

Minutes from Town of Pleasant Valley Board Meeting

held Tuesday, December 9, 2025 at the Town Hall

Attendance:

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

Darrell Dunn

Monthly Meeting of Town Board

Call to order at 7:01pm by Chairman Zwald.

All in attendance cited the Pledge of Allegiance.

Approval of Meeting Agenda.

Motion by Curtis Dunn, second by Tom Zwald to approve the December Meeting Agenda as published. Motion carried 2-0.

Approval of November's Meeting Minutes.

Correction for minutes of Special Meeting of Town Electors: seal coat all of 18th Ave except between W and 162nd St. (2.27 miles), 162nd St. (2.26 miles) and 170th St. between M and 18th Ave. (1.25 miles).

Motion by Curtis Dunn, second by Tom Zwald to approve the previous month's Minutes as corrected. Motion carried 2-0.

Treasurer's Financial Report:

As of November 30, 2025

Checking	\$347,851.92
General CD	\$14,458.50 (maturity date 4-13-2026; current rate 4.10%)
Cemetery CD	\$2,847.41 (maturity date 2-28-2026; current rate 4.25%)
General CD	\$144,578.17 (maturity date 2-22-2026; current rate 4.25%)
TOTAL Investments Accounts	\$161,884.17

Tax statements received from County; going out this week.

November shared revenue from State received.

\$50 for fire inspection by RF being passed on to Rixmanns.

Partial payment received for car vs tractor fire call (\$500); waiting for balance.

Have budget left (about \$37,000) for snow plowing; invoices that come in in December will be taken out of 2025 budget.

Motion by Curtis Dunn, second by Tom Zwald to accept the Treasurer's Report. Motion carried 2-0.

Chairman's Report:

Slow month.

A few Agenda items that will be addressed below.

Public Comments:

Laura Conard – on committee opposing the “10 Mile Solar Creek Project” in Erin Prairie.

Requests Town to pass resolution against allowing large scale solar projects in Town.

Was discussed by Board Members and others present.

Authorization for Building Inspector to Issue Building Permit for Aaron Degross (476 Co. Rd J). Desires to build new 60x64 shed attached to existing 30x40 shed.

Motion by Curtis Dunn, second by Tom Zwald to approve the Authorization. Motion carried 2-0.

Authorization for Building Inspector to Issue Building Permit for O’Kane (117 165th St).

Desires to build new (first) house on parcel. Driveway was previously approved and has been installed.

Motion by Curtis Dunn, second by Tom Zwald to approve the Authorization. Motion carried 2-0.

Schiller/Stenerson Driveway (18th Ave). Was approved in October with 20 inch culvert; did not install culvert when driveway was installed.

Motion by Curtis Dunn, second by Tom Zwald to send non-compliance letter. Motion carried 2-0.

The Town of Pleasant Valley ATV/UTV Ordinance #2025-04 was reviewed and discussed. This Ordinance removes end date, clarifies which roads, and “cleans up” language in previous ATV/UTV Ordinance.

Some additional language changes desired, particularly, refer to County ordinance.

No action taken. Will revisit in January as Ordinance #2026-01.

Election Official Nominations for 2026-2027

Received one nomination from Republican Party – Mary Lacer

Other nominations: Tim Wells, Deb Volkert, KJ DeBoe, Cindy Johnson, LaRae Miller, Barb Casey, Jean Moelter, Carol Lebo.

Motion by Curtis Dunn, second by Tom Zwald to nominate the above list as potential election officials for 2026-2027 elections. Motion carried 2-0.

Reviewed and discussed slightly revised “CSM Checklist” provided by and requested to be used by County for new CSMs.

Motion by Curtis Dunn, second by Tom Zwald to use the Checklist as modified. Motion carried 2-0.

Town staff often receives requests from title companies (and others) regarding tax assessment and other information (that is publicly available). Many municipalities bill the requestor to provide that information.

Treasurer will contact neighboring municipalities.

Reviewed guidelines for (small town) Town Emergency Preparedness Plan and discussed what additional information should be in the plan. Also reviewed draft of Resolution directed to same.

Will look at neighboring municipalities for their versions of plan.

Will revisit in January.

Potential items for future discussion:

January – ATV/UTV Ordinance, Town Emergency Preparedness Plan, billing for tax information request, closed session for RF/EMS contract

February – appoint Planning Commission members

Bills to pay:

14336	\$364.07	Election Systems & Software	election software
14337	\$50.00	City of RF	fire inspection (Rixmann's)
14338	\$2,122.59	St. Croix Co. Highway	Invoice #7963, 8013
14339	\$100.00	CNA Surety	tax bond
14340	\$90.20	HUB 70	printing tax letter
14341	\$97.84	Mara DeBoe	Clerk expenses reimbursement
14342	\$824.64	Sara Swenson	Treasurer expenses reimbursement

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.

Board rescued itself into closed session to discuss ambulance/EMS service for the Town (pursuant to Wis Stat 19.85(1)(e)). Motion by Curtis Dunn, second by Dylan McHenry to go into closed session. Motion carried 3-0 via roll call vote.

Motion by Curtis Dunn, second by Dylan McHenry to come out of closed session. Motion carried 3-0.

Board reconvened in open session.

No additional information from closed session. Contract with RF/EMS to be continued next month.

Motion by Dylan McHenry, second by Curtis Dunn to adjourn meeting.

Meeting adjourned at 8:50 pm.

Submitted:
Mara DeBoe, Clerk