

**Town of Pine River  
Town Board Meeting Minutes  
January 4, 2022**

Chairman Breunig called the meeting to order at 7:00 PM. All town board members were present. The Pledge of Allegiance was said.

Minutes from the last meeting held December 7, 2021 were read by Clerk Herdt. Supervisor Uttech made a motion to accept the minutes; Supervisor Zastrow seconded.

The Treasurer's Report was read by Treasurer Oppen. A motion was made by Chairman Breunig to accept the report; Supervisor Uttech seconded and Supervisor Zastrow made it unanimous.

Chairman Breunig made a motion to continue to use Nicolet Bank for our town accounts; Supervisor Zastrow seconded and Supervisor Uttech made it unanimous.

Foley has finished removing the tree debris pile and has been paid. Clerk Herdt submitted the final documents for the emergency storm grant funding.

The ARPA funds are still unused; Clerk Herdt will be contacting the Wisconsin Towns Association to find out more about the lost revenue calculator calculations.

Zoning Administrator Baughan gave an update.

The roadwork update was given. Three quarters of the salt/sand mix is already used—more will probably be needed mid-January.

The town submitted an application for TRI funds for 1.7 miles of Center Road with a cost share of 70/30 for up to \$100,000.

Chief Uttech gave the Fire Department and First Responder reports. There were 9 fire related calls and 10 responder runs since the last meeting. There were 44 total fire calls in 2021. September Murphy at the county is offering NIMS training for all board members on March 24<sup>th</sup> from 8 AM to noon. To be eligible for federal grants, the township needs to be NIMS compliant.

Opportunity for public comment was given. Jessie Boyd introduced himself as running for the district 10 supervisor position. He will be on the April 5<sup>th</sup> ballot.

Invoices 16,137 through 16,201 were paid.

Supervisor Uttech made a motion to adjourn; Supervisor Zastrow seconded and Chairman Breunig made it unanimous. The meeting adjourned at 7:39 PM.

Respectfully submitted,

Amanda Herdt

**Town of Pine River  
Town Board Meeting Minutes  
February 1, 2022**

Chairman Breunig called the meeting to order at 7:00 PM. All town board members were present. The Pledge of Allegiance was said.

Minutes from the last meeting held January 4, 2022 were read by Clerk Herdt. Supervisor Uttech made a motion to accept the minutes; Supervisor Zastrow seconded.

The Treasurer's Report was read by Treasurer Oppen. A motion was made by Supervisor Uttech to accept the report; seconded by Supervisor Zastrow and made unanimous Chairman Breunig.

The town was approved for \$30,994.78 in emergency storm grant funding.

The final rule is complete for ARPA. It can now be used for road maintenance and any other way the town sees fit.

We are still waiting on the response from our application for TRI funds.

There is a new federal infrastructure grant called the Bipartisan Infrastructure Law (BIL). We will see if we are eligible as more information comes out.

Since Brian Oppen is retiring from the town in April after 35 plus years, the town will place notices in the paper to find someone to fill the open position. Brian agreed to help the town as a part-time employee.

Since Hannah Zastrow has moved out of state, she turned in her resignation as constable on February 1, 2022. Chairman Breunig made a motion to appoint Marilyn Zastrow as our new constable; Supervisor Uttech seconded. Wages will be \$15.00/hour plus mileage.

Chief Uttech gave the Fire Department and First Responder reports. There were 2 fire related calls and 6 responder runs since the last meeting.

The 2021 audit of the Town and Fire Department books is set for February 24, 2022; 6:00 PM at the town hall.

Supervisor Uttech, Supervisor Zastrow, Chairman Breunig, and Clerk Herdt will all be attending the Wisconsin Towns Association district meeting in Minocqua on March 25, 2022.

Opportunity for public comment was given.

Invoices 16,202 through 16,256 were paid.

Supervisor Uttech made a motion to adjourn; Supervisor Zastrow seconded. The meeting adjourned at 7:51 PM.

Respectfully submitted,

Amanda Herdt

**Town of Pine River  
Town Board Meeting Minutes  
March 1, 2022**

Chairman Breunig called the meeting to order at 7:00 PM. All town board members were present. The Pledge of Allegiance was said.

Minutes from the last meeting held February 1, 2022 were read by Clerk Herdt. Chairman Breunig made a motion to accept the minutes; Supervisor Uttech seconded and Supervisor Zastrow made it unanimous.

The Treasurer's Report was read by Treasurer Oppen. A motion was made by Supervisor Uttech, seconded by Supervisor Zastrow and made unanimous by Chairman Breunig to accept the report.

The \$30,994.78 in emergency storm grant funding came in.

Kevin TerMaat from WPS reported that they are upgrading lines from Hwy. 64 following Rangeline to P and following P to Shady Lane; also, P to Chestnut. The project is slated for August/September.

A few town employee applications came in. The board will be scheduling interviews.

We are still waiting to hear the results of our TRI fund application. Mevenden will not quote gravel prices at this time due to fluctuating fuel prices.

The town will review the equipment and gravel prices for 2022 at a future meeting.

The Zoning Administrator gave a report. The public hearing is on March 3, 2022 at 6:00 PM.

Chief Uttech gave the Fire Department and First Responder reports. There were 2 fire related calls and 15 responder runs since the last meeting.

The 2021 audit of the Town and Fire Department books was reset for March 10, 2022; 6:00 PM at the town hall.

Supervisor Uttech, Supervisor Zastrow, Chairman Breunig, and Clerk Herdt will all be attending the Wisconsin Towns Association district meeting in Minocqua on March 25, 2022.

The Spring Election is April 5, 2022; polls open 7:00 AM to 8:00 PM.

The next meeting (April 5) will be held in the west end of the Town Hall due to the election conflict.

The Annual Meeting is Saturday, April 23, 2022 at 1:00 PM at the Town Hall.

Opportunity for public comment was given.

Invoices 16,257 through 16,286 were paid.

Chairman Breunig made a motion to adjourn; seconded by Supervisor Uttech and made unanimous by Supervisor Zastrow. The meeting adjourned at 7:45 PM.

Respectfully submitted,

Amanda Herdt

**Town of Pine River**  
**Town Board Meeting Minutes**  
**April 5, 2022**

Chairman Breunig called the meeting to order at 7:00 PM. All town board members were present. The Pledge of Allegiance was said.

Minutes from the last meeting held March 1, 2022 were read by Clerk Herdt. Chairman Breunig made a motion to accept the minutes; Supervisor Zastrow seconded and Supervisor Uttech made it unanimous.

The Treasurer's Report was read by Treasurer Oppen. A motion was made by Supervisor Uttech, seconded by Supervisor Zastrow and made unanimous by Chairman Breunig to accept the report.

Chairman Breunig made a motion to go with the standard allowance for the ARPA funds; Supervisor Uttech seconded and Supervisor Zastrow made it unanimous. Clerk Herdt will select the standard allowance instead of using the lost revenue calculator when completing the report by the end of April.

We are still looking for a qualified town employee with a CDL. Notices will again be placed in papers.

Foley's Tree Service requested a waiver to use town roads regardless of weight limits for their crane weighing 132,000 pounds. Chairman Breunig made a motion to return their request unsigned; Supervisor Zastrow seconded and Supervisor Uttech made it unanimous.

A road check will be scheduled in the near future.

Chairman Breunig made a motion to place paving road bid requests for 1 mile of Lone Oak Road and .4 mile for the 2 cut-off roads for X and 64; Supervisor Uttech seconded and Supervisor Zastrow made it unanimous.

Chairman Breunig made a motion to look into purchasing a truck with plow, box, wing, and sander to replace our 12-year-old one; Supervisor Uttech seconded and Supervisor Zastrow made it unanimous. The estimated cost will be \$250,000. and will take approximately 2 years to fulfill the order once it is placed.

The equipment for hire item will be moved to next month's agenda.

Chairman Breunig made a motion to crush 7,000 yards gravel; Supervisor Zastrow seconded and Supervisor Uttech made it unanimous.

Bill Schneider requested clarification on who owns the end of Elm Ridge Road. It was discussed but no conclusion was reached.

The 2022 Clean Sweep for Pine River is June 11<sup>th</sup> from 8:00 AM to noon.

The Zoning Administrator report was given.

Chairman Breunig made a motion to appoint Jeff Jaeger to the Plan Commission Board to fill the position left by the resignation of Rose Hagedorn; Supervisor Zastrow seconded and Supervisor Uttech made it unanimous.

Chief Uttech gave the Fire Department and First Responder reports. There was 1 fire related call and 10 responder runs since the last meeting.

The Annual Meeting will be Saturday, April 23, 2022 at 1:00 PM at the Town Hall.

Opportunity for public comment was given.

Invoices 16,287 through 16,332 were paid.

Chairman Breunig made a motion to adjourn; seconded by Supervisor Zastrow and made unanimous by Supervisor Uttech. The meeting adjourned at 8:10 PM.

Respectfully submitted,

Amanda Herdt

**Town of Pine River**  
**Special Town Board Meeting Minutes**  
**April 7, 2022**

Chairman Breunig called the meeting to order at 7:00 PM. All town board members were present.

Loretta Baughan had submitted a letter of resignation for the Zoning Administrator position and the Town Plan Commission positions. Chairman Breunig made a motion to accept the resignation; Supervisor Zastrow seconded and Supervisor Uttech made it unanimous.

Chairman Breunig made a motion to appoint Greg Metz as Zoning Administrator; Supervisor Uttech seconded and Supervisor Zastrow made it unanimous. Greg accepted. The commission for permitting will be 50% of permits, plus mileage.

Chairman Breunig made a motion to appoint Greg Metz as a member of the Plan Commission; Supervisor Zastrow seconded and Supervisor Uttech made it unanimous.

Chairman Breunig selected Greg Metz as the Chair of the Plan Commission.

Kathleen Gruetzmacher stated that she is resigning as a Plan Commission member. Chairman Breunig made a motion to accept the resignation; Supervisor Uttech seconded and Supervisor Zastrow made it unanimous.

Chairman Breunig made a motion to purchase a season pass to the Merrill Golf Club for Brian Oppers retirement gift for \$765.00; Supervisor Uttech seconded and Supervisor Zastrow made it unanimous.

Supervisor Zastrow made a motion to adjourn, seconded by Supervisor Uttech and made unanimous by Chairman Breunig. The meeting adjourned at 7:45 PM.

Respectfully submitted,

Amanda Herdt

## **Town of Pine River, Town Board Meeting Minutes, May 3, 2022**

Chairman Breunig called the meeting to order at 7:00 PM. All town board members were present. The Pledge of Allegiance was said.

Minutes from the last meeting held April 5, 2022 were read by Clerk Herdt. Supervisor Uttech made a motion to accept the minutes; Supervisor Zastrow seconded & Chairman Breunig made it unanimous.

The Treasurer's Report was read by Treasurer Opper. A motion was made by Chairman Breunig, seconded by Supervisor Zastrow and made unanimous by Supervisor Uttech to accept the report.

Clerk Herdt read the minutes for the special meeting held April 7<sup>th</sup>. Supervisor Uttech made a motion to accept the minutes; Supervisor Zastrow seconded and Chairman Breunig made it unanimous.

At the annual meeting held April 23<sup>rd</sup> the residents passed a motion to increase salaries of the chair, supervisors, clerk, and treasurer by \$100.00 per month effective after the April 2023 election.

Paving bids for 1 mile of Lone Oak Road and cut-offs of Mile Square Ave. and Spring Brook: American Asphalt \$178,892.20 with pulverizing of \$11,100.00, RC Pavers \$189,628.02 with pulverizing of \$11,500.00, and Haas with a pulverizing only bid of \$8,312.20. Chairman Breunig made a motion to accept American Asphalt's bid total of \$189,992.20, Supervisor Zastrow seconded and Supervisor Uttech abstained.

We are still looking for a qualified town employee with a CDL. Greg Metz is filling in part time.

Clerk Herdt submitted the ARPA project report with the standard allowance.

Crack filling is underway. We will be purchasing 7,000 yards crushed gravel from Meverden (out of the Burgman Pit) at \$7.50/yd.

The equipment for hire charges were recalculated as follows: gravel \$17/yd., granite \$19/yd., sand \$7.50/yd., sand salt mix \$30/yd., pit run \$9/yd., manned grader \$90/hr., manned end loader \$70/hr., and manned truck \$75/hr.

Chairman Breunig made a motion to appoint Rick Stein to the Zoning Committee; seconded by Supervisor Zastrow and made unanimous by Supervisor Uttech. Chairman Breunig made a motion to appoint Julie Moonen to the Zoning Committee; seconded by Supervisor Zastrow and made unanimous by Supervisor Uttech. Chairman Breunig made a motion to re-appoint Darlene Herdt to the Zoning Committee; seconded by Supervisor Zastrow and made unanimous by Supervisor Uttech.

Chief Uttech gave the Fire Department and First Responder reports. There were 4 fire related calls and 13 responder runs since the last meeting.

The 2022 Clean Sweep for Pine River is June 11<sup>th</sup> from 8:00 AM to noon.

Opportunity for public comment was given. Jessie Boyd stated that he can now take resolutions or ordinances straight to the Lincoln County Board as an agenda item with another member co-signing.

Invoices 16,333 through 16,380 were paid.

Chairman Breunig made a motion to adjourn; seconded by Supervisor Uttech and made unanimous by Supervisor Zastrow. The meeting adjourned at 7:58 PM.

Respectfully submitted,

Amanda Herdt



## **Town of Pine River, Town Board Meeting Minutes, June 7, 2022**

Chairman Breunig called the meeting to order at 7:00 PM. All town board members were present. The Pledge of Allegiance was said.

Minutes from the last meeting held May 3, 2022 were read by Clerk Herdt. Supervisor Uttech made a motion to accept the minutes; Supervisor Zastrow seconded & Chairman Breunig made it unanimous.

The Treasurer's Report was read by Treasurer Opper. A motion was made by Chairman Breunig, seconded by Supervisor Zastrow and made unanimous by Supervisor Uttech to accept the report.

Chairman Breunig made a motion to grant Liquor licenses for Bill's Bar (Class B liquor, Class B fermented, and tobacco), Chism Trail Ranch (Class B fermented), and Sunset Hollow Ranch (Class B winery and Class B fermented). The motion was seconded by Supervisor Uttech and made unanimous by Supervisor Zastrow.

We are still looking for a qualified town employee with a CDL.

A roadwork update was given by Brian Opper.

After discussion, Supervisor Zastrow made a motion to purchase a Western Star truck from Truck Country; Supervisor Uttech seconded & Chairman Breunig made it unanimous. The trucks are over two years out on order. Accessories will be bid for. A motion was made by Chairman Breunig, seconded by Supervisor Zastrow and made unanimous by Supervisor Uttech to use ARPA funds for the grinding and paving and to use town money for the truck purchase.

There was nothing to report for zoning.

Chief Uttech gave the Fire Department and First Responder reports. There were 2 fire related calls and 6 responder runs since the last meeting.

Clean Sweep for Pine River is June 11<sup>th</sup> from 8:00 AM to noon.

Open Book is July 22<sup>nd</sup> and Board of Review is July 29<sup>th</sup>, 2022; both from 4 to 6 PM.

Opportunity for public comment was given. Another draft of zoning ordinances (from Randy Frokjer) had been given to the board members. County supervisor district 10 Jesse Boyd requested an agenda item every month to give a report.

Invoices 16,381 through 16,426 were paid.

Chairman Breunig made a motion to adjourn; seconded by Supervisor Zastrow and made unanimous by Supervisor Uttech. The meeting adjourned at 7:44 PM.

Respectfully submitted,

Amanda Herdt



## **Town of Pine River, Town Board Meeting Minutes, July 5, 2022**

Chairman Breunig called the meeting to order at 7:00 PM. All town board members were present except for Supervisor Uttech. The Pledge of Allegiance was said.

Minutes from the last meeting held June 7, 2022 were read by Clerk Herdt. Chairman Breunig made a motion to accept the minutes; Supervisor Zastrow seconded.

The Treasurer's Report was read by Treasurer Opper. A motion was made by Supervisor Zastrow and seconded by Chairman Breunig to accept the report.

Clean Sweep for Pine River held June 11<sup>th</sup> was well attended.

A roadwork update was given by Chairman Breunig and Brian Opper.

Zoning Administrator Greg Metz gave a zoning report.

Chief Uttech gave the Fire Department and First Responder reports. There were 5 fire related calls and 8 responder runs since the last meeting.

Open Book is July 22<sup>nd</sup> and Board of Review July 29<sup>th</sup>, 2022; both from 4 to 6 PM.

Opportunity for public comment was given

Invoices 16,427 through 16,466 were paid.

Chairman Breunig made a motion to adjourn; seconded by Supervisor Zastrow. The meeting adjourned at 7:18 PM.

Respectfully submitted,

Amanda Herdt

## **Town of Pine River, Town Board Meeting Minutes, August 2, 2022**

Chairman Breunig called the meeting to order at 7:00 PM. All town board members were present. The Pledge of Allegiance was said.

Minutes from the last meeting held July 5, 2022 were read by Clerk Herdt. Supervisor Uttech made a motion to accept the minutes; Supervisor Zastrow seconded.

The Treasurer's Report was read by Treasurer Opper. A motion was made by Supervisor Uttech, seconded by Supervisor Zastrow and made unanimous by Chairman Breunig to accept the report.

A roadwork update was given by Chairman Breunig and Brian Opper. American Asphalt did the grinding but did not bring their roller, so Lincoln County completed the rolling. They will be adjusting their bill accordingly.

Open Book was July 22<sup>nd</sup> with Board of Review July 29<sup>th</sup>. There were no incidents.

Lincoln County is looking to replace or update all voting equipment late next year. We need to budget between \$3,800 to \$7,000 for 2023, depending on the decisions of the area clerks.

The Primary Election is coming up on August 9<sup>th</sup>.

There was no Zoning Administrator report.

Chief Uttech gave the Fire Department and First Responder reports. There were 3 fire related calls and 9 responder runs since the last meeting. October 1<sup>st</sup> is the open house/fund raiser.

Jessie Boyd gave the District 10 supervisor report.

Opportunity for public comment was given.

Invoices 16,467 through 16,527 were paid.

Chairman Breunig made a motion to adjourn, seconded by Supervisor Zastrow; made unanimous by Supervisor Uttech. The meeting adjourned at 7:30 PM.

Respectfully submitted,

Amanda Herdt