

**Town of Big Flats**  
**Regular Board Meeting**  
**July 8, 2025**

- 1. Call to Order:** Chairman Meyers called the meeting to order at 6:00 PM.

**Present:** Chairman Meyers, Supervisor Kipfer, Supervisor Clark, Clerk Horacek, Treasurer Nigh

The Pledge was recited.

- 2. Approval of Agenda:** Motion to approve the agenda by Supervisor Kipfer, 2<sup>nd</sup> by Supervisor Clark. **Motion Carried**
- 3. Approval of Bills:** Motion by Supervisor Kipfer, 2<sup>nd</sup> by Supervisor Clark to pay the bills. **Motion Carried**
- 4. Approval of Previous Months Minutes:** Motion by Supervisor Kipfer, 2<sup>nd</sup> by Supervisor Clark to approve the minutes from the previous month's minutes with the change under #11 Nuisance Committee Report from W. Trout Valley to E. Trout Valley. **Motion Carried**
- 5. Treasure's Report:** Treasurer Nigh read balances for all accounts. Motion to approve the treasurer report by Supervisor Clark, 2<sup>nd</sup> by Supervisor Kipfer. **Motion Carried**
- 6. Amy Penn, DNR on CWPP:** She stated that the CWPP is the Community Wildfire Plan. The Town of Big Flats is in the top 12 towns in the state for wildfires. The town has received \$62,000 in grant dollars since 2010. It is required to have the DNR, 1 board member, the fire department, and a resident of the town on this committee. Supervisor Clark asked what the town needs to do. Amy stated they need a plan and meet twice a year.
- 7. Correspondence & Clerk's Report:** Clerk Horacek handed out what she had received and there were no questions. She stated that the State of Wisconsin Form on retail licenses was done and filed. She also asked the board if it would be alright to close the office one day a week as a working day. It was agreed to closed the office one day a week for a clerk's day to work without interruption.
- 8. Friends of the Big Flats Fire House:** Pam Marquardt stated that she will be closing the friends of the fire house. She stated that their volunteers have raised just under \$26,000. None of this would have been possible if it weren't for the volunteers and the community. Pam thanked the volunteers for all their work. The rest of the group's cash

assets will be given to the fire department. She wished the newly formed support group the very best.

- 9. Fire Department Report: Fire Chief Schmidt** Reported for June calls. Total calls were 16, 12 EMR, 2 fire, 2 Medical with fire assistance, 1 carbon monoxide, 1 cancelled.

The department has been approved for a \$209,284.00 grant. The new EMS truck is ready to be set up. As a reminder, the street dance is Aug. 2, starting at 1:00 PM.

**10. Committee Reports:**

**Zoning:** Rich Westover approved 4 land use permits, 15 phone calls and 16 emails.

**Nuisance Committee:** Supervisor Clark stated that Justin Browning has had a 50% success rate.

**Plan Commission Committee:** Wendy Goerke stated there has been no new applications for the Board of Appeals. There is no meeting this month. Someone from the Adams County Land & Water will be coming to the next meeting to talk about the purchase of land in Big Flats.

**Elise Wilson for the Big Flats Friends:** Stated that the flowers outside by the flagpole was donated by Twin Creeks Nursery. They have cleaned up the areas out front and split up the Hosta plants.

- 11. Discussion and action on a laptop for the Plan Commission Chairperson:** A motion was made by Supervisor Kipfer, 2<sup>nd</sup> by Supervisor Clark to purchase a laptop in the amount of \$300. **Motion Carried**

- 12. Discussion and action on old assessment rolls to Adams County Historical Society:** A motion was made by Supervisor Kipfer, 2<sup>nd</sup> by Supervisor Clark to let the town clerk turn over old assessment rolls to the society. **Motion Carried**

- 13. Approval of Big Flats Fire Department Temporary Operator & Alcohol Licenses:** A motion was made by Supervisor Clark, 2<sup>nd</sup> by Supervisor Kipfer to approve licenses. **Motion Carried**

- 14. Approval of Operators License for Dollar General:** A motion was made by Supervisor Clark, 2<sup>nd</sup> by Supervisor Kipfer to approve license. **Motion Carried**

- 15. Approval of fire department service director contract for Henry Fuller:** A motion was made by Supervisor Kipfer, 2<sup>nd</sup> by Supervisor Clark to approve. **Motion Carried**

- 16. Digital Sign: Tabled**

- 17. Discussion and action on switching phone & internet from Frontier to Spectrum:** A motion was made by Supervisor Clark, 2<sup>nd</sup> by Supervisor Kipfer to approve the change from Frontier to Spectrum. **Motion Carried**
- 18. Discussion and action on switching the towns landline with Frontier to a cell phone with Spectrum:** A motion was made by Supervisor Kipfer, 2<sup>nd</sup> by Supervisor Clark to approve. **Motion Carried**
- 19. Discussion and action on assessors' contract for the town wide revaluation:** A motion was made by Supervisor Clark, 2<sup>nd</sup> by Supervisor Kipfer to table and research for other prices. **Motion Carried**
- 20. Discussion and action on Town ATV/UTV Ordinance: Tabled**
- 21. Discussion and action on Klein Campground: Tabled**

**Announcements:**

- Next Plan Commission meeting: August 19, 2025, at 6:00 PM
- Next regular town meeting: August 12, 2025, at 6:00 PM

**Adjourn:** Motion by Supervisor Kipfer, 2<sup>nd</sup> by Supervisor Clark to adjourn at 7:09 PM.  
**Motion Carried**

37 people signed in

*Terri L. Horacek, Town Clerk*