

**TOWN OF OSCEOLA  
TOWN BOARD OF SUPERVISORS  
REGULAR BOARD MEETING  
Monday, February 6, 2023 – 6:30 P.M.**

Town Hall - 516 East Avenue North, Dresser WI

Virtual - Open Meeting via Microsoft Teams

To join via Teams: See Meetings, Notices/Agendas on [www.townofosceola.com](http://www.townofosceola.com)

Agenda Can Change Up to 24 Hours Prior to Meeting

**MEETING AGENDA**

1. Call Meeting to Order
2. Verification of Meeting Posting
3. Pledge of Allegiance
4. Roll Call
5. Presentation and Approval of Bills *11b-1c*
6. Acceptance of Proposed Agenda
7. Approval of Minutes of Previous Meetings: 1/9/2023 Special Town Bd. Mtg. and 1/9/2023 Regular Town Bd. Mtg. *1-10*
8. Public Comment
9. Public Works Report *11 A, 11b-0*
10. Treasurer's Report
11. Clerk's Report *12*
12. Old Business
  - a) Consider Dwight Lake Boat Landing Improvements
  - b) Consider Road Projects for 2023 Bids *13-14*
  - c) Consider Mailboxes: Installation and Replacement *14a, 15-21*
  - d) Consider Budget/Expenditures for Updates to Comprehensive Plan and Town Survey *22-23*
13. New Business
  - a) Consider Steffen Rezoning of Parcel 042-01177-0000 *24-27, 27a, b, c*
  - b) Consider Resolution 23-02-06 to Remove Ext. From 94th Ave. as Town Road *28-31, 31a, b, c*
  - c) Consider Compensation for Town Board Members to Help as Needed with Public Works Issues *31d*
  - d) Consider Town Attorney Presence at April Annual Town Meeting
  - e) Consider HVAC Improvements (with possible grant assistance)
  - f) Consider 2022 Auditing Services
  - g) Consider Process for Lawn care/Mowing 2023 Bids *32*
  - h) Consider Nomination Process for New Plan Commission Members *33-34*
  - i) Consider Next Steps on Records Retention Project *35-56, 56A-8*
  - j) Consider Town Website Usage *57-59*
14. Chair's Report
15. Supervisors' Reports
  - a) Jon Cronick: Supervisor and Plan Commission Update, including 1/24/23 minutes *60-61*
  - b) Tony Johnson
  - c) Debbie Thompson
16. Committee Reports: Consideration/Review/Discussion
  - a) Finance
  - b) Media & Technology
  - c) Personnel
  - d) Public Works
17. Request for Future Meeting Agenda Items
18. Next Plan Commission Meeting – Tues., February 28, 2023
19. Next Town Board Meeting – Mon., March 6, 2023
20. Community Meetings Board Members Attend: None at this time
21. Adjournment

Notice is hereby given that a quorum of the Town of Osceola Plan Commission may be present at this meeting of the Town Board of Supervisors scheduled as noted above to gather information about a subject over which they have recommendation-making responsibility. The Plan Commission will take no formal action at this meeting. Please note that, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact the Clerk's office at (715)755-3060. AFFIDAVIT OF POSTING: I hereby certify that this notice has been posted at the Dresser Post Office, the Town Hall, the First National Community Bank, the Town Web Site, and the Town Facebook site. /s/ Denise Skjerven, Clerk

# TOWN OF OSCEOLA

## Check Detail

January 1 through February 6, 2023

Type	Date	Num	Name	Account	Original Amount
Check	01/05/2023	ACH	Verizon	11116 · MidWest One Checking Account	-78.59
TOTAL				53254 · PW Cell Phone	78.59
					78.59
Check	01/05/2023	ACH	Kwik Trip	11116 · MidWest One Checking Account	-136.96
TOTAL				53241 · Fuel	136.96
					136.96
Check	01/05/2023	ACH	We Energies	11116 · MidWest One Checking Account	-492.61
TOTAL				51612 · Gas Utilities	492.61
					492.61
Check	01/11/2023	ACH	USPS	11116 · MidWest One Checking Account	-60.00
TOTAL				Supplies	60.00
					60.00
Liability Check	01/13/2023	ACH	IRS	11116 · MidWest One Checking Account	-3,713.98
				2100 · Payroll Liabilities	1,435.00
				2100 · Payroll Liabilities	923.52
				2100 · Payroll Liabilities	923.52
				2100 · Payroll Liabilities	215.97
				2100 · Payroll Liabilities	215.97
TOTAL					3,713.98
Check	01/17/2023	ACH	Xcel Energy	11116 · MidWest One Checking Account	-123.69

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## TOWN OF OSCEOLA

## Check Detail

January 1 through February 6, 2023

Type	Date	Num	Name	Account	Original Amount
TOTAL				51611 · Electric Utilities	123.69
					123.69
Check	01/17/2023	ACH	Charter Communications	11116 · MidWest One Checking Account	-139.98
TOTAL				51616 · Telephone/Internet	139.98
					139.98
Liability Check	01/19/2023	ACH	AFLAC	11116 · MidWest One Checking Account	-257.32
TOTAL				22110 · Short Term Disability	131.56
				22110 · Short Term Disability	125.76
					257.32
Check	01/26/2023	ACH	Walmart	11116 · MidWest One Checking Account	-14.71
TOTAL				51425 · Office Supplies	14.71
					14.71
Liability Check	01/30/2023	ACH	Wisconsin Dept of Revenue	11116 · MidWest One Checking Account	-476.62
TOTAL				2100 · Payroll Liabilities	476.62
					476.62
Liability Check	01/31/2023	ACH	Wisconsin Retirement System	11116 · MidWest One Checking Account	-1,465.38
TOTAL				2100 · Payroll Liabilities	732.69
				2100 · Payroll Liabilities	611.18
				2100 · Payroll Liabilities	121.51
					1,465.38
Check	02/03/2023	ACH	Verizon	11116 · MidWest One Checking Account	-79.41

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## TOWN OF OSCEOLA

## Check Detail

January 1 through February 6, 2023

Type	Date	Num	Name	Account	Original Amount
TOTAL				53254 · PW Cell Phone	79.41
					79.41
Check	02/04/2023	ACH	USPS	11116 · MidWest One Checking Account	-104.20
TOTAL				Postage	104.20
					104.20
Check	01/10/2023	18598	Registration Fee Trust	11116 · MidWest One Checking Account	-169.50
TOTAL				Garage Expenses	169.50
					169.50
Paycheck	01/20/2023	18599	Carlson, Janice	11116 · MidWest One Checking Account	-864.11
TOTAL				Treasurer Wages	762.16
				Treasurer Wages	330.16
					864.11
Paycheck	01/20/2023	18600	Gaffney, Joseph J	11116 · MidWest One Checking Account	-1,654.53
TOTAL				Full-Time PW Wages (Wages for Full Time Employe	1,589.70
				Full Time PW OT Wages (Wages paid at 1.5 for O	42.95
				Full-Time PW Wages (Wages for Full Time Employe	164.80
				53246 · Supervisor PW Wages	384.62
					1,654.53
Paycheck	01/20/2023	18601	Raddatz, Todd A	11116 · MidWest One Checking Account	-2,044.15
TOTAL				53246 · Supervisor PW Wages	2,084.13
				53246 · Supervisor PW Wages	121.91
				51800 · Payroll Expenses	216.00
				53246 · Supervisor PW Wages	461.54



## TOWN OF OSCEOLA

## Check Detail

January 1 through February 6, 2023

Type	Date	Num	Name	Account	Original Amount
TOTAL					2,044.15
Paycheck	01/20/2023	18602	Skjerven, Denise K	11116 · MidWest One Checking Account	-881.06
TOTAL			Clerk Wages		1,093.04
					881.06
Paycheck	02/03/2023	18603	Carlson, Janice	11116 · MidWest One Checking Account	-969.41
TOTAL			Tax Collection		762.85
			Treasurer Wages		469.09
					969.41
Paycheck	02/03/2023	18604	Gaffney, Joseph J	11116 · MidWest One Checking Account	-1,648.29
TOTAL			Full-Time PW Wages (Wages for Full Time Employe		1,648.00
			Full Time PW OT Wages (Wages paid at 1.5 for O		138.74
			53246 · Supervisor PW Wages		384.62
					1,648.29
Paycheck	02/03/2023	18605	Raddatz, Todd A	11116 · MidWest One Checking Account	-2,086.89
TOTAL			53246 · Supervisor PW Wages		2,160.00
			53246 · Supervisor PW Wages		327.24
			53246 · Supervisor PW Wages		461.54
					2,086.89
Paycheck	02/03/2023	18606	Skjerven, Denise K	11116 · MidWest One Checking Account	-794.60
TOTAL			Clerk Wages		979.73
			2100 · Payroll Liabilities		-22.87
					794.60

# TOWN OF OSCEOLA

## Check Detail

January 1 through February 6, 2023

Type	Date	Num	Name	Account	Original Amount
Check	02/05/2023	18607	Bakke Norman S.C	11116 · MidWest One Checking Account	-148.00
				Municipal Attorney Fees	148.00
					148.00
TOTAL					
Check	02/05/2023	18608	Bluestone Sand & Gravel	11116 · MidWest One Checking Account	-264.55
				53248 · Road Maintenance & Repair	264.55
					264.55
TOTAL					
Check	02/05/2023	18609	Brothers Country Mart LLC	11116 · MidWest One Checking Account	-1,047.04
				53241 · Fuel	240.00
				53241 · Fuel	120.00
				53241 · Fuel	150.00
				53241 · Fuel	172.00
				53241 · Fuel	124.03
				53241 · Fuel	140.00
				53241 · Fuel	101.01
					1,047.04
TOTAL					
Check	02/05/2023	18610	Connecting Point	11116 · MidWest One Checking Account	-1,934.80
				51435 · Website & Computer Expenses	468.50
				Computer/Emails	57.60
				Computer/Email	43.20
				Office Equipment	299.00
				Office Equipment	1,066.50
					1,934.80
TOTAL					
Check	02/05/2023	18611	Dresser Food & Liquor Inc.	11116 · MidWest One Checking Account	-1,304.00
				53241 · Fuel	157.00

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## TOWN OF OSCEOLA

## Check Detail

January 1 through February 6, 2023

Type	Date	Num	Name	Account	Original Amount
			53241 · Fuel		141.00
			53241 · Fuel		135.00
			53241 · Fuel		216.00
			53241 · Fuel		120.00
			53241 · Fuel		212.00
			53241 · Fuel		121.00
			53241 · Fuel		140.00
			53241 · Fuel		62.00
TOTAL					1,304.00
Check	02/05/2023	18612	Dresser Water & Sewer Utilities	11116 · MidWest One Checking Account	-86.20
TOTAL				Water & Sewer Utilities	86.20
Check	02/05/2023	18613	Hall, Darel	11116 · MidWest One Checking Account	-36.79
TOTAL				Animal Warden Wages	25.00
				Mileage & Expenses	11.79
					36.79
Check	02/05/2023	18614	Industrial Safety, Inc.	11116 · MidWest One Checking Account	-823.08
TOTAL				53248 · Road Maintenance & Repair	823.08
					823.08
Check	02/05/2023	18615	Jones, Jolene	11116 · MidWest One Checking Account	-165.00
TOTAL				51435 · Website & Computer Expenses	150.00
				51435 · Website & Computer Expenses	15.00
					165.00
Check	02/05/2023	18616	Midwest Machinery Co	11116 · MidWest One Checking Account	-34.64

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# TOWN OF OSCEOLA

## Check Detail

January 1 through February 6, 2023

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Type	Date	Num	Name	Account	Original Amount
TOTAL					
Check	02/05/2023	18617	Osceola Area Ambulance	53240 · Equipment Repairs & Maintenance	34.64
					34.64
TOTAL					
Check	02/05/2023	18618	Sun, The	11116 · MidWest One Checking Account	-30,030.00
				Ambulance Contract (Osceola)	30,030.00
					30,030.00
TOTAL					
Check	02/05/2023	18619	St Croix Valley Emergency Medical Service	11116 · MidWest One Checking Account	-177.45
				Publications	177.45
					177.45
TOTAL					
Check	02/05/2023	18620	Town of Garfield.	11116 · MidWest One Checking Account	-4,205.00
				Ambulance Contract (St. Croix)	4,205.00
					4,205.00
TOTAL					
Check	02/05/2023	18621	W T Assoc.	11116 · MidWest One Checking Account	-110.00
				Dues & Training	110.00
					110.00
TOTAL					
Check	02/05/2023	18626	Marvin & Katherine Welsh	11116 · MidWest One Checking Account	-295.00
				Office Supplies	295.00
					295.00
TOTAL					
Check	02/05/2023	18626	Marvin & Katherine Welsh	11116 · MidWest One Checking Account	-216.99
				41228 · Tax Collection Overpayments	216.99
					216.99
TOTAL					

## TOWN OF OSCEOLA

## Check Detail

January 1 through February 6, 2023

Type	Date	Num	Name	Account	Original Amount
Check	02/05/2023	18627	Sheri & Tony Anderson	11116 · MidWest One Checking Account	-191.53
TOTAL				41228 · Tax Collection Overpayments	191.53
					191.53
Check	02/05/2023	18628	Leann & Nathan Warner	11116 · MidWest One Checking Account	-191.53
TOTAL				41228 · Tax Collection Overpayments	191.53
					191.53
Check	02/05/2023	18629	Landahl, Jacob & Nelisena	11116 · MidWest One Checking Account	-191.53
TOTAL				41228 · Tax Collection Overpayments	191.53
					191.53
Check	02/05/2023	18630	Elizabeth O'Neill	11116 · MidWest One Checking Account	-2,837.08
TOTAL				41228 · Tax Collection Overpayments	2,837.08
					2,837.08
Check	02/05/2023	18631	Dana Museus	11116 · MidWest One Checking Account	-1,052.41
TOTAL				41228 · Tax Collection Overpayments	1,052.41
					1,052.41
Check	02/05/2023	18632	Scott Nieman & Kent Jane Yunker	11116 · MidWest One Checking Account	-34.05
TOTAL				41228 · Tax Collection Overpayments	34.05
					34.05
Check	02/05/2023	18633	Ann Foss	11116 · MidWest One Checking Account	-56.67



## TOWN OF OSCEOLA

## Check Detail

January 1 through February 6, 2023

Type	Date	Num	Name	Account	Original Amount
TOTAL				41228 · Tax Collection Overpayments	56.67
					56.67
Check	02/05/2023	18634	Joshua Tempesta	11116 · MidWest One Checking Account	-80.16
TOTAL				41228 · Tax Collection Overpayments	80.16
					80.16
Check	02/05/2023	18635	B & W Homes	11116 · MidWest One Checking Account	-244.52
TOTAL				41228 · Tax Collection Overpayments	244.52
					244.52
Check	02/06/2023	18636	Town of Garfield.	11116 · MidWest One Checking Account	-10.00
TOTAL				Dues & Training	10.00
					10.00
Check	02/06/2023	18637	CWS Security	11116 · MidWest One Checking Account	-101.85
TOTAL				Bldg Repairs & Maint	101.85
					101.85
Check	02/06/2023	18638	Arden Specialty LLC	11116 · MidWest One Checking Account	-603.35
TOTAL				Garage Expenses	603.35
					603.35
Check	02/06/2023	18639	CarQuest Osceola	11116 · MidWest One Checking Account	-185.88
TOTAL				Garage Expenses	136.14
				Garage Expenses	49.74
					185.88

# TOWN OF OSCEOLA

## Check Detail

January 1 through February 6, 2023

Type	Date	Num	Name	Account	Original Amount
Check	02/06/2023	18640	Midwest Machinery Co	11116 · MidWest One Checking Account	-27.30
TOTAL				53240 · Equipment Repairs & Maintenance	27.30
					27.30
Check	02/06/2023	18641	Complete Automotive	11116 · MidWest One Checking Account	-381.51
TOTAL				53240 · Equipment Repairs & Maintenance	381.51
					381.51
Check	02/06/2023	18642	Todd Raddatz	11116 · MidWest One Checking Account	-568.54
TOTAL				Garage Expenses	568.54
					568.54

Total Board Bills for February 6, 2023 Check # 18598-18642 and ACH Payments from 1/5/2023-1/31/2023 for a total of \$65,892.49

Jon Cronick

Tony Johnson

Dale Lindh

Debbie Thompson

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**TOWN OF OSCEOLA**  
**BOARD OF SUPERVISORS**  
**SPECIAL TOWN BOARD MEETING**  
Monday, January 9, 2023 — 5:00 p.m.  
Meeting Minutes

The Board of Supervisors of the Town of Osceola met for a Special Town Board meeting Monday, January 9, 2023, beginning at 5:00 p.m. at the Osceola Town Hall, Dresser, Wisconsin.

**CALL TO ORDER:** Chair Lindh called the Special Town Board meeting to order at 5:03 p.m.

**VERIFICATION OF MEETING POSTING:** Clerk, Denise Skjerven, confirmed that the notice was posted at the Town Hall, Dresser Post Office, the First National Community Bank, and the Town Web Site.

**PRESENT:** Chair Lindh, Supervisors Cronick, Johnson, Thompson, Clerk, Skjerven, and Treasure Carlson

**ACCEPTANCE OF PROPOSED AGENDA**

MOTION BY THOMPSON/JOHNSON TO APPROVE THE AGENDA AS NOTED. MOTION CARRIED.

**ANNOUNCEMENT OF CLOSED SESSION**

Chair Lindh announced that the Board would be moving into closed session as posted and asked for a motion by roll call. MOTION BY THOMPSON/JOHNSON TO MOVE INTO CLOSED SESSION PURSUANT TO STATE STATUTE §19.85(1)(C), TO CONDUCT COMPENSATION REVIEW OF TOWN PUBLIC WORKS SUPERVISOR POSITION. AYES: CRONICK, JOHNSON, LINDH, AND THOMPSON. MOTION CARRIED UNANIMOUSLY. The Board entered into closed session at 5:08 p.m.

**PRESENT:** Chair Lindh, Supervisors Cronick, Johnson, and Thompson

**OPEN SESSION**

Chair Lindh announced that the Board would be moving back into open session and asked for a motion by roll call. MOTION BY THOMPSON/JOHNSON TO MOVE INTO OPEN SESSION. AYES: CRONICK, JOHNSON, LINDH AND THOMPSON. MOTION CARRIED UNANIMOUSLY. The Board entered open session at 5:38 p.m.

**PRESENT:** Chair Lindh, Supervisors Cronick, Johnson, and Thompson.

MOTION BY THOMPSON/CRONICK TO INCREASE THE PUBLIC WORKS SUPERVISOR HOURLY WAGE TO \$27.00. THIS ADJUSTMENT TO BE EFFECTIVE JANUARY 1, 2023. MOTION CARRIED UNANIMOUSLY

**REVIEW OF EMPLOYEE HANDBOOK**

The Board along with the Clerk and Treasurer discussed the revision for the employee handbook. PTO and sick time hours would be combined into one single PTO hour allotment and revision would be discussed during the next meeting in February.

**ADJOURN**

MOTION BY CRONICK/ THOMPSON TO ADJOURN THE SPECIAL TOWN BOARD MEETING MONDAY, JANUARY 9, 2023. MOTION CARRIED.

Being no further business to come before the Board, the Meeting adjourned at 6:16 p.m.

To be approved: February 6, 2023

Approved: \_\_\_\_\_

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\_\_\_\_\_ Dale Lindh, Chair

**TOWN OF OSCEOLA**  
**BOARD OF SUPERVISORS MEETING**  
Monday, January 9, 2023 — 6:30 p.m.

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Meeting Minutes

The Board of Supervisors of the Town of Osceola met for a regular monthly meeting Monday, January 9, 2023, at 6:30 p.m. at the Osceola Town Hall, Dresser, Wisconsin.

**CALL TO ORDER:** Chair Lindh called the regular meeting to order at 6:31 p.m.

**VERIFICATION OF MEETING POSTING:** Clerk Skjerven confirmed that the notice was posted at the Town Hall, Dresser Post Office, the First National Community Bank, the Town Web site and the Town Facebook site.

**PLEDGE:** Lindh led the Pledge of Allegiance to the United States Flag.

**PRESENT:** Chair Lindh, Supervisors Cronick, Johnson, and Thompson

**PUBLIC ATTENDEES:** Clerk Skjerven, Treasurer Carlson, Public Works Supervisor Raddatz, Warren Johnson, Ed Everson, Merle and Dianne Aarthun, Neil Gustafson, and Mark Johnson. There were four virtual attendees: Nealy Corcoran, Jo Everson, Mark Skjerven, and MJW.

**CHECK PRESENTATION AND APPROVAL OF BILLS**

A packet of check detail was provided at the meeting by Treasurer Carlson for the period December 12, 2022 through January 9, 2023. Approximately \$1.2 million was paid for 2022 taxes to the Polk County Treasurer (\$398,542.26), Osceola School District (\$575,022.10), St. Croix Falls School District (\$215,010.00), and Northwoods Technical College (\$30,734.58).

MOTION BY CRONICK/THOMPSON TO APPROVE THE TREASURER'S LIST OF CHECKS AND AUTOMATED PAYMENTS FOR THE PERIOD DECEMBER 12, 2022 THROUGH JANUARY 9, 2023, CHECK NUMBERS 18546 THROUGH 18597 TOTALLING \$1,290,229.36 AS PRESENTED. MOTION CARRIED.

**ACCEPTANCE OF PROPOSED AGENDA**

MOTION BY THOMPSON/CRONICK TO APPROVE THE AGENDA AS NOTED. MOTION CARRIED.

**MEETING MINUTES**

MOTION BY THOMPSON/CRONICK TO APPROVE THE 12/12/2022 REGULAR TOWN BOARD MEETING MINUTES, AND THE 12/19/2022 SPECIAL TOWN BOARD MEETING MINUTES. MOTION CARRIED.

**PUBLIC COMMENT**

There was no public comment.

**PUBLIC WORKS REPORT**

Raddatz gave a detailed report of work efforts done throughout December, which included:

- Plowing and sanding;
- Hauled and mixed sand as needed;



- Came in for multiple after-hours calls for trees down;
- Washed and greased trucks and equipment;
- Scraped slush from roads;
- Mounted wing on grader;
- Completed road rating;
- Repaired road signs that have come down;
- Ordered and picked up new road signs to replace faded and/or missing signs (8);
- Pushed back snow drifts with grader;
- Picked up trailer (for shouldering) from Somerset;
- Picked up fire numbers from Polk County

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### TREASURER'S REPORT

Treasurer Carlson informed the Board of the bank balances as of January 6<sup>th</sup>, 2023: General Fund \$41,621.43; General Money Market Account \$325,277.05; Tax Receipt Account \$1,425,954.69; Dresser Traprock Assurance \$15,070.40; ARPA \$292,454.28; and Public Works Capital \$100,717.82.

As of this time, the Town has collected 27% of taxes. Polk County and schools will receive 27% of the levied amount, and the Town will retain 27%. For example, \$1,448,000 in taxes were collected, and the Town will keep \$229,098 and rest will be distributed to Polk County and noted schools.

Carlson also shared with the Board the latest 2023 Profit and Loss Budget vs. Actual report as of January 9<sup>th</sup>, 2023, and Carlson pointed out the Transportation/Highway Aids amount has been received (\$43,149.35), tax collections thus far paid out (tax receipts are not yet all included) and expenditures paid to date are shown, and the report reflects the Town's budget of \$1,162,391.00. For January thus far there was approximately \$25,000 of expenditures—primarily for annual fee items (including for the assessor) and membership fees. The latest 2022 Profit and Loss Budget vs. Actual report shows an estimate of how the Town ended for 2022 (+\$229,380.28). Carlson mentioned there will still be adjustments to 2022 amounts as finalization occurs of all account entries. Carlson is gearing up to work with the auditor (Clifton/Larson/Allen) on the 2022 audit, which is anticipated to begin at the end of January.

MOTION BY THOMPSON/CRONICK TO APPROVE THE TREASURER'S REPORT AS PRESENTED. MOTION CARRIED.

### CLERK'S REPORT

Clerk Skjerven gave a report out of work activities during the month of December, involving: Dissemination of two building permits (both for alterations to existing properties; there were three meetings held during December).

Skjerven received nine public records requests, made updates to the Town's website of holiday closing dates, Town Board staff updates, meeting notices and minutes, for elections: posted Town Board candidate packet and completion of post-election audit; for taxes: posted Lottery & Gaming Credit Application form, the 2022 Tax Bill insert, and the 2022 Real Estate and Personal Property Tax List; for the budget: posted Resolution 22-12-01 Amending the 2022 Budget. Skjerven continues to receive permit requests for burning (there were 85 requests as of the end of December). Skjerven attended one online Webinar held by the Wisconsin Ethics Commission regarding an update of Campaign Finance Laws. Related to elections, Skjerven received two candidate packets for the April 4 Spring Election: one from Dale Lindh (for the Chair seat), and one from Tony Johnson (for one of the Town Supervisor seats).

Skjerven mentioned she just learned there will be a need for a Spring Primary in February for the Wisconsin Supreme Court position which is being vacated this summer by the current incumbent. Regarding the recodification project with CivicPlus, the contract has been fully signed, the Town paid the first one-quarter payment amount (\$2,237.25), and Skjerven completed verification of materials to be reviewed by CivicPlus (and there are questions for the CivicPlus attorney that Skjerven has raised).

## **OLD BUSINESS**

### **CONSIDER DWIGHT LAKE BOAT LANDING IMPROVEMENTS**

Supervisor Cronick mentioned he asked Polk County Land & Water Resources (L&WR) Department to contact Todd Raddatz on next steps. Todd has not yet heard back from Polk County L&WR. Treasurer Carlson indicated she was able to connect with Karsten Peterson, Conservation Engineering Technician Polk County Land & Water Resources, and Karsten indicated he has not yet submitted the application to the DNR for the permit. Treasurer Carlson also provided a 'Grant Project Resolution' application (available through the State of Wisconsin Department of Natural Resources(DNR)) to indicate the Town's interest in obtaining a cost-share grant from the Wisconsin DNR to go toward the Dwight Lake Boat Landing improvements.

MOTION BY LINDH/THOMPSON TO APPLY FOR THE GRANT PROJECT RESOLUTION THROUGH THE STATE OF WISCONSIN DEPARTMENT OF NATURAL RESOURCES FOR THE RENNOVATION OF THE DWIGHT LAKE BOAT LANDING. MOTION CARRIED.

## **NEW BUSINESS**

### **CONSIDER POTENTIAL TRANSFER OF 1.84 ACRES TO DAN HAYMAN (2361 75<sup>TH</sup> AVE.) FROM CORINNE ZEHRM**

Property owner Dan Hayman (at 2361 75<sup>th</sup> Ave.) would like to proceed with purchasing 1.84 acres from adjacent landowner Corinne Zehm (Southeast ¼ of Northwest ¼ of Sec. 30 T.33N., R.18W). A survey map was provided to the Plan Commission at the Plan Commission's December 20, 2022 meeting and the Plan Commission recommended that the Town Board approve the land transfer and replat of the Hayman property. It is unknown whether the Hayman's would keep the lots (existing and new) as two separate lots or whether they would combine the new lot with the existing property at 2361 75<sup>th</sup> Ave.

MOTION BY CRONICK/THOMPSON TO ACCEPT CORRINE ZEHRM TO SUBDIVIDE AND TRANSFER 1.84 ACRES TO DAN HAYMAN ADJOINING THE PROPERTY AT 2361 75<sup>TH</sup> AVE. MOTION CARRIED.

### **CONSIDER ROAD PROJECTS FOR 2023 BIDS**

Raddatz covered with the Board potential 2023 road projects to prepare for 2023 bids:

Pulverize/repave: 110<sup>th</sup>, from 195<sup>th</sup> to CTM Rd. Y (0.5 miles)

Widen: Nye Lane, from Nye Lane to 70<sup>th</sup> (.008 miles); 70<sup>th</sup>, from 70<sup>th</sup> to 218<sup>th</sup> (1.5 miles)

Chipseal: Ravine Dr., from Ravine Dr. to Twn Rd. 51 (1.4 miles); 240<sup>th</sup>, from Hwy 35 North (.59 miles); 94<sup>th</sup> Ave., from 240<sup>th</sup> East and West (.49 miles); 195<sup>th</sup>, from 110<sup>th</sup> to Cty F (1 mile); 60<sup>th</sup>, from 240<sup>th</sup> to Cty Road M (2.93 miles)

Spray Patch: Cessna, from Cessna to Termini (.16 miles); 218<sup>th</sup>, from Cty MM to 70<sup>th</sup> (1.5 miles); Ravine, from Ravine to Tn Rd. 51 (1.4 miles); 100<sup>th</sup>, from 240<sup>th</sup> to Cty Rd. S (1.71 miles); 113<sup>th</sup>, from Hwy 35 to Cty Rd. S (1.49 miles); 120<sup>th</sup>, from 210<sup>th</sup> to Town Line (.75 miles); 245<sup>th</sup>, from 113<sup>th</sup> to Termini (.16 miles); 60<sup>th</sup>, from Cty Road M to 240<sup>th</sup> (2.93 miles); 90<sup>th</sup>, from Hwy 35 to Cty Road MM.

Gravel: 90<sup>th</sup>, from 200<sup>th</sup> to Cty Rd. F;



Striping: On major Town roads, as required (per discussed at previous Board meetings).

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The Public Works Committee will put together cost estimates on the proposed road improvements to see how the estimates align with the Town's budget for bid preparations.

**CONSIDER PETITION FOR DIRECT ANNEXATION OF PROPERTY LOCATED IN TOWN OF OSCEOLA TO THE VILLAGE OF OSCEOLA**

Chair Lindh indicated the School District of Osceola is petitioning the Village Board of Osceola to annex the territory described below, whose purpose of annexation action is to facilitate future development. Chair Lindh confirmed the annexation has proceeded through the planning and zoning committees of the Village of Osceola and will be brought forth to the Village of Osceola Board on Tuesday, January 10, 2023. There are no property taxes on the involved properties.

**Parcel A:**

Part of the Northwest Quarter of the Southeast Quarter (being in part of Outlot 8 of the Outlot Map of Osceola) in the Village of Osceola, part of the Southwest Quarter of the Southeast Quarter (being part of Outline 9 of the Outlot Map of Osceola) in the Village of Osceola, part of the Southeast Quarter of the Southeast Quarter, part of the Northeast Quarter of the Southeast Quarter in the Township of Osceola all in Section 23, T33N, R18W, described as follows:

Commencing at the Southeast corner of said Section 23, thence on an assumed bearing along the South line of the Southeast Quarter of Section 23, South 89°33'109" West a distance of 58.40 feet to the point of beginning of parcel to be described;  
thence continuing along last said South line, South 89°33'109" West a distance of 363.35 feet to the approximate centerline of 79th Avenue, this also being the Easterly line of the recorded Plat of Spring Brook Meadows;  
thence along last said centerline and said Easterly line, North 46°40'148" West a distance of 14.20 feet;  
thence continuing along last said centerline and said Easterly line, North 47°30'131" West a distance of 675.66 feet;  
thence along part of the Easterly line of that parcel as recorded in Volume 434, page 192, Document No. 403951, in the Register of Deeds Office in said County, North 06°51'55" East a distance of 253.60 feet;  
thence along the Northerly line of last said parcel, North 72°21'02" West a distance of 280.48 feet;  
thence continuing on last said Northerly line, North 85°35'154" West a distance of 298.18 feet;  
thence continuing on last said Northerly line, North 84°59'58" West a distance of 721.72 feet;  
thence continuing on last said Northerly line and the extension thereof, South 87°41'11" West a distance of 439.24 feet to the West line of the Southeast Quarter of said Section 23;  
thence along last said West line, North 00°25'40" West a distance of 1598.61 feet;  
thence South 75°06'14" East a distance of 2676.13 feet;  
thence South 00°22'57" West a distance of 1778.86 feet to the point of beginning.

AND

**Parcel B:**

Part of the Southeast Quarter of the Southeast Quarter and part of the Northeast Quarter of the Northeast Quarter of the Southeast Quarter in Town of Osceola, all in Section 23, Township 33, North of Range 19 West, Polk County, Wisconsin, described as follows:

Beginning at the Southeast corner of said Section 23, thence on an assumed bearing along the South line of the Southeast Quarter of said Section 23, South 89°33'09" West a distance of 58.40 feet; thence North 00°22'57" East a distance of 1778.86 feet; thence South 75°06'14" East a distance of 61.98 feet to the East line of the Southeast Quarter of said Section 23, thence along last said east line, South 00°22'57" West a distance of 1762.46 feet to the point of beginning. 7

EXCEPTING THEREFROM that party lying within Education Drive as showing on Certified Survey Map No. 3940, recorded in Volume 17 of Certified Survey Maps, on Page 203, as Document No. 645991 AND FURTHER EXCEPTING that part lying within Education Avenue as showing on Certified Survey Map No. 5979, recorded in Volume 27 of Certified Survey Maps, on Page 43, as Document No. 779668 AND FURTHER EXCEPTING that part lying within the Northwest Quarter of the Southeast Quarter and the Southwest Quarter of the Southeast Quarter in the Township of Osceola all in Section 23, T33N, R18 W. PID #042-01121-0100  
PID#042-01 123-0000

#### **CONSIDER BUDGET/EXPENDITURES FOR UPDATES TO COMPREHENSIVE PLAN AND TOWN SURVEY**

Cronick gave an update on the discussions held within the Plan Commission regarding preparations for updates to the Comprehensive Plan, including conducting a Town survey. One portion of the updates relates to updating statistics because the 2020 Census data is available. Stevens Engineers already submitted to the Town a proposal not to exceed \$6,800 for providing services. Previously, the University of Wisconsin-River Falls assisted with the survey; however, the Town previously received grant monies to assist with the Comprehensive Plan expenses, and grant monies are not available at this time to assist the Town with Comprehensive Plan update expenses. The updating expenses could potentially be in the range of \$15,000.00-\$20,000.00. The Board asked that the Plan Commission continue to discuss this topic, and bring to the Board more information on potential costs for updating the Comprehensive Plan and doing a survey, and timelines as that information becomes available.

#### **CONSIDER APPOINTMENT TO COMMUNITY BOARDS AND TOWN COMMITTEES**

A Fire Board position is open to fill the third Town Board position on the Fire Board, and Supervisor Johnson was asked to be appointed to the Fire Board. Current Town Board members on the Fire Board include Chair Lindh and Supervisor Cronick.

MOTION BY LINDH/CRONICK TO APPOINT JOHNSON TO THE FIRE BOARD. MOTION CARRIED.

Regarding Board Committee appointments, Supervisor Johnson expressed interest in being on the Public Works Committee.

MOTION BY THOMPSON/LINDH TO APPOINT JOHNSON TO THE PUBLIC WORKS COMMITTEE. MOTION CARRIED.

MOTION BY LINDH/THOMPSON TO REMOVE CRONICK FROM THE PUBLIC WORKS COMMITTEE. MOTION CARRIED.

Board position openings on the Finance Committee and the Media/Technology Committee will remain open until discussed after the April Spring Election.



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#### **CONSIDER MAILBOXES: INSTALLATION AND REPLACEMENT**

This topic was discussed by the Town Board at this meeting, such as noting that curbside mailboxes on rural Town roads are not always appropriate, and that other municipalities provide the posts and swing arms for personal mailboxes and that the Town Board may want to consider putting together a mailbox ordinance. If such an ordinance was in place, at the time Town would receive a new driveway install permit, the mailbox post and arm would be purchased by the property owner and installed by the Town at that time. [The thought is that current property owners could also purchase a mailbox post and arm and have it installed by the Town.] Supervisor Johnson will look further into this topic (ordinance draft, costs, timeframe) and bring more information back to the Board at its February regular Town Board meeting.

#### **CONSIDER TOWN WEBSITE UPDATES**

Clerk Skjerven shared with the Board an estimate OF \$225.00 from the Town's current external website consultant, Jolene Jones (BHot Marketing), for one-time assistance to make the needed Town website changes to accommodate posting of videos link to the Town's website for virtual recordings.

MOTION BY LINDH/THOMPSON TO APPROVE THE EXPENDITURE OF \$225.00 TO UPDATE THE TOWN WEBSITE TO ACCOMMODATE HOSTING VIRTUAL MEETING RECORDINGS. MOTION CARRIED.

Clerk Skjerven also discussed with the Board a provided cost estimate for utilizing Jolene Jones' assistance in updating Town website pages and Skjerven asked the Board members if there was any openness toward revisions if Skjerven brought forth suggested updates. Supervisor Thompson asked to receive a detailed cost for each potential update if suggested updates are brought before the Board. Chair Lindh indicated he thought the Town's website was already very good and is a user-friendly website. Skjerven was asked to look into the 'traffic' onto the Town's website.

#### **CONSIDER PURCHASE OF COMPUTER FOR TREASURER**

Treasurer Carlson presented to the Board the cost estimate for purchasing a new computer for her use. The estimate includes a cost of \$1,049.00 for the purchase of an HP ProBook 455 G9 15.6" Notebook, a cost of \$15.00 per month for the Microsoft 365 Business Standard, and a cost of \$2.50 per month for Vipre Business internet security, for a total cost of \$1,066.50.

MOTION BY CRONICK/THOMPSON TO APPROVE THE PURCHASE OF A NEW COMPUTER THROUGH CONNECTING POINT FOR THE TREASURER AND TRANSFERING THE TREASURER'S OLD COMPUTER FOR USE WITH VIRTUAL MEETINGS AT A COST OF \$1,066.50. MOTION CARRIED.

#### **CHAIR'S REPORT**

There was a complaint raised by a Town resident of burning without a permit and that the burning was producing noxious odors. Chair Lindh visited the property owner located in the Town of Nye doing the burning. There have also been complaints regarding mailboxes being knocked down due to the snow plowing. Chair Lindh spoke to the affected residents and found in all cases the mailboxes had deteriorated posts.

#### **SUPERVISOR'S REPORT/CRONICK (including Plan Commission update)**

There was a Plan Commission meeting on December 20, 2022 and discussed the potential transfer of 1.84 acres to Dan Hayman (2361 75<sup>th</sup> Ave.) from adjoining property owner Corrine Zehm.



There were discussions on the potential costs for updates to the Comprehensive Plan and recommended the topic of the potential costs to update the Town's Comprehensive Plan be brought forth to the Town Board for discussion and consideration.

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#### **SUPERVISOR'S REPORT/JOHNSON**

Johnson indicated he is looking forward to working with the Public Works Committee.

#### **SUPERVISOR'S REPORT/THOMPSON**

Nothing to report.

#### **COMMITTEE REPORTS: CONSIDERATION/REVIEW/DISCUSSION**

Finance: Nothing to report.

Media & Technology: Nothing to report.

Personnel Committee: Work efforts on updates to the Employee Handbook continue; updates are nearly completed.

Public Works: Working with Todd to determine the 2023 road projects to go out for bid.

#### **REQUEST FOR FUTURE MEETING AGENDA ITEMS**

- Old Business:
  - Consider Dwight Lake Boat Landing Improvements
  - Consider Road Projects for 2023 Bids
  - Consider Budget/Expenditures for Updates to Comprehensive Plan and Town Survey
  - Consider Mailboxes: Installation and Replacement
  - Consider Town Website Updates
- New Business:
  - Consider HVAC Quote (with possible grant assistance)

#### **NEXT PLAN COMMISSION MEETING**

January 24, 2023, 6:00 p.m.

#### **NEXT TOWN BOARD MEETING**

February 6, 2023, 6:30 p.m.

#### **COMMUNITY MEETINGS BOARD MEMBERS ATTEND**

- Osceola Area Ambulance Board Meeting: Wed., Jan. 11, 6:00 p.m., Osceola Area Ambulance Hall
- Fire Board meeting: Thurs., Jan. 19, 6:00 p.m. (Dresser station)

#### **ADJOURN**

MOTION BY THOMPSON/CRONICK TO ADJOURN THE TOWN BOARD MEETING MONDAY, JANUARY 9, 2023. MOTION CARRIED. The meeting adjourned at 7:47 p.m.

**To be approved:** February 6, 2023

Approved:

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Denise Skjerven, Town Clerk

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## **Public works report**

- 1. Continue to push out intersection and wing shoulders out.**
- 2. Drive to Nebraska to pick up shouldering machine.**
- 3. Plow and sand and scrape slush as needed.**
- 4. Haul sand.**
- 5. Wash and grease trucks and equipment.**
- 6. Repair light in office**
- 7. Pickup monitor for cameras from Amery and mount in office**
- 8. Replace broken connector on plow for one ton.**
- 9. Work on road work plan**
- 10.       Cut up down trees.**

# Alerts

## ⚠ Stay Alert

Know about changes to your finances and online security. Choose when and what alerts you get by email or text message.

# Accounts

<u>GENERAL FUND</u>	Available balance <b>\$241,090.34</b>	<u>Recent</u> ▼
<u>GENERAL MONEY MARKET ACCOUNT</u>	Available balance <b>\$303,636.57</b>	<u>Recent</u> ▼
<u>TAX RECEIPT ACCOUNT</u>	Available balance <b>\$2,048,831.90</b>	<u>Recent</u> ▼
<u>DRESSER TRAPROCK ASSURANCE</u>	Available balance <b>\$15,074.36</b>	<u>Recent</u> ▼
<u>ARPA</u>	Available balance <b>\$293,388.88</b>	<u>Recent</u> ▼
<u>PUBLIC WORKS CAPITAL</u>	Available balance <b>\$101,039.68</b>	<u>Recent</u> ▼

# Payments & transfers <sup>\$ 3,003,061.73</sup>

## Internal

From	To	Amount	Date
There are no issued transfers.			

# Pay or transfer

From account \*

GENERAL FUND XXX1087

Available balance: \$241,090.34

To account \*

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02/06/23

Cash Basis

# TOWN OF OSCEOLA

## Profit & Loss Budget vs. Actual

### January through December 2023

	Jan - Dec 23	Budget	\$ Over Budget	% of Budget
<b>Income</b>				
Intergovernmental Revenue				
Fire Insurance Dues	0.00	14,000.00	-14,000.00	0.0%
Highway Aids	43,149.35	172,597.00	-129,447.65	25.0%
Municipal Services	17,753.48	110.00	17,643.48	16,139.5%
T.R.I.P./T.R.I. Payments	0.00	18,013.00	-18,013.00	0.0%
41005 · Forest Crop/MFL Aid	0.00	400.00	-400.00	0.0%
41008 · In Lieu of Tax - DNR Land	2,440.16	3,800.00	-1,359.84	64.2%
41010 · State Shared Revenue	0.00	37,211.00	-37,211.00	0.0%
45011 · County-Rural Fire Numbers	900.00	330.00	-330.00	0.0%
Intergovernmental Revenue - Other	0.00			
<b>Total Intergovernmental Revenue</b>	<b>64,242.99</b>	<b>246,461.00</b>	<b>-182,218.01</b>	<b>26.1%</b>
Licenses & Permits				
Driveway Permits	0.00	400.00	-400.00	0.0%
Liquor & Related Licenses	0.00	4,000.00	-4,000.00	0.0%
44145 · Dog Licenses	1,100.00	1,500.00	-400.00	73.3%
44300 · Building Permits & Fees	557.82	19,000.00	-18,442.18	2.9%
<b>Total Licenses &amp; Permits</b>	<b>1,657.82</b>	<b>24,900.00</b>	<b>-23,242.18</b>	<b>6.7%</b>
Miscellaneous Revenue				
48100 · Interest Income	6,312.05	5,000.00	1,312.05	126.2%
48111 · Miscellaneous Income	-8.00			
<b>Total Miscellaneous Revenue</b>	<b>6,304.05</b>	<b>5,000.00</b>	<b>1,304.05</b>	<b>126.1%</b>
Mobile Home Fees	0.00	148.00	-148.00	0.0%
Tax Collections				
Forest Crop/MFL Taxes	4,299.83	250.00	4,049.83	1,719.9%
Personal Property Taxes	5,262.42			
41224 · Property Taxes	3,129,625.65	835,324.00	2,294,301.65	374.7%
<b>Total Tax Collections</b>	<b>3,139,187.90</b>	<b>835,574.00</b>	<b>2,303,613.90</b>	<b>375.7%</b>
Tax Collections - Other				
Property Tax Settlement-Schools	-790,032.10			
Property Tax Settlement-VoTech	-30,734.58			
41228 · Tax Collection Overpayments	-1,340.42			
41229 · Property Tax Settlement-County	-398,542.26			
<b>Total Tax Collections - Other</b>	<b>-1,220,649.36</b>			
450102 · Intergovernmental Charges				
Fire Assoc. Loan Repayment	0.00	50,308.00	-50,308.00	0.0%
<b>Total 450102 · Intergovernmental Charges</b>	<b>0.00</b>	<b>50,308.00</b>	<b>-50,308.00</b>	<b>0.0%</b>



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Cash Basis

# TOWN OF OSCEOLA

## Profit & Loss Budget vs. Actual

### January through December 2023

	Jan - Dec 23	Budget	\$ Over Budget	% of Budget
Total Income	1,990,743.40	1,162,391.00	828,352.40	171.3%
Gross Profit	1,990,743.40	1,162,391.00	828,352.40	171.3%
Expense				
Animal Warden				
Animal Warden Wages	25.00	500.00	-475.00	5.0%
Mileage & Expenses	11.79	400.00	-388.21	2.9%
54904 · Dog License to County	0.00	700.00	-700.00	0.0%
Total Animal Warden	36.79	1,600.00	-1,563.21	2.3%
Assessment of Property				
Assessor's Contract	8,144.00	39,720.00	-31,576.00	20.5%
Publications	0.00	200.00	-200.00	0.0%
Total Assessment of Property	8,144.00	39,920.00	-31,776.00	20.4%
Audit Services				
Building Expenses				
Bldg Repairs & Maint	101.85	2,500.00	-2,398.15	4.1%
Insurance	0.00	1,200.00	-1,200.00	0.0%
Operating Supplies	0.00	200.00	-200.00	0.0%
Sanitation Expenses	0.00	1,000.00	-1,000.00	0.0%
Water & Sewer Utilities	86.20	1,000.00	-913.80	8.6%
51611 · Electric Utilities	123.69	2,200.00	-2,076.31	5.6%
51612 · Gas Utilities	492.61	2,600.00	-2,107.39	18.9%
51616 · Telephone/Internet	139.98	3,000.00	-2,860.02	4.7%
Total Building Expenses	944.33	13,700.00	-12,755.67	6.9%
Capital Equipment				
Office Equipment	1,365.50			
Total Capital Equipment	1,365.50			
Capital Improvement				
Highway Cap Improve	0.00	5,000.00	-5,000.00	0.0%
Capital Improvement - Other	0.00	15,000.00	-15,000.00	0.0%
Total Capital Improvement	0.00	20,000.00	-20,000.00	0.0%
Clerk & Treasurer				
Clerk Wages	3,030.67	28,008.00	-24,977.33	10.8%
Insurance	0.00	2,500.00	-2,500.00	0.0%
Mileage & Expenses	0.00	1,000.00	-1,000.00	0.0%
Postage	104.20	1,200.00	-1,095.80	8.7%
Treasurer Wages	3,721.71	20,276.00	-16,554.29	18.4%
Treasurer/Tax Collection	0.00	2,500.00	-2,500.00	0.0%
51421 · Dues & Training	65.00	2,000.00	-1,935.00	3.3%

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Cash Basis

# TOWN OF OSCEOLA

## Profit & Loss Budget vs. Actual

### January through December 2023

	Jan - Dec 23	Budget	\$ Over Budget	% of Budget
51422 · Employer Payroll Taxes	0.00	3,885.00	-3,885.00	0.0%
51425 · Office Supplies	542.90	3,500.00	-2,957.10	15.5%
51429 · Retirement	75.86	1,905.00	-1,829.14	4.0%
51435 · Website & Computer Expenses	1,102.00	8,000.00	-6,898.00	13.8%
<b>Total Clerk &amp; Treasurer</b>	<b>8,642.34</b>	<b>74,774.00</b>	<b>-66,131.66</b>	<b>11.6%</b>
Consulting Fees	0.00	425.00	-425.00	0.0%
Debt Service				
58100 · Fire Station Principal Payment	0.00	50,308.00	-50,308.00	0.0%
<b>Total Debt Service</b>	<b>0.00</b>	<b>50,308.00</b>	<b>-50,308.00</b>	<b>0.0%</b>
Elections				
Annual Machine Fees	2,009.84	1,595.00	414.84	126.0%
Publications	177.45	425.00	-247.55	41.8%
Supplies	60.00	1,000.00	-940.00	6.0%
51442 · Wages	0.00	4,500.00	-4,500.00	0.0%
<b>Total Elections</b>	<b>2,247.29</b>	<b>7,520.00</b>	<b>-5,272.71</b>	<b>29.9%</b>
Gopher Bounty Expenses	0.00	1,800.00	-1,800.00	0.0%
Legal Fees				
Legal Fees Municode	2,237.25	4,475.00	-2,237.75	50.0%
Municipal Attorney Fees	-564.25	7,000.00	-7,564.25	-8.1%
Other/Background Checks	0.00	100.00	-100.00	0.0%
<b>Total Legal Fees</b>	<b>1,673.00</b>	<b>11,575.00</b>	<b>-9,902.00</b>	<b>14.5%</b>
Local Cemetary Funding	0.00	2,000.00	-2,000.00	0.0%
Park Expenses				
Park Expenses - Misc & Other	0.00	4,000.00	-4,000.00	0.0%
<b>Total Park Expenses</b>	<b>0.00</b>	<b>4,000.00</b>	<b>-4,000.00</b>	<b>0.0%</b>
Planning Commission				
Computer/Emails	105.60	1,440.00	-1,334.40	7.3%
Per Diems	0.00	1,800.00	-1,800.00	0.0%
Postage Office Supplies & Pub	0.00	500.00	-500.00	0.0%
Publications	0.00	100.00	-100.00	0.0%
51601 · Employer Payroll Taxes	0.00	138.00	-138.00	0.0%
<b>Total Planning Commission</b>	<b>105.60</b>	<b>3,978.00</b>	<b>-3,872.40</b>	<b>2.7%</b>
Public Safety				
Ambulance Contract (Osceola)	30,030.00	30,030.00	0.00	100.0%
Ambulance Contract (St. Croix)	4,205.00	5,177.00	-972.00	81.2%
Fire Department Contract	0.00	149,751.00	-149,751.00	0.0%
Fire Dues to Department	0.00	14,000.00	-14,000.00	0.0%

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Cash Basis

# TOWN OF OSCEOLA

## Profit & Loss Budget vs. Actual

### January through December 2023

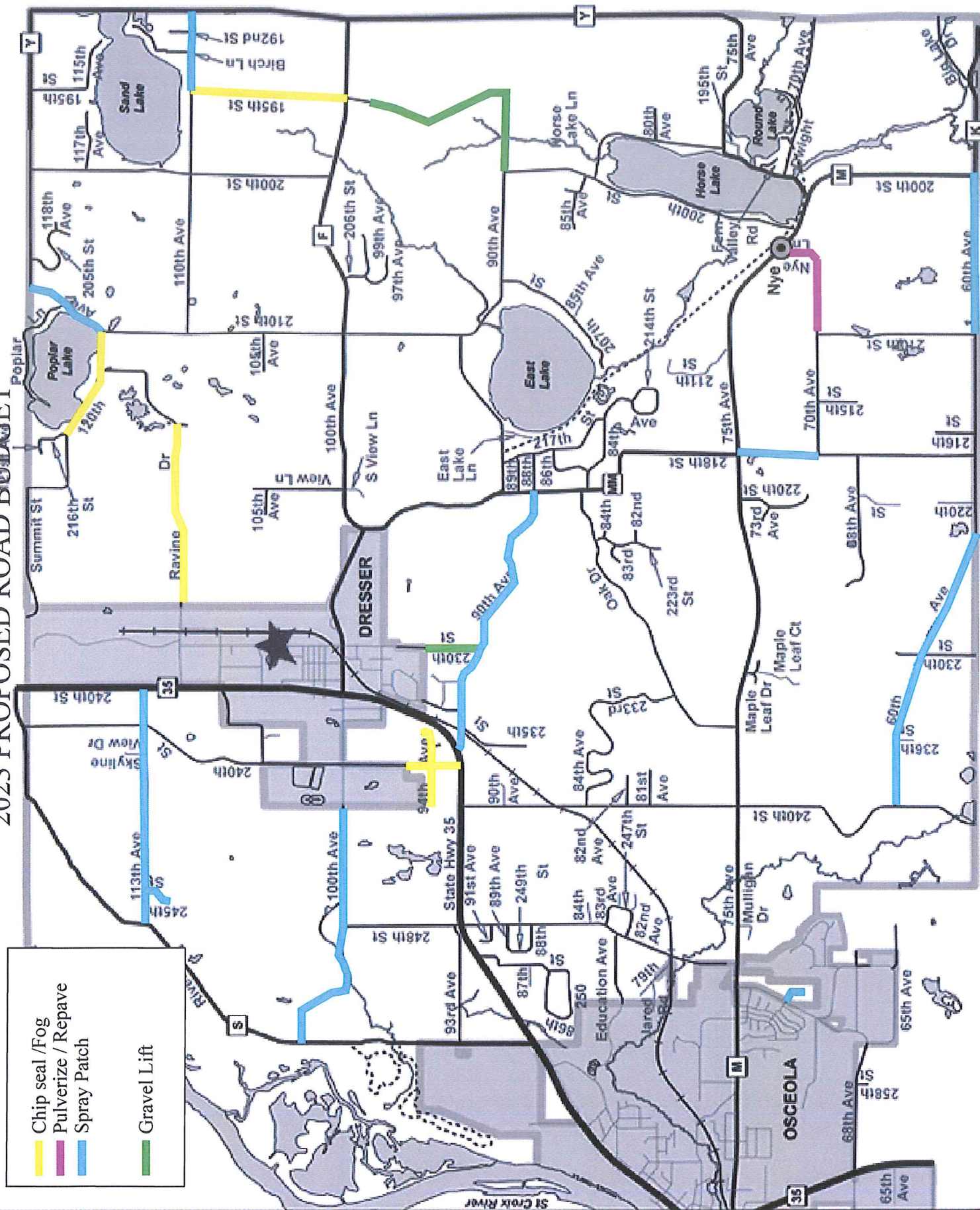
	Jan - Dec 23	Budget	\$ Over Budget	% of Budget
<b>Total Public Safety</b>	34,235.00	198,958.00	-164,723.00	17.2%
<b>Public Works</b>				
Adopt-A-Town Road	0.00	120.00	-120.00	0.0%
Capital Highway Equipment	0.00	50,000.00	-50,000.00	0.0%
Dues & Training	310.00	300.00	10.00	103.3%
Full-Time PW Wages (Wages for Full Time Employee)	5,020.70	56,400.00	-51,379.30	8.9%
Full Time PW OT Wages (Wages paid at 1.5 for OT hours)	313.39			
Garage Expenses	1,641.24	3,500.00	-1,858.76	46.9%
Highway Construction	0.00	404,436.00	-404,436.00	0.0%
53240 · Equipment Repairs & Maintenance	443.45	8,000.00	-7,556.55	5.5%
53241 · Fuel	4,463.86	20,000.00	-15,536.14	22.3%
53244 · Insurance	0.00	10,500.00	-10,500.00	0.0%
53246 · Supervisor PW Wages	8,832.54	66,200.00	-57,367.46	13.3%
53247 · Retirement	312.47	8,404.00	-8,091.53	3.7%
53248 · Road Maintenance & Repair	1,445.03	25,000.00	-23,554.97	5.8%
53252 · Employer Payroll Taxes	0.00	9,455.00	-9,455.00	0.0%
53253 · Part-Time PW Wages	0.00	1,000.00	-1,000.00	0.0%
53254 · PW Cell Phone	158.00	1,200.00	-1,042.00	13.2%
53272 · Short Term Disability	227.24	1,584.00	-1,356.76	14.3%
<b>Total Public Works</b>	23,167.92	666,099.00	-642,931.08	3.5%
<b>Town Board</b>				
Board Salaries	2,333.36	17,500.00	-15,166.64	13.3%
Computer/Email	79.20	1,200.00	-1,120.80	6.6%
Dues & Training	771.25	1,420.00	-648.75	54.3%
Insurance	-78.00	2,000.00	-2,078.00	-3.9%
Office Supplies	295.00	500.00	-205.00	59.0%
Publications	0.00	2,000.00	-2,000.00	0.0%
51117 · Employer Payroll Taxes	0.00	1,339.00	-1,339.00	0.0%
<b>Total Town Board</b>	3,400.81	25,959.00	-22,558.19	13.1%
<b>51800 · Payroll Expenses</b>	2,247.73	0.00	2,247.73	100.0%
<b>52400 · Building Inspection Expense</b>	139.70	19,000.00	-18,860.30	0.7%
<b>59998 · Reserve for Contingencies</b>	0.00	15,000.00	-15,000.00	0.0%
<b>Total Expense</b>	86,350.01	1,162,391.00	-1,076,040.99	7.4%
<b>Net Income</b>	1,904,393.39	0.00	1,904,393.39	100.0%

## HIGHLIGHTS OF CLERK ACTIVITIES DONE THIS MONTH:

### JANUARY:

TASKS	#	FURTHER COMMENTS
<b>Ordinances/</b>	3	23-01-02 to Adopt the WI Municipal Records Schedule (DRAFT) Chapter 3 Finance and Taxation (DRAFT)
<b>Resolutions</b>	1	23-01-01 Mailboxes (DRAFT) 23-01-01 Amendment of Fee Schedule (DRAFT)
<b>Building Permits</b>	1 0	Alterations to existing property New construction
<b>Driveway Permits</b>	0 0	With new construction Stand Alone
<b>Meetings and Minutes</b>	3	1/9 Special Town Board 1/9 Regular Town Board 1/24 Plan Commission (mtg agenda packet and posting)
<b>Public Records Requests</b>	5	12 mos. Bank statements, outstanding transactions, and 2 payees '22 Financial transactions Recording and minutes of 1/9 TBM
<b>Ads</b>	2	Spring Primary: Key Dates; and, Type E Voting by Absentee (combined with 4 other Towns)
<b>Town's Web Page (and Town Facebook site)</b>		Added 'Recreation' tab Meeting Notices and Minutes Elections: posted 'Key Dates' for Spring Primary
<b>Form Updates</b>		
<b>Public Walk-in/calls</b>		burning permits (19 thus far)
<b>Training</b>	2	Webinars by Wisc. Elections Commission (re Prep for Feb Primary & Spring Election)
<b>Elections</b>		Preparing for February 21 <sup>st</sup> Primary: set up election poll workers (5 per shift, plus CEI; 4 staying after polls close to tally); using only ICE/paper ballot equipment; Teri Wallis is CEI (for Primary and Spring Election); mailing out absentee ballots (25 thus far); receiving a few voter registration requests







# Proposed Town of Osceola Road Budget 2023

\$ 404,436.00

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2023	Road	From	To	Feet	Miles	budget\$	Total
Long Line Striping		1		31680	6	8,015.04	
				0	0	-	
				0	0	-	
				31680	6		8,015.04
Crack Sealing				0	0	-	
				0	0	-	
				0	0	-	
				0	0		-
Poly Flex Patch				0	0	-	
				0	0	-	
				0	0	-	
				0	0		-
Chipseal/Fog	Ravine Drive	TN Rd 51	Termini	5702.4	1.08	22,870.05	
	94th Ave	Termini	240th St	1320	0.25	5,293.99	
	94th Ave	240th St	Termini	1320	0.25	5,293.99	
	120th Ave	210th St	216th St	3960	0.75	15,881.98	
	195th St	Cty Rd F	110th Ave	5280	1	21,175.97	
	240th St	Hwy 35	Termini	3115.2	0.59	12,493.82	
				20697.6	3.92		83,009.79
Scrub/Fog				0	0	-	
				0	0	-	
				0	0	-	
				0	0		-
Pulverize/Repave (2.5")	70th Ave	Nye Lane	210th St	3960	0.75	146,171.52	
	Nye Lane	70th Ave	Cty Rd M	422.4	0.08	15,591.63	
				0	0	-	
				4382.4	0.83		161,763.15
Spray Patching	Cessna Rd	Termini	Simmon Dr	844.8	0.16	124.19	
	Ravine	TN Rd 51	Termini	6072	1.15	892.58	
	60th Ave	Cty Rd M	210th St	5332.8	1.01	3,663.63	
	60th Ave	218th St	240th St	10137.6	1.92	1,490.23	
	90th Ave	Cty Rd MM	Hwy 35	9662.4	1.83	1,420.37	
	100th Ave	240th St	Cty Rd S	9028.8	1.71	1,327.23	
	110th Ave	Cty Rd Y	200th St	2640	0.5	388.08	
	113th Ave	Hwy 35	Cty Rd S	7867.2	1.49	5,404.77	
	120th Ave	210th St	Termini	3960	0.75	2,720.52	
	218th St	70th Ave	Cty Rd M	2692.8	0.51	395.84	
	240th St	Hwy 35	94th Ave	3115.2	0.59	457.93	
	245th St	Termini	113th Ave	844.8	0.16	580.38	
				62198.4	11.78		18,865.76
Shouldering 2'w x.5'd	70th Ave	Nye Lane	210th St	5491.2	1.04	6,101.33	
	Nye Lane	70th Ave	Cty Rd M	422.4	0.08	469.33	
	misc roads			26400	5	29,333.33	
				32313.6	6.12		35,904.00
Gravel Lifting Road	70th Ave	Nye Lane	210th St	3960	0.75	14,520.00	
	Nye Lane	70th Ave	Cty Rd M	422.4	0.08	1,548.80	
	90th Ave	195th St	200th St	2640	0.5	2,112.00	
	195th Ave	90th Ave	Cty Rd F	5649.6	1.07	4,519.68	
	230th Ave	90th Ave	Termini	2640	0.5	2,581.33	
				15312	2.9		25,281.81
Culverts		1				4,500.00	
		2				4,500.00	
		3				4,500.00	
		4				4,500.00	
							18,000.00
Wedge		1				6,000.00	
		2				6,000.00	
		0					
							12,000.00
Total							\$ 362,839.55
							41,596.45

#### Town Responsibilities for Damage

The Town of Osceola will not be responsible for repair or replacement of mailboxes not meeting the aforementioned standards if or when damaged in the course of lawful and necessary town activities.

It is the intention of this policy that if a mailbox is accidentally damaged in the process of removing snow, mowing the right of way, graveling the shoulder, or any other act of maintaining the right of way, the town will provide a swinging arm mailbox post and/or mailbox or reimburse owner for same. In no instance is the town responsible for replacing mailboxes or posts of like kind but only with swinging arm mailbox post and standard mailboxes or the equivalent retail value thereof.

Keeping snow and ice away from the front of the box will help the plows safely remove snow.

As examples: if the snowplow blade strikes a mailbox the Town will replace it; however, if snow exiting a snow plow blade knocks a post over due to a rotted or weakened post the Town will not be responsible for its replacement.

If the Town accepts responsibility to repair the mailbox, the public works department will temporarily repair or provide for a temporary mailbox within forty-eight (48) hours of receipt of notice and acknowledgement that the Town is responsible for the damage. Permanent mailbox repairs will be made in the spring when the frost has left the ground.

Claims for damaged mailboxes and/or posts must be made within seven days of the event to the Town.

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TOWN OF OSCEOLA  
POLK COUNTY WISCONSIN

**ORDINANCE # 23-01-01**

**MAILBOXES**

The Town Board of Supervisors of the Town of Osceola, Polk County, Wisconsin, hereby ordains as follows:

**SECTION I: PURPOSE.**

The purpose of this ordinance is to regulate and control new mailbox post installations within the Town of Osceola in order to promote public health, safety, general welfare, convenient mail delivery, and to accommodate snow removal and road maintenance. This can be accomplished by requiring proper placement of all new and replacement mailbox posts using the following standards.

**SECTION II: DEFINITIONS.**

Mailbox: A receptacle, and post that holds it, that complies with current US Postal standards.

**SECTION III: MAILBOX STANDARDS.**

- Bottom of mailbox shall be 42 to 48 inches from the road surface to the bottom of the box;
- 40 inches of minimum clearance from the road surface under the lateral support, with no bracing under lateral support on roadside of post;
- Setback to front of mailbox shall be 0 to 12 inches from the shoulder, not closer than 24 inches to the edge of the road surface;
- The post shall be setback a minimum of 36 inches from the front of the mailbox;
- Ideal distance from road center is 17 feet, not closer than 5 feet from road edge to post;
- Wood posts shall not be larger than 4 inches by 4 inches;
- Steel posts shall not be larger than 2-inch diameter standard pipe;
- Telephone/Power poles, heavy metal posts, concrete posts, antique farm equipment, or other similar items are prohibited;
- Mailboxes shall not be closer than 200 feet to another mailbox, they shall share a support when closer than 200 feet;
- Any newspaper boxes shall be attached to mailbox support, not on a separate post, maintaining 40 inches minimum clearance measured from road surface.

At this time the Town of Osceola is not regulating the size or type of mailbox so long as it is approved by the Postmaster General. The Town would like to offer the following suggestions:

- A plastic mailbox can become brittle in the winter;
- Certain color mailboxes are harder to see than others at certain times of the year, such as white in the winter against the snow;
- Oversized mailboxes may collapse from the weight of the snow;
- Decorative mailboxes such as fish, dogs, tractors, etc. are more prone to damage.
- The Town of Osceola will sell & install a mailbox post or swinging arm mailbox that meets the requirement of the ordinance for a fee amount as noted in the Fee Schedule. Contact the Clerk to order one.

Mailbox supports shall be designed so that if struck, it will bend or fall away from the striking vehicle to prevent severe damage to the vehicle or injury to the traveling public.

The issue of public safety will be the basis of the Town of Osceola taking action to have individuals repair, replace, or relocate mailboxes or mailbox supports.

All mailboxes shall be located on one side of the road only and shall share supports as determined by the Town of Osceola.

Mailboxes shall not be located within the circle of a cul de sac, they shall be placed along the straight portion of the road immediately preceding or immediately following the cul de sac as determined by the Town of Osceola.

Prior to installation of any mailbox, you must obtain a mailbox permit which needs to be approved by the designated town official who will inspect the location and type of mailbox. At this time, there will be no charge for this permit.

#### **SECTION IV: VIOLATION AND PENALTIES**

Anyone who fails to comply with the provisions in this ordinance may be subject to a fine and may be ordered to remove and replace their mailbox to meet the provisions of this ordinance at the violator's expense.

#### **SECTION V: EFFECTIVE DATE**

This ordinance shall become effective upon its publication and/or posting in the manner set forth in s. 60.80, Wis. Stats.

Passed this 6<sup>th</sup> Day of February, 2023

By the Town Board of the Town of Osceola

\_\_\_\_\_  
Dale Lindh, Chair

\_\_\_\_\_  
Jon Cronick, Supervisor

\_\_\_\_\_  
Tony Johnson, Supervisor

\_\_\_\_\_  
Debbie Thompson, Supervisor

**ATTEST:**

\_\_\_\_\_  
Denise Skjerven, Clerk

\_\_\_\_ Voice Vote  
\_\_\_\_ Roll Call Vote  
\_\_\_\_ Ayes; \_\_\_\_ Nays; \_\_\_\_ Absent/Abstain



516 East Avenue North  
P. O. Box 216  
Dresser, WI 54009-0216  
Office: 715-755-3060



Polk County, Wisconsin  
www.townofosceola.com

# REQUEST FOR SWINGING ARM MAILBOX POST

The following is a record for purchase / installation of a swinging arm mailbox post within the Town of Osceola:

Individual(s) Requesting a Mailbox Post

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Phone #: \_\_\_\_\_

Signature: \_\_\_\_\_

Request Received: Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Received by \_\_\_\_\_

Submitted request to Road Worker: Date \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Installed On: Date \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Installed by: \_\_\_\_\_

Remarks: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



516 East Avenue North  
P. O. Box 216  
Dresser, WI 54009-0216  
Office: 715-755-3060

**TOWN OF OSCEOLA**  
**Polk County, Wisconsin**  
www.townofosceola.com

**RESOLUTION 232-018-01 AMENDMENT OF FEE SCHEDULE  
FOR THE TOWN OF OSCEOLA**

**WHEREAS**, the Town Board of Supervisors for the Town of Osceola has determined that it is prudent to create a Fee Schedule to provide efficiency, economy and uniformity in establishing and adjusting the fees charged by the Town of Osceola as enumerated throughout the Town of Osceola Code of Ordinances into one abbreviated schedule; and,

**WHEREAS**, the fees set forth in the Fee Schedule append the fees in the Town of Osceola Code of Ordinance; and,

**WHEREAS**, the fees set forth in the Fee Schedule may be added to or amended from time to time by adoption of a Resolution; and,

**WHEREAS**, the Town Board shall review the Fee Schedule on an annual basis for the purpose of adjusting and updating the fees charged by the Town, and any amendments or additions thereto may be made by Resolution; and,

**WHEREAS**, the fees set forth in the Fee Schedule shall supersede any fee established elsewhere in the Town's Code of Ordinance or Resolutions for the same charge, and if a fee is set forth elsewhere in the Town of Osceola's Code of Ordinance or via a Resolution, and there is no corresponding fee set forth in the attached Fee Schedule, the fee set forth elsewhere in the Code of Ordinance or the Resolution shall control until such time as a fee for the same charge is established in the Fee Schedule; and,

**SO THEREFORE BE IT RESOLVED** that the Town Board of Supervisors for the Town of Osceola approves the following Fee Schedule as defined in the attached schedule; and

**BE IT FURTHER RESOLVED** that this schedule shall become effective upon passage and posting thereof.

Adopted this ~~1st-6th~~ day of ~~August-February~~ 202~~23~~, at a Town Board of Supervisors Regular Board Meeting.  
Effective ~~1st-6th February-August, 20222023~~.

Formatted: Superscript

\_\_\_\_\_  
Dale Lindh, Chair

\_\_\_\_\_  
Jon Cronick, Supervisor

\_\_\_\_\_  
~~Bernie Desmarais~~ Tony Johnson, Supervisor

\_\_\_\_\_  
~~Jo Everson~~ Debbie Thompson, Supervisor

\_\_\_\_\_  
Debbie Thompson, Supervisor

ATTEST:

Denise Skjerven, Clerk

DRAFT

# TOWN OF OSCEOLA

Polk County, Wisconsin

www.townofosceola.com

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## FEE SCHEDULE

Effective ~~August 1~~ February 6, 2022

Ordinance Title or Category	Permit Application or Procedure	Fee
Chapter 8 Public Works	Driveway Permit	\$50.00
	House Moving Permit	\$100.00
	Mailbox (purchase and install)	\$80.00
Chapter 9 Animals	Dog License (adopted 11/1/21, Res. 21-11-05)	
	Spayed or Neutered	\$10.00
	Unspayed/Neutered	\$15.00
	Kennel License (5 - 12 dogs)	\$10.00
	Additional Dog tags over 12	\$6.00 Ea.
	Late Fee after March 31	\$5.00
Chapter 11 Public Health	Building Permits	WIA
	Town Admin:	
	\$100 (new construction) \$50 (all others)	
	Renewal Permit	\$50.00
Chapter 12 Licenses & Permits	Beverage (liquor) License	
	Class "A" Intoxicating Liquor License	\$500.00
	Class "A" Fermented Malt Beverage License	\$100.00
	"Class B" Intoxicating Liquor License	\$500.00
	Reserve "Class B" Initial Issuance Fee	\$10,000.00
	Class "B" Fermented Malt Beverage License	\$100.00
	Operator (Bartender) License	\$20.00
	Provisional License	\$15 for 60 days
	Cigarette License	\$100.00
	Background Check	Dept of Justice fee; Town Admin: \$10.00
	Mobile Home parking fee	\$10.00
	Mobile Homes outside of parks	\$40.00
	Mobile Homes inside of parks	\$150.00

516 East Avenue North  
P. O. Box 216  
Dresser, WI 54009-0216  
Office: 715-755-3060

# TOWN OF OSCEOLA

Polk County, Wisconsin

[www.townofosceola.com](http://www.townofosceola.com)

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## FEE SCHEDULE

Effective ~~August 1~~ February 6, 2022

<i><b>Ordinance Title or Category</b></i>	<i><b>Permit Application or Procedure</b></i>	<i><b>Fee</b></i>
Chapter 14 Non-metallic Mineral Extraction & Permit Regulation	Non-Metallic Mineral Extraction Permit Conditional Permit Renewal Permit New Permit	No Fee \$700/5 yrs \$700/5 yrs
Chapter 18 Subdivision & Platting	Certified Survey Map Review by Town Board	\$100 (residential) \$150 (nonresidential) \$20/acre (lots less than 19 acres)
Other License	Secondhand Article Dealer License Secondhand Jewelry Dealer License	\$40.00 \$45.00
Miscellaneous Fees	Copy Charge	\$0.25 per page

Attest:  
Denise Skjerven  
Clerk



# **Town of Osceola Comprehensive Plan**

## **FAQ – Frequently Asked Questions**

### **Town of Osceola – Polk County, Wisconsin**

#### **When does the Town of Osceola (Polk County, Wisconsin) Comprehensive Plan expire?**

It was adopted in October of 2009 and is a 20-year plan. A new plan would be due October of 2029.

#### **What currently needs to be done with the plan?**

According to Wisconsin State Statute 66.1001(2)(i) comprehensive plans must be updated not less than once every 10 years. The law does not define “update(s).”

Per the Wisconsin Department of Administration (WI-DOA)

([doa.wi.gov/pages/localgovtsgrants/comprehensive-planning.aspx](http://doa.wi.gov/pages/localgovtsgrants/comprehensive-planning.aspx)) optimally, the local government would update all of the background information such as demographic data and the current land use map. The WI-DOA suggests going through a public participation process to evaluate goals, objectives, the future land use map, etc. A local government may do much less to update its plan, however, they must go through the process in state statute 66.1001(4) to adopt the updated plan or re-adopt the original plan if it is adequate.

Summarized, the plan could use minor revisions. Those minor revisions help improve the accuracy of the plan and should make the planning process more streamlined when the Town writes a new plan around 2030.

#### **What are examples of minor revisions the Town could consider updating in the plan now?**

- Goals
- Objectives
- Policies
- Name changes
- Reference to cooperative agreements
- Programs put forth by the original plan
- Current and future land uses maps

#### **What is the difference between doing a comprehensive plan REVISION versus a REWRITE?**

Revision = minor changes to the nine elements of the plan if applicable

Survey may not be needed (which is a major cost).

Uses information that is readily available.

Rewrite = major comprehensive approach to the nine elements of the plan

Survey may be justified. Public input meetings required.

#### **What are the Nine Elements of a Comprehensive Plan?**

- Issues and opportunities
- Housing
- Transportation
- Utilities and community facilities
- Agricultural, natural, and cultural resources
- Economic Development
- Intergovernmental Cooperation
- Land Use
- Implementation



# **Town of Osceola Comprehensive Plan**

## **FAQ – Frequently Asked Questions**

### **Town of Osceola – Polk County, Wisconsin**

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#### **Should the Town spend an additional \$15,000–\$20,000 on the plan now?**

No. Unless there is a bona fide reason to do a full REWRITE, there is no need or reason to spend that amount of money on the plan.

According to the current plan, that will occur around 2029.

There is no reason to spend money doing a plan REWRITE. There is value in the Town internally completing a REVISION.

#### **Why was there grant money available in 2009 and no grant money today to cover costs?**

When the plan was written in 2009, it was the first plan for the Town of Osceola, and for most Towns. To support the concept of planning, grant dollars were made available to help encourage and entice the process to happen.

There are no grant funds available now. The Town of Osceola is also not required to do a full plan REWRITE at this time (midpoint of the plan). The current plan is due for REVISIONS, which don't carry the heavy cost or work that the plan did in 2009.

REWRITING the plan as scheduled for 2029 affords the town time to explore grant opportunities to help offset the cost of a plan REWRITE.

#### **Should the Town do the surveying themselves in the future to save money?**

No. Data collected for public use documents needs to be collected using independent, qualified research facilities who can administer, verify, validate survey information.

#### **Why is the current plan inaccurate?**

The Comprehensive Plan is a guide. It is not a playbook.

The current plan was written based on a number of land use trends at the time that were used to make assumptions and projections for the next 20 years. Change, significant and minor, have an impact on the trajectory the Town actually goes. This is why a 10-year REVISION at the halfway point is recommended.

As an example, the 2009 plan assumed that the new bridge near Stillwater would be done significantly sooner than what was completed. Due to that delay, there may be a delay in the assumed growth in the area because of the bridge delay. Or the growth that was assumed due to that bridge may not reach the Town of Osceola area as predicted at that time.

There will be differences between the plan and the outcomes.

#### **How do we make the plan better in 2030?**

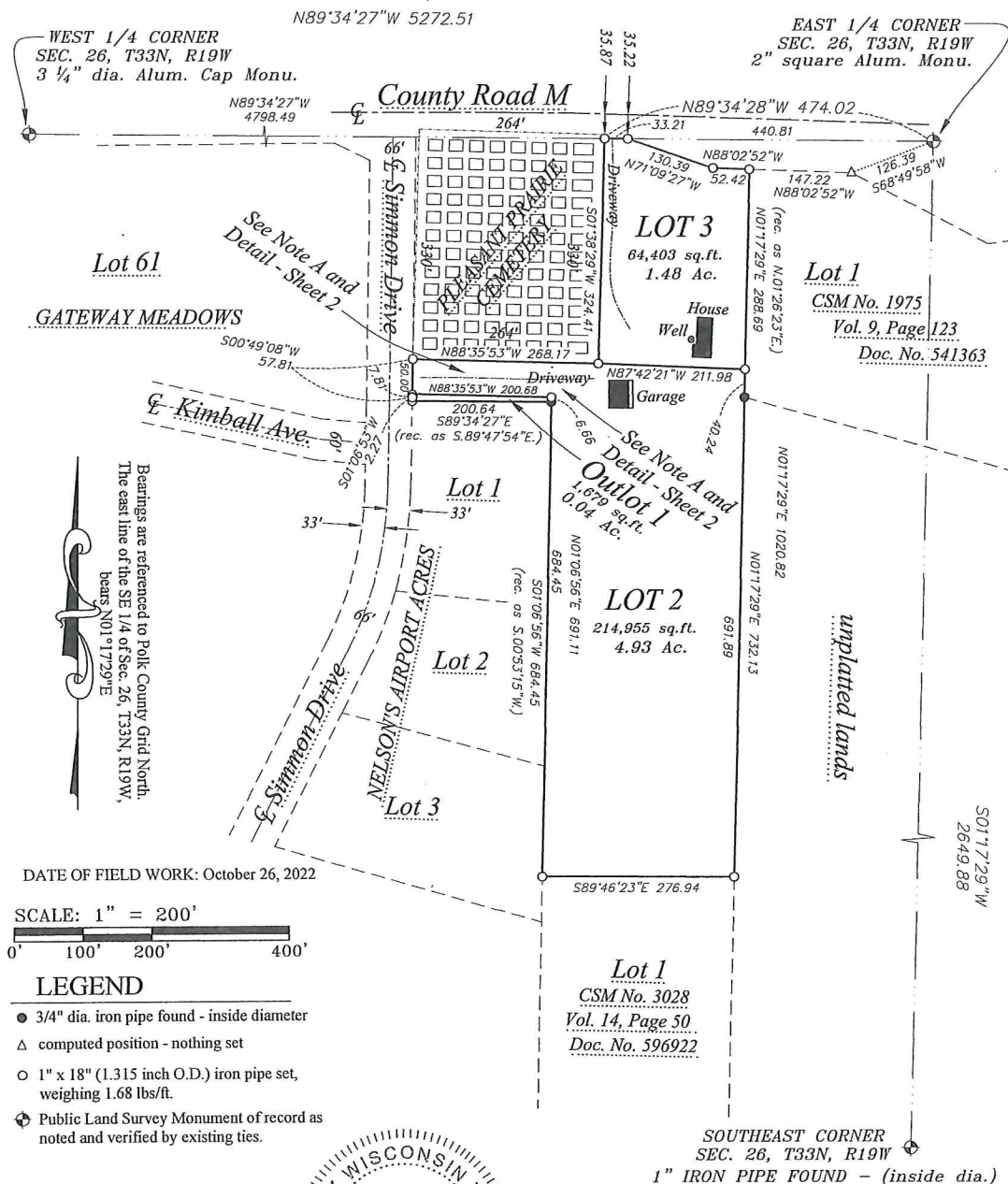
Planning improves when prior assumptions are reviewed and updated. New assumptions going forward should be documented with reasons why, so they can then be compared to actual results. Over time, it will improve.

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Surveyor: CARL W. HETFIELD 715 557-0746  
hetfeldc@yahoo.com

POLK CO. CERTIFIED SURVEY MAP NO. \_\_\_\_\_

OF PART OF THE NORTHEAST 1/4 OF THE SOUTHEAST 1/4,  
SECTION 26, TOWNSHIP 33 NORTH, RANGE 19 WEST,  
TOWN OF OSCEOLA, POLK COUNTY, WISCONSIN

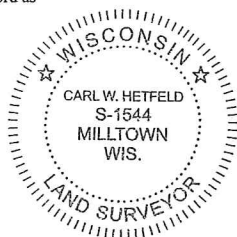


DATE OF FIELD WORK: October 26, 2022

SCALE: 1" = 200'  
0' 100' 200' 400'

LEGEND

- 3/4" dia. iron pipe found - inside diameter
- △ computed position - nothing set
- 1" x 18" (1.315 inch O.D.) iron pipe set, weighing 1.68 lbs/ft.
- ⊕ Public Land Survey Monument of record as noted and verified by existing ties.



Approved this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

Steven E. Geiger, Polk County Land Surveyor



DIAMOND HEX SURVEYING  
CARL HETFELD - Professional Land Surveyor  
724 Parkins Avenue, Milltown, WI. 54858

SHEET 1 OF 3 SHEETS

22-041

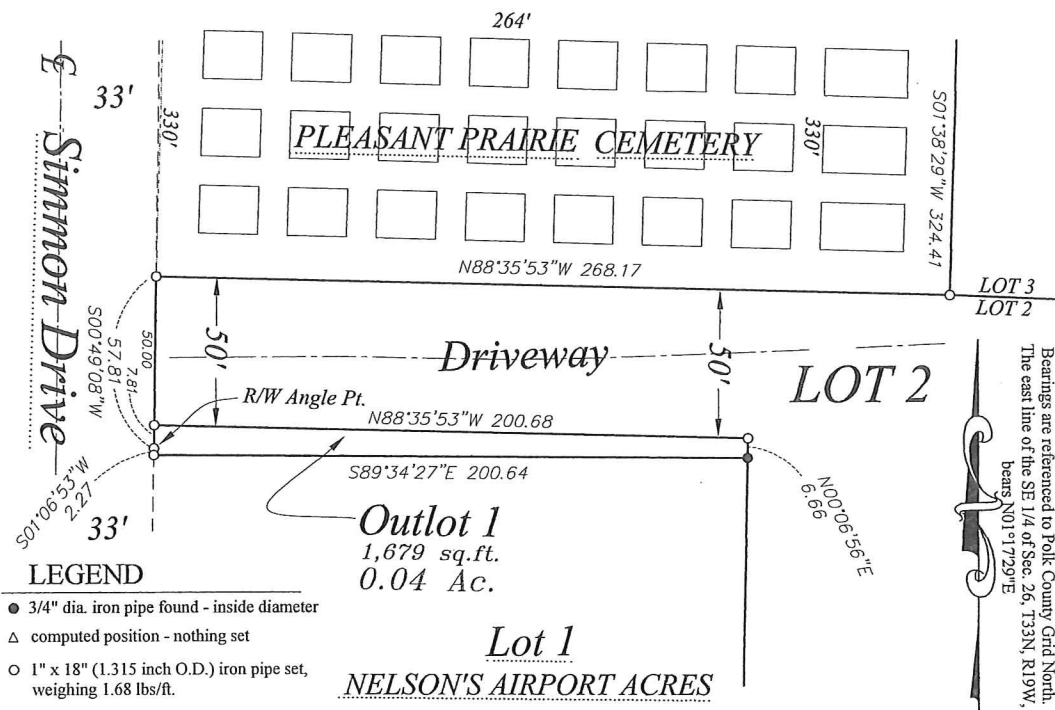


POLK CO. CERTIFIED SURVEY MAP NO. \_\_\_\_\_

OF PART OF THE NORTHEAST ¼ OF THE SOUTHEAST ¼,  
SECTION 26, TOWNSHIP 33 NORTH, RANGE 19 WEST,  
TOWN OF OSCEOLA, POLK COUNTY, WISCONSIN

*Detail*

SCALE: 1" = 50'  
0' 25' 50' 100'



**NOTE A:**

**Outlot 1** as shown on SHEET 1 of 3 SHEETS and on this SHEET 2 is the result of two different locations of the north line of the Northeast ¼ of the Southeast ¼ of Section 26, Township 33 North, Range 19 West. The two locations for said north line are as follows:

1. The location of the north line of the Northeast ¼ of the Southeast ¼ was surveyed and referenced on the 1864 plat of PLEASANT PRAIRIE CEMETERY.
2. The present day location of the north line of the Northeast ¼ of the Southeast ¼ is a line between the East ¼ Corner and the West ¼ Corner of said Section 26 as per Wisconsin Statute 59.73 (2). This location has been used by numerous surveys.

The north line of the plat of NELSON'S AIRPORT ACRES was surveyed as a line parallel to and 380 feet south of the north line of said Northeast ¼ of the Southeast ¼ as established under Section 59.73(2).

I believe that the 50 foot wide strip of land as deeded in Volume 400, Page 583 to John Martin Steffan in 1977 was intended to abut and adjoin the south line of the PLEASANT PRAIRIE CEMETERY.

Outlot 1 represents the gap/lands created by survey using the two different locations of the north line of said Northeast ¼ of the Southeast ¼.



**DIAMOND HEX SURVEYING**  
CARL HETFELD - Professional Land Surveyor  
724 Parkins Avenue, Milltown, WI. 54858

POLK CO. CERTIFIED SURVEY MAP NO. \_\_\_\_\_

OF PART OF THE NORTHEAST  $\frac{1}{4}$  OF THE SOUTHEAST  $\frac{1}{4}$ ,  
SECTION 26, TOWNSHIP 33 NORTH, RANGE 19 WEST,  
TOWN OF OSCEOLA, POLK COUNTY, WISCONSIN

PARCEL IDENTIFICATION NUMBER: 042-01177-0000

**SURVEYOR'S CERTIFICATE:**

I, Carl W. Hetfeld, Professional Land Surveyor, do hereby certify: That I have surveyed, divided and mapped a parcel of land located in the Northeast Quarter of the Southeast Quarter of Section 26, Township 33 North, Range 19 West, Town of Osceola, Polk County, Wisconsin, described as follows:

- Commencing at the East  $\frac{1}{4}$  Corner of said Section 26;
- Thence N.89°34'28"W., along the north line of said Northeast  $\frac{1}{4}$  of the Southeast  $\frac{1}{4}$ , 474.02 feet to the east line of PLEASANT PRAIRIE CEMETERY and the point of beginning;
- Thence S.01°38'29"W., along said east line, 324.41 feet to the southeast corner of said PLEASANT PRAIRIE CEMETERY;
- Thence N.88°35'53"W., along the south line of said PLEASANT PRAIRIE CEMETERY, 268.17 feet to the east right of way of Simmon Drive;
- Thence S.00°49'08"W., along said east right of way, 57.81 feet;
- Thence S.01°06'53"W., along said east right of way, 2.27 feet to the northwest corner of Lot 1 of the plat of NELSON'S AIRPORT ACRES;
- Thence S.89°34'27"E., along the north line of said Lot 1, 200.64 feet to the northeast corner of said Lot 1;
- Thence S.01°06'56"W., along the east line of the plat of NELSON'S AIRPORT ACRES, 684.45 feet to the northwest corner of Lot 1 of Certified Survey Map No. 3028, Volume 14, Page 50, Document No. 596922;
- Thence S.89°46'23"E., along the north line of said Lot 1, 276.94 feet to the northeast corner of said Lot 1;
- Thence N.01°17'29"E., along the northerly extension of the east line of said Lot 1, 1020.82 feet to the northwest corner of Lot 1 of Certified Survey Map No. 1975, Volume 9, Page 123, Document No. 541363 and to the south right of way of County Road M;
- Thence N.88°02'52"W., along said south right of way, 52.42 feet;
- Thence N.71°09'27"W., along said south right of way, 130.39 feet to the north line of said Northeast  $\frac{1}{4}$  of the Southeast  $\frac{1}{4}$ ;
- Thence N.89°34'28"W., along said south right of way, 33.21 feet to the point of beginning.

The above described parcel is subject to any recorded or unrecorded easements.

That I have made this survey, land division and map by the direction of James H. Steffen, executor of the John M. Steffen (Estate).

That said map is a correct representation of the exterior boundaries of the lands surveyed and the subdivision made thereof.

That I have fully complied with the provisions of Section 236.34 of the Wisconsin Statutes, A-E 7 of the Wisconsin Administrative Code, Chapter 32 of the Polk County Subdivision Ordinance and the Subdivision Regulations of the Town of Osceola in surveying and mapping the same.

Carl W. Hetfeld, PLS No. 1544  
October 27, 2022

**TOWN BOARD RESOLUTION:**

Resolved, that this Certified Survey Map in the Town of Osceola, John M. Steffen (Estate), owner, is hereby approved by the Town Board of the Town of Osceola.

Date: \_\_\_\_\_

Approved: \_\_\_\_\_  
Dale Lindh, Town President

I hereby certify that the foregoing is a copy of a resolution adopted by the Town Board of the Town of Osceola.

Town Clerk, Denise Skjervén



**DIAMOND HEX SURVEYING**  
CARL HETFELD - Professional Land Surveyor  
724 Parkins Avenue, Milltown, WI. 54858



## Sec. 42-77. - Residential-Agricultural District 5 (RA-5).

modified

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- (a) *Purpose and intent.* The R-A district 5 is meant to allow for limited residential development in areas that transition from incorporated areas to rural areas and farmland preservation areas.
- (b) *Density.* The target density for this district is one residential dwelling per five acres of land or eight dwellings per 40 acres.
- (c) *Allowed and permitted uses.* The following uses are allowed or permitted:
- (1) All allowed and permitted uses in the R-1 district.
  - (2) Reserved.
  - (3) Reserved.
  - (4) Agricultural uses found in A-1 except fur-farming.
  - (5) Conservation design development when done in accordance with density standards of [section 42-17](#) and the county subdivision regulations.
  - (6) Schools.
  - (7) Churches.
  - (8) Municipal buildings.
  - (9) Manufactured home park that meets the conservation design development standards and conditions found in [section 42-120](#).
- (d) *Changes in use that require a land use permit.* The following changes in use require a land use permit:
- (1) Tourist roominghouses with conditions in R-1.
  - (2) Bed and breakfasts with conditions in R-1.
  - (3) A bunkhouse with the conditions in [section 42-122](#) at a minimum.
  - (4) Cemeteries and burial sites.
  - (5) Contractor storage yard, when the design standards of [section 42-116](#) are applied.
  - (6) *Two-family and multi-family dwellings* when in compliance with the minimum lot size and density requirements of this district for each unit.
- (e) *Lot sizes.* The following restrictions on lot sizes shall apply:
- (1) *Traditional development.* For a traditional development, the density standard is one dwelling unit per five acres. **The minimum lot size is one acre** except in conservation development design.
  - (2) *Determining residential lots per parent lot.* In the residential-agricultural district (RA-5), a maximum of eight lots will be allowed per 40 acres, which includes any original principal structure or dwelling, except for lots created using the conservation development design provision. To calculate the number of lots available for development in this district, divide the gross site area of the contiguous lands held in single ownership as of the date of adoption of this chapter by five. This is the total number of residential lots or dwelling units that will be allowed on the lands from the effective date of this chapter forward.
  - (3) *Table and sample calculation.* Table 2 below indicates the number of residential lots that can be created based on the number of acres owned at the time of the adoption of this chapter. Round up if any fractional amount is equal to one-half or greater. Example calculations:
    - a. A 32-acre lot is allowed six residential lots ( $32/5 = 6.4$  which rounds down to six).
    - b. 19 acres = four residential lots ( $19/5 = 3.8$  which rounds up to four).

Table 2. Calculation of Residential Parcels Allowed

EXPAND

Size of Base Tract of Land	Total Allowed Dwelling Lots
Less than 7.5 acres	1
7.5 to less than 12.5 acres	2

Size of Base Tract of Land	Total Allowed Dwelling Lots
12.5 to less than 17.5 acres	3
17.5 to less than 22.5 acres	4
22.5 to less than 27.5 acres	5
27.5 to less than 32.5 acres	6
32.5 to less than 37.5 acres	7
37.5 to less than 40 acres	8

(f) *Height, yard, and setback requirements.* The following requirements shall apply:

- (1) Maximum building height is 35 feet.
- (2) Side yard setback is ten feet for principal structures and five feet for accessory structures.
- (3) Rear yard setback is 25 feet for principal structures and five feet for accessory structures.
- (4) Road setback regulations shall apply to all corner lots.

(g) *Road setbacks.* Road setbacks shall be governed pursuant to the provisions of [section 42-14](#).

(Ord. No. 07-19, § 10.4.4, 3-19-2019; Ord. No. 37-20, § 10.4.4, 9-15-2020; [Res. No. 15-22](#), § 1, 3-15-2022)



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