

Minutes from Town of Pleasant Valley Board Meeting

held Tuesday, July 8, 2025, 7:00 pm at the Town Hall

Attendance:

Tom Zwald (Chairman)
Dylan McHenry (Supervisor)
Curtis Dunn (Supervisor)
Mara DeBoe (Clerk)
Sara Swenson (Treasurer)

April Rixmann
Tom Brunshidle
Arnie Jacobson

Monthly Meeting of Town Board

Call to order at 7:00 pm by Chairman Zwald.

All in attendance cited the Pledge of Allegiance.

Approval of Meeting Agenda.

Motion by Curtis Dunn, second by Dylan McHenry to approve the July Meeting Agenda.

Motion carried 3-0.

Approval of June's Meeting Minutes.

Motion by Curtis Dunn, second by Dylan McHenry to approve the previous month's Minutes. Motion carried 3-0.

Financial Report by Treasurer Swenson.

As of June 30, 2025:

Checking	\$287,293.50
General CD	\$14,142.64 (maturity date 10-13-2025; current rate 4.5%)
Cemetery CD	\$2,787.86 (maturity date 8-28-2025; current rate 4.25%)
General CD	\$141,554.50 (maturity date 8-22-2025; current rate 4.25%)
TOTAL Investments Accounts	\$158,485.00

The CDs (e.g., having August renewal dates) can be automatically rolled into a new 6-month CD (4.50% APY).

Motion by Curtis Dunn, second by Dylan McHenry to automatically roll over all 3 CDs.

Motion carried 3-0.

Motion by Dylan McHenry, second by Curtis Dunn to accept the Treasurer's Report.

Motion carried 3-0.

Chairman's Report

3 trees down around the Town due to recent storms. The county will be contacted to remove the trees.

2 heifers out were out on 7/8/25. The sheriff helped round them up.

There is an obstruction in the ditch at 340 170th Street (Vaughn Slick) that is allowing water to pond. Clerk will investigate history as to any permit for a driveway or other construction. Not imminent.

Letter was sent to new owners of parcel on 18th Ave regarding driving through the ditch. No request for driveway permit has been received by the Board. There appears to be no damage to the ditch yet; will keep tabs on it.

Discussed how the St. Croix Economic Development Corp. (SCEDC) could benefit Pleasant Valley.

Bartender's/Operator's License and procedures/requirement therefor were discussed. Motion by Dylan McHenry, second by Curtis Dunn to accept the "Application for Bartender/Operator's License" form as submitted by Clerk, to charge \$20 for application, and be effective for 1 year. Motion carried 3-0.

Considered contract for 2026 from Kleven Property Assessment. Motion by Curtis Dunn, second by Dylan McHenry to accept the contract from Kleven Property Assessment for 2026 property assessment of Pleasant Valley. Motion carried 3-0.

New Ordinance for Records Retention presented and discussed. The policy will allow destruction of documents as per the Wisconsin Municipal Records Schedule (WMRS), but not require destruction.

Motion by Curtis Dunn, second by Dylan McHenry to adopt the Ordinance 2025-02 "Ordinance to Adopt the Wisconsin Municipal Records Schedule". Motion carried 3-0.

Draft Ordinance regarding building permits was presented and discussed. Suggested having ordinance require "Authorization for Building Inspector to Issue Permit" to be requested from Town Board (for \$0) prior to contacting building inspector for actual permit. Revisions will be made and discussed at the August Board meeting. Motion by Tom Zwald, second by Dylan McHenry to discuss at next meeting. Motion carried 3-0.

The ADA Compliance Report regarding the Town Hall was reviewed and discussed 'answers' for reporting back to state. Clerk will file report with state by deadline.

Building Commission is collecting information. The members have met with various contractors, and are waiting to receive and crunch numbers.

The next Building Commission meeting is Wednesday, July 9 at 7:00 pm at the Town Hall.

Road work: The only remaining road work is to reseal 165th Street between M and 18th Avenue (1.2 miles), about \$20,000.

Firefly Moments Venue has several bartenders/servers that need licenses. Motion by Curtis Dunn, second by Dylan McHenry to issue Bartender/Operator’s Licenses on-the-spot to Jeff Rixmann and April Rixmann. Motion carried 3-0.

Allison Rixmann, Heidi Wittmer, and Nathaniel Rixmann will also need licenses. Motion by Dylan McHenry, second by Curtis Dunn to approve licenses for the three above-named pending receipt of application, criminal check, and proof of training. Motion carried 3-0.

Bills to pay:

14297	\$50.78	Dedicated Animal Control	liability insurance
14299	\$800.00	Mark DeBoe	June lawnmowing
14300	\$5.18	St. Croix Co.	apportion for DNA managed forest
14301	\$19,909.86	St. Croix Co. highway	Invoice #7322, Invoice #7323, and Invoice #7379
14302	\$145.00	5 Star Restroom	Invoice 13857
14303	\$6,434.66	United Fire & Rescue	Invoice #7731 from 2024; Invoice #8033
14304	\$2,886.00	Kleven Property Assessment	#101260; second half of 2025
14305	\$46.00	Rural Mutual Insurance	worker comp policy audit
14306	\$5,771.87	Mara DeBoe (clerk)	payroll
14307	\$1,200.55	Curtis Dunn (supervisor)	payroll
14308	\$1,200.55	Dylan McHenry (supervisor)	payroll
14309	\$3,232.25	Sara Swenson (treasurer)	payroll
14310	\$4,155.75	Tom Zwald (chairman)	payroll

Motion by Dylan McHenry, second by Curtis Dunn to pay the above-listed bills. Motion carried 3-0.

Unless an urgent nature, bills/invoices must be received by the Friday immediately prior to the monthly Board meeting in order to be approved for payment at that Board meeting.

Update from Curtis from United Fire Department.

Potential items for discussion at August Meeting:

- Presentation by Building Commission
- Authorization for Building Inspector to Issue Building Permit
- Animal Control (DACS) contractual relationship

Motion by Curtis Dunn, second by Dylan McHenry to adjourn the meeting. Motion carried 3-0.

Meeting adjourned at 8:22 pm.

Submitted:

Mara DeBoe, Clerk