

**Minutes**

**Town of Spruce Regular Board Meeting**  
**Wednesday, December 17, 2025, Spruce Town Hall**  
**9097 County Rd B, Oconto Falls, WI**

This is an open meeting of the Spruce Town Board. Notice of this meeting was given to the public at least twenty-four hours prior to the meeting by posting at the Spruce Town Hall and the town website [townofspruce.net](http://townofspruce.net).

1. Call to Order and Roll **Call Meeting called to order at 7:00 PM.**
2. Approval of Agenda
  - a. Change of Sequence
  - b. Additions or Removal of Items **Motion by Verhagen/Paitl to add item 7.e Delmar Consulting. Carried.**
3. Approval of Minutes of Previous Meeting(s) **Motion by Paitl/Verhagen to approve the November minutes. Carried.**
4. Treasurer's Report **Motion by Verhagen/Paitl to approve the Treasurer's report as presented. Carried.**
5. Public Comments – Public comments will be allowed with a 2-minute maximum allowance per person. Please keep in mind that the board cannot respond to your comments.
6. Committee Reports:
  - Planning Commission: No Report
  - Recycling Center: Ed Christenson: Cameras are set up at the recycling center.
  - Holt Park: Donnie and Penny: No Report
  - Joint Library: Lisa Peitersen and Suzanne Verhagen: No Report
  - Ambulance Meeting: Annual meeting was Monday, September 29.
7. New Business
  - a. Motion needed to approve the 2026-28 list of poll workers. Suzanne Verhagend, Megan Jensen, Nicole Fabry, Kate Winslow, Debbie Buth, Emilie Trudell, Barb Baugnet and Lisa Gilligan. **Motion by Verhagen/Brazeau to approve the list of poll workers presented for the 2026-28 elections with the addition of Trina Paitl. Carried.**
  - b. Motion needed to approve Resolution 06-2025 to move money between budgeted line items. **Motion by Paitl/Brazeau to move money between budgeted line items. Carried.**
  - c. Motion needed to approve server's license for Jody Kopatz. **Motion by Verhagen/Paitl to approve the server's license request for Jody Kopatz. Carried.**
    - d. Motin needed to approve Temporary Class B Liquor License for Kelly Lake Sportsman's Club for Ice Fishing Derby on Saturday, January 10<sup>th</sup>. **Motion by Paitl/Verhagen to approve the Temporary Class B Liquor License for the Kelly Lake Sportsman's Club for the Ice Fishing Derby on Saturday, January, 10<sup>th</sup>. Carried.**
    - e. Delmar Consulting presentation on culvert assessment for the town of Spruce. No action taken at this time.
8. Old Business:
  - a. Discuss a short-term rental ordinance for the Town of Spruce. Tabled for more information.
  - b. Discuss the possibility of creating a wake enhancement boat ordinance ban on Kelly Lake. Tabled for more information
9. Reading of the Checks by Clerk followed by Approval of Invoices and Checks: **Motion by Paitl/Verhagen to approve checks written in the amount of \$59,166.27. Carried.**
10. Announcements:
11. Set Next Meeting Dates Next meeting Wednesday, January 21
12. Executive Session

The Board will convene into Executive Session pursuant to Chapter 19 Wisconsin State Statute, IV, 19.85 (1)(g) to Confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved, 19.85 (1)(c) to consider the employment, promotion, compensation or performance evaluation data of any public employee over which the Board has jurisdiction Motion needed.
13. Open Session
14. Adjournment: Motion by Verhagen/Paitl to adjourn at 7:21 PM. Caried.

*Lisa Peitersen, Town Clerk*