

**Town of Big Flats**  
**Special Board Meeting**  
**January 13, 2026**

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

**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 Dec. 9, 2025 Months Minutes:** Motion by Supervisor Kipfer, 2<sup>nd</sup> by Supervisor Clark to approve the minutes from the previous month's minutes. **Motion Carried**

**5. Approval of Dec. 15, 2025, Minutes:** Motion by Supervisor Kipfer, 2<sup>nd</sup> by Supervisor Clark to approve the minutes from Dec. 15, 2025, month's minutes. **Motion Carried**

**6. 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**

**7. Correspondence & Clerk's Report: None**

**8. Public Comments:** It was stated by someone who had moved out of the area 25 years ago and has moved back that he is very proud of the town and fire department.

**9. Fire Department Report: Fire Chief Schmidt:** No treasurers report. Chief read off the call report. They sold the old compressor. They plan to sell the old 531. She also stated that there are two trucks that need to have tires replaced, because they are street tires and are not good for back winter roads.

**10. Supervisor Kipfer: Cover over West Service Door:** After discussion a motion was made by Supervisor Clark. 2<sup>nd</sup> by Supervisor Kipfer to approve a cover over the west door.

**Motion Carried**

**11. Supervisor I Update:**

- **ATV Signs:** Twenty-four signs will be needed for ATV Signs: a motion was made by Supervisor Clark. 2<sup>nd</sup> by Supervisor Kipfer to approve the purchase of 24 signs.

**Motion Carried**

- **Rental of scissor lift:** a motion was made by Supervisor Clark. 2<sup>nd</sup> by Supervisor Kipfer to approve the renting of the scissor lift. **Motion Carried**

Chairman Meyers did a pressure tests on the Dodge. Justin believes it's just a loose valve.

**12. Supervisor II Update: None**

**13. Committee Reports:**

**Nuisance Committee:** Justin Browning stated that the plan is to go over Ordinance 33 and send it to the attorney.

**Plan Commission Committee:** Wendy Goerke stated that she has only had one email on combining a parcel. They are almost done with going over the zoning book and would like to send that to attorney.

**Zoning:** Rich Westover read off his list of permits. It was asked what was happening with Witcraft Property. Rich stated he is waiting to hear from the contractor on the progress.

**14. Request for Plan Commission to review land division Ordinance:** Motion by Supervisor Clark, 2<sup>nd</sup> by Supervisor Kipfer, to approve the review of the land division ordinance.

**Motion Carried**

**15. Request for Nuisance Committee to review the Nuisance Ordinance:** Motion by Supervisor Kipfer, 2<sup>nd</sup> by Supervisor Clark to approve the review of the Nuisance Ordinance.

- 16. Approval to Pay off fire truck loan early:** Motion by Supervisor Kipfer, 2<sup>nd</sup> by Supervisor Clark to approve the paying off the fire truck loan.
- 17. Discussion/Action on opening checking & savings accounts for Fire department:** Motion by Supervisor Kipfer, 2<sup>nd</sup> by Supervisor Clark to approve opening a checking & savings account for the fire department bills.
- 18. Discussion/Action on Adopting County ATV Ordinance:** Motion by Supervisor Clark, 2<sup>nd</sup> by Supervisor Kipfer, to approve adopting county ATV Ordinance.
- 19. Approval of Operators License:** Motion by Supervisor Clark, 2<sup>nd</sup> by Supervisor Kipfer, to approve the operators' license.
- 20. Action on Office Safe:** It stated that James from Ace of Adams would come to look at the safe in the office. Motion by Supervisor Clark, 2<sup>nd</sup> by Supervisor Kipfer, to approve James to look at the safe.
- 21. Discussion/Action of Laptop for Board of Appeals Chairman:** Motion by Supervisor Clark, 2<sup>nd</sup> by Supervisor Kipfer, to approve the purchase of a laptop with a limit of \$200.00.
- 22. Closed Session:** Motion by Supervisor Clark, 2<sup>nd</sup> by Supervisor Kipfer, to go into closed session under state statute 19.85(1)(b), Wis. Stat. to conduct a performance of a town employee at 6:47 PM.  
A motion adjourn the closed session by Supervisor Clark, 2<sup>nd</sup> by Supervisor Kipfer.  
**Motion Carried**  
Board back into open session at 7:30 PM.
- 23. Announcements:**
- a. Next Plan Commission meeting, February , 2026 @ 6:00 PM
  - b. Next regular town meeting: February 10, 2026 @ 6:00 PM
- 24. Adjourn:** Motion by Supervisor Clark, 2<sup>nd</sup> by Supervisor Kipfer to adjourn. **Motion Carried**

30 people sign in

*Terri L. Horacek, Town Clerk*