, and Mike Monteith.

A motion was made by Mike to approve the agenda as presented. Dennis seconded the motion. Dennis moved to approve the January Meeting Minutes as written. Mike seconded the motion. Both motions passed by affirmative vote.

It was reported there is \$287,827.12 in our checking and Money Market Accounts at this time. The school districts and county have been paid their first half tax payments. Bills were presented and discussed. Dennis moved to accept the treasurer's report and pay the bills as presented. The motion was seconded by Mike and passed by affirmative vote.

A Certified Survey Map prepared for Jim Rebhan was presented for approval. The original parcel is 20 acres located at SE1/4, SW1/4, Sec. 17, T30N, R17W. Jim is splitting the parcel into two parcels. Lot 1 is approximately 14 acres and has sheds on it. Lot 2 is approximately 6 acres with a house on it. The parcels are zoned Residential 1. A new driveway will be put in on Lot 1. After discussion Dennis moved to approve the Certified Survey Map as presented. The motion was seconded by Mike and passed unanimously.

Ordinance #17-2023, an Ordinance Amending the Town Building Inspection and Permit Ordinance was presented for approval. Number 1.7.5 was added stating that outbuildings without HVAC or plumbing do not require inspection. After review of the ordinance a motion was made by Mike and seconded by Dennis to adopt the new Building Permit and Inspection Ordinance, #17-2023. The motion passed unanimously.

The Assessment proposal and contract for Tamarack Springs Assessing, LLC, Natalie DeLeasky Assessor, was reviewed and discussed. The contract is for Natalie to be paid \$6,000 per year for maintaining and updating property records, preparing state reports, mailing notices of changed assessments, holding Open Book and Board of Review, and any other assessment duties as required by WI Statutes. An additional \$250.00 will be paid in a year that market adjustments need to be made. Dennis moved to accept the contract for Tamarack Springs Assessing, LLC, Natalie DeLeasky Assessor. Mike seconded the motion which passed by affirmative vote.

The State Small Bridge and Culvert Inventory Program was mentioned. Joel Allen from the County Highway Department has said he will do the inspection of the bridges and culverts for our township. This information is due to the state by April 15.

Participation in the Agriculture Roads Improvement Program was discussed. In this program, if awarded grant money for a project it could be enough to cover up to 90% of the project. Or a municipality could be awarded a lesser amount also. The program requires the road be built to County specifications and an engineering firm must submit the application for the project. The suggestion was made to submit as a project the widening and black topping of 190<sup>th</sup> St. from County Road G to 140<sup>th</sup> Ave. John will contact Cedar Corporation or SEH to ask if they can submit an application for us. Cedar Corporation will be contacted first as they had submitted a proposal a few years ago so already have some of the information that is needed.

It was mentioned that we should write a referendum question to be included on the ballot for the Fall 2024 Election. The question would ask if the Clerk/Treasurer position can be changed to an appointed rather than elected position. When Jackie decides to retire there may not be anyone in the township that would like to fill the position. If the position is changed to appointed the Board can then hire someone. Mike moved to write a referendum question to change the Clerk/Treasurer position to an appointed position and place it on the fall 2024 ballot. Dennis seconded the motion which passed unanimously.

John, Dennis, and Mike all agreed that the LRIP money that we will be receiving this year will be used to blacktop 160<sup>th</sup> St. from 140<sup>th</sup> Ave. to 130<sup>th</sup> Ave. The County Highway Department will be completing the work for this project.

Our March meeting will be held Monday, March 18 at 6:00p.m.

A motion was made and passed to adjourn at 7:00p.m.

Respectfully submitted,

Jackie Mitchell, Clerk/Treasurer