

*Unofficial Minutes until approved by the Town Board*

**TOWN OF CAMPBELL  
LA CROSSE COUNTY, WISCONSIN  
REGULAR TOWN BOARD MEETING  
TUESDAY, NOVEMBER 12, 2024 6:00 P.M.  
CAMPBELL TOWN HALL  
2219 BAINBRIDGE STREET, LA CROSSE, WI 54603**

**1) Meeting Called to Order / Pledge of Allegiance:**

Meeting called to order at 6:00 P.M.

**2) Roll Call & Verify Public Notice:**

Present: Chairman Dan Kapanke, Supervisor Bob Wolfert, Supervisor Lee Donahue, Supervisor Ralph Thoren, Supervisor Jason Stratman

Also Present: Clerk/Treasurer Ellie Johnson, Public Works Director Jason Hilton, Police Chief Trisha Stratman

Pursuant to law, written notice of this meeting was given to the press and posted on the public bulletin boards.

**3) Public Comment: (limit to 5 minutes per person)**

Motion to receive public comment made by Supervisor Donahue/Supervisor Wolfert.  
**Motion carried 5-0.**

*Bruce Becker, 3111 Lakeshore Dr.*, asked questions about various items on the agenda

**4) General updates on DNR water advisory. (Donahue)**

Supervisor Donahue provided updates on the current DNR water advisory. A full text update can be found at: <https://townofcampbellwi.gov/well-water-pfas-information/>

Motion to close public comment made by Supervisor Donahue/Supervisor Thoren. **Motion carried 5-0.**

**5) Consent Agenda: (All items listed are considered routine and will be enacted with one motion. There will be no separate discussion of these items unless a Board member so requests, in which case the item will be removed from the Consent Agenda and be considered on the Regular Agenda).**

**A) Approval of Minutes:** Public Hearing to Discuss Incorporation Information 10/02/2024, Special Town Board Meeting 10/03/2024, Regular Board Meeting 10/08/2024, Special Town Board Meeting 10/10/2024, Special Town Board Meeting 10/16/2024, Special

Town Board Meeting 10/24/2024, Special Town Board Meeting 10/28/2024, Board of Review 10/28/2024

**B) Plan Commission Meeting Recommendations:** None

**C) Payment of Bills:**

Motion to approve the Consent Agenda made by Supervisor Stratman/Supervisor Thoren.

**Motion carried 5-0.**

**6) Business:**

**A)** Discussion and possible action on a proposal to establish an aluminum can drop-off location on Town property to benefit the K9 Unit.

Chief Stratman explained K9 Officer Shelby Johnson's proposal to establish an aluminum can drop-off near the Town Yard Waste Site with proceeds from the can collection benefiting the K9 unit. Chief Stratman mentioned that there is potential for the project to be funded through donations.

Motion to approve the proposal to establish an aluminum can drop-off location on Town property with proceeds benefitting the K9 Unit made by Supervisor Stratman/Supervisor Wolfert. **Motion carried 5-0.**

**B)** Discussion and possible action on the refuse and recycling contract with Harter's Quick Clean-Up.

The board reviewed the current contract with Harter's Quick Clean-Up which is set to expire on December 31, 2025. Chairman Kapanke confirmed with the Board that the Town has been satisfied with the service that Harter's has provided over the term of the existing contract.

Motion to approve a ten-year contract extension with Harter's Quick Clean-Up set to expire on December 31, 2035 made by Supervisor Donahue/Supervisor Stratman. **Motion carried 5-0.**

**C)** Discussion and possible action regarding the agreement by and between the WI DOT and Town of Campbell for the maintenance and future replacements of the Bainbridge pedestrian bridge.

The board reviewed the agreement by and between the WI DOT and the Town. They addressed concerns regarding funding for the project and noted that the deck has not been replaced since 1973. The Town made a few changes to the agreement to clarify responsibility.

*No Action Taken*

**D)** Discussion and possible action on the Creation of a Fire Code Ordinance.

Chief Stratman explained that she and Fire Chief Nate Melby have been in discussion about the importance of a Fire Code Ordinance. She explained that a fire code ordinance is common place in other municipalities, and that this ordinance would allow the Fire Department to enforce their codes more effectively. Chief Stratman stated that her and Chief Melby will work with the Town Attorney to draft the ordinance.

*No Action Taken*

**E)** Updates on the Incorporation Process.

Chairman Kapanke stated that nearly 900 signatures have been collected for the incorporation petition. The petition will be circulated through the end of the month and will then be submitted to circuit court.

*Not an Action Item*

**F)** Discussion and review of Zoning Administrator duties within the Clerk/Treasurer Role.

The Board reviewed the duties of the Zoning Administrator and discussed options for sharing responsibilities within this role. Additionally, they reviewed the duties of both the Board of Adjustment and the Planning and Zoning Commission.

*Not an Action Item*

**G)** Discussion and possible action on the 2025 REU rate.

Supervisor Wolfert explained that while the previously adopted 2025 REU rate of \$460 makes sense based on projections, he believes that lowering the 2025 REU rate to \$440 will not drastically affect funds.

Motion to rescind the previously adopted 2025 REU rate of \$460 and adopt the new 2025 REU rate of \$440 made by Supervisor Wolfert/Supervisor Kapanke. **Motion carried 5-0.**

**H)** Discussion regarding timelines for performance reviews for department heads.

The board set a date to conduct performance reviews of department heads. The special meeting will be held on December 2<sup>nd</sup>, at 4:30 p.m.

***The board took a five-minute recess at this time.***

- 7) **CLOSED SESSION:** Pursuant to Wisconsin State Statutes 19.85 (1) (c) Considering employment, promotion, compensation or performance evaluation date of any public employee over which the governmental body has jurisdiction or exercises responsibility.

Motion to convene in Closed Session pursuant to Wisconsin State Statutes 19.85 (1) (c) on a roll call vote made by Supervisor Donahue/Supervisor Thoren.

Chairman Kapanke – yes Supervisor Wolfert-yes Supervisor Donahue-yes Supervisor Thoren-yes Supervisor Stratman-yes **Motion carried 5 yes – 0 no (7:08 p.m.)**

- A) Candidate interview for Clerk-Treasurer position.
- B) Discussion and possible action on hiring additional part-time help in the clerk's office.

- 8) **Reconvene in Open Session:**

Motion to reconvene in Open Session made by Supervisor Thoren/Supervisor Donahue. **Motion carried 5-0. (7:55 p.m.)**

- 9) **Possible Action on Items Discussed in Closed Session**

Motion to appoint Ellie Johnson as Clerk-Treasurer with a starting salary of \$55,000 by Supervisor Wolfert/Chairman Kapanke. **Motion carried 5-0.**

Motion to post the Deputy Clerk-Treasurer position internally until Tuesday, November 19<sup>th</sup> at 12:00 p.m., and to then automatically post the position externally, if necessary, made by Supervisor Donahue/Supervisor Stratman. **Motion carried 5-0.**

*No motion was made on item B of the closed session.*

- 10) **Adjournment of Meeting:**

Motion to adjourn made by Supervisor Donahue/Supervisor Thoren. **Motion carried 5-0. (8:06 p.m.)**

Respectfully Submitted,

Ellie Johnson  
Clerk/Treasurer