

**Town of Sullivan**  
**Board Meeting Minutes**  
**January 6, 2026 at 6:30pm**  
**Town Hall-N3866 West Street, Sullivan**

- I. **Call to Order:** The meeting was called to order at 6:30pm by Chairman Barry Boos
- II. **Roll Call:** Chairman Barry Boos, Supervisor John Kannard, Supervisor Paul Goeglein, Treasurer Stacy Riedl, and Clerk Dawn Bauer were all present.
- III. **Verification of Proper Notice:** The meeting notice/agenda was published on the Town website, and on the board outside the Town Hall, by Clerk Dawn Bauer.
- IV. **Approval of Minutes:** A motion was made by Supervisor Goeglein and 2<sup>nd</sup> by Supervisor Kannard to approve minutes from the Regular December meeting. **MOTION CARRIED 3-0**
- V. **Reports & Correspondence:**
  - A. **Treasurer’s Report:** Treasurer Stacy Riedl had the Treasurer’s report copies on the table. Stacy said that there were two in-person collection days that went well.

<u>Account Balances</u>	
(*021) General Acct	5,285.31
(*798) Tax Income Acct	1,613,710.36
(*315) Capital Expenditure	35,223.14
(*937) Park Fund	4,311.80
(*541) Tax Collections Acct	210,822.70
(*912) Cemetery Perpetual Care	30,658.09
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Cemetery CD #695 (3.70%) 5/24/26	10,191.87
Cemetery CD #495 (4.03%) 1/24/26	17,111.37
Cemetery CD #975 (3.94%) 2/7/26	10,986.96
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General CD #591 (3.70% 5/31/26)	26,448.49
General CD #607 (3.70% 5/31/26)	26,448.49
General CD #615 (3.70% 5/31/26)	26,448.49
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- B. **Fire District Report:** No one was present from the Fire District
- C. **Road Report:**

- 1) Denny said they had a few times where they had to re-plow or re-salt after some snow events. He got quotes for new cutting edges on the snow plow trucks. Jefferson County Hwy quoted \$780.00 and Monroe Truck quoted \$1080.
- 2) Clerk Bauer got an email from the DNR regarding signage for the park at the Mill for rules/hours of operation.
- 3) There are a number of Stop Signs around the town that have faded and Denny is looking for direction on ordering new ones. He said that he could get old ones refaced for \$32 each, and the new signs at Lange are \$53 each. There was also discussion about trying to replace 10-12 Fire Number signs if they are faded each year. Chairman Boos said they would talk about purchasing options later in the meeting.

**Clerk Correspondence:**

- 1) A packet was received from the DOT about bridge inspections they did in August of 2025.
- 2) Coming up is the Public Meeting for the Staude Road bridge project, and all are invited to attend. It will be held during the regular Town Board meeting on February 3<sup>rd</sup>.
- 3) A form was received for the Clean Sweep program which the Town has contributed to in the past. It was decided to contribute \$300.

- D. **Chairman Correspondence:** NONE
- E. **EMS:** No one was present to give a report.
- F. **Cemetery:** Nothing to report

**VI. Hearing from Citizens: NONE**

**VII. New Business:**

- A. **Discussion & possible approval of a revised Conditional Use Permit to allow for personal storage and mini warehousing in an existing A-2 zoned parcel for Charles Couden at N4677 Highland Drive:** There was some technical verbiage that needed to be changed. Basically, it will be a storage for boats, etc. with a gravel floor and one lightbulb. After discussion, Supervisor Kannard made a motion and Supervisor Goeglein 2<sup>nd</sup> to approve the revised CUP. **MOTION CARRIED 3-0**
- B. **Discussion & possible approval of request from Allen Carnes to rezone from A-1 to A-3 to create a 1.0 +/- acre parcel at N2824 Hardscrabble Road:** This was seen by the Planning Committee and they recommended approval. After discussion, Supervisor Goeglein made a motion, and Chairman Boos 2<sup>nd</sup> to approve the rezone. Supervisor Kannard abstained. **MOTION CARRIED 2-0**
- C. **Discussion & possible approval of revised request from Marty Foltz to rezone from A-1 to A-3 to create a 1-2.8 +/- acre farm consolidation parcel and for 1-1.49 +/- acre parcel at N3468 Hardscrabble Road:** This was also seen by the Planning Committee and after discussion of the revision, Supervisor Goeglein made a motion and Chairman Boos 2<sup>nd</sup> to approve rezone. Supervisor Kannard abstained. **MOTION CARRIED 2-0**
- D. **Discussion & possible action on appointing a new Planning Committee member:** Bill Thomas would like to step down, and the Town Board would like to announce that there is an open position on the Planning Committee for anyone interested.
- E. **Discussion & possible action on getting a “Hidden Driveway” sign by N3399 Rome Oak Hill Road:** The resident (Jeff Zambo) said that his driveway is hidden and he feels that there should be warning for people travelling this road. Denny confirmed that it is difficult to see the driveway, and the Board suggested installing two signs. Denny is unsure whether we have some on hand or if we need to purchase some. Supervisor Kannard made a motion and Supervisor Goeglein 2<sup>nd</sup> to approve getting some signs if they're under \$200. **MOTION CARRIED 3-0**
- F. **Discussion & possible action on Purchase Order request/approval policy:** The Board members feel that no one should be able to purchase anything over \$100 without getting prior approval from the Board at the following Town Board meeting. If there is an emergency, approval can be given by one of the Board members before the next meeting.
  - Chairman Boos gave permission for Denny to put a couple loads of salt/sand delivered to stock the salt shed. Since it's already contracted, there is no reason to wait to order. Denny brought up the fact that the garage door opener in the shop does not work, and needs to be looked at. They are currently lifting and lowering it by hand. Supervisor Goeglein made a motion and Supervisor Kannard 2<sup>nd</sup> to have S & K come out to look at the garage door and fix it. **MOTION CARRIED 3-0**
  - The cutting edges on the 2 plows are worn down and he would like approval to get them ordered. Supervisor Kannard made a motion and Supervisor Goeglein 2<sup>nd</sup> to purchase the cutting edges from Ryans Auto. **MOTION CARRIED 3-0**
  - They need to get DEF for the trucks because for each snow event they use several gallons. Supervisor Goeglein made a motion and Supervisor Kannard 2<sup>nd</sup> to get a 55-gallon drum for DEF through United Coop. **MOTION CARRIED 3-0**

**G. Discussion about procedure for paying bills:** Supervisor Kannard said that he researched other Towns and how they handle paying the bills at their monthly meetings. He said that most of them have “Payment of the Bills” at the end of the meeting as a separate line item. This is so the Board has time to review the bills during the meeting. Supervisor Kannard made a motion to put this as a separate agenda item at the end of the meeting so he has time to look the over before the checks are signed. Supervisor Goeglein 2<sup>nd</sup>. **MOTION CARRIED 3-0**

**VIII. Old Business:**

- A. Discussion regarding hosting the Wisconsin Towns Association District meeting on January 27<sup>th</sup> at 7pm:** Clerk Tami Latsch from Farmington reached out and told Clerk Bauer what is needed for the meeting. Finger foods, soda, water. The meeting room will be sufficient.
- B. Discussion, updates and possible action about the proposed work on the headrace at the Mill:** Randall said regarding the letter from the DNR; the Town needs to have an inspection of the Dam this fall. Collins Engineering was the lowest bid at \$2500 and the DNR said it met their requirements. The completion date of June 30<sup>th</sup> set by the DNR for the Headrace is not feasible, so he is suggesting that we ask for an extension. Fish spawning season ends June 16<sup>th</sup>, so we would not be able to start until after that date. He will help Clerk Bauer compose a letter to William Disser. The Emergency Action Plan and the Inspection Operation & Maintenance Plan need to be updated. Randall will help the Town with that as well and can be done at the end of March. Regarding the hard copy of the Zoning Permit-Supervisor Kannard said he would pick it up and give it to Randall. Supervisor Kannard asked what Randall will be doing differently to get bids for the Headrace project. He said he will be reaching out to people and redo the bid package.

**IX. Non-Action Items:** Supervisor Goeglein asked if there needs to be discussion about the flail mower that they need to order from Diamond Mower. He asked Denny to reach out to them, and that it be discussed at the February Meeting.

**X. Set next Town meeting:** The February meeting will be on Tuesday, February 3<sup>rd</sup>, 2026 at 6:30pm.

**XI. Payment of the Bills:** Chairman Boos said going forward, we will have the payment of the bills towards the end of the agenda. Supervisor Goeglein made a motion and Supervisor Kannard 2<sup>nd</sup> to pay the bills. **MOTION CARRIED 3-0**

**XII. Adjourn:** Supervisor Goeglein made a motion and Supervisor Kannard 2<sup>nd</sup> to adjourn at 7:26 pm  
**MOTION CARRIED 3-0**

*Respectfully Submitted, Dawn Bauer, Clerk*