

TOWN OF EVERGREEN
Town Board Meeting Agenda
April 15, 2026 – 6:30 p.m.

Town Board Annual Meeting with Town Board Meeting to follow

1. Call to Order
2. Pledge of Allegiance
3. Approval of Agenda
4. Approval of Minutes – March 18, 2026^(A) & Special Meeting – February 23, 2026
5. Clerk Report – Clerk Anderson
6. Treasurers Report – Treasurer Livingston
7. Supervisors Report
8. Road & Equipment Maintenance Report – Randy Melton
9. Property Fraud Alert Program – Washburn County Register of Deeds Jessica Hedinger^(A)
10. Roads – Ongoing Projects/Open Actions
 - a. LRIP Contract through Washburn County^(A)
 - b. Washburn County Estimate – Greenfield Rd from Jellen to Carlton^(A)
 - c. Bridge Petition Guidelines & Procedures^(A)
11. Equipment – Ongoing Projects/Open Action
12. Harbor Freight Account
13. Part-Time Workers
14. Town Board Communications
15. Board of Review
 - a. Open Book on May 26, 2026 from 6:30 pm to 8:30 pm^(A)
 - b. Board of Review on June 2, 2026 from 6:30 pm to 8:30 pm^(A)
16. Hazard Mitigation Planning by Washburn County Emergency Management^(A)
17. County Wide Clean Up Day Information – June 6, 2026
18. Rural Mutual Insurance Changes
19. Evergreen Election Report
20. Correspondence
21. Citizen Comments
22. Review & Approve Bills
23. Adjourn

(A) - need gang training

(A) Attachments

TOWN OF EVERGREEN

March 18, 2026

Those in attendance were Gary Scalzo, Brian Melton, Bill Boyle, Rozanne Livingston, Shannon Anderson, Randy Melton, JT Gunderson, Ricky Skaggs, Carolyn Skaggs, Larry Bascombe, Mavis Melton, Char Hedlund, Jeremiah Bowers, Lori Skyer, Marggie Banker, and Aaron Marcoux

1. Call To Order

The regular Town Board meeting was called to order on Wednesday, March 18, 2026 at 6:30 p.m. by Chair Gary Scalzo at the Evergreen Town Hall, W8996 Carlton Rd, Spooner. The meeting was properly noticed.

2. Pledge of Allegiance

3. Approval of Agenda

Motion by Melton to approve agenda as presented. Second by Boyle. All in favor. Motion carried.

4. Approval of Minutes of February 18, 2026 Town Board Meeting

Motion by Boyle to approve minutes from February 18, 2026 as presented. Second by Melton. All in favor. Motion carried.

5. Town Clerk Shannon Anderson, sworn in by Chair Scalzo.

6. Clerk's Report by Rozanne Livingston

No report.

7. Treasurers Report

Treasurer Livingston stated she paid out the taxes to the school. No other items.

8. District Attorney Aaron Marcoux

District Attorney Aaron Marcoux made statement to the attendees about his campaign for Washburn County Circuit Judge in the upcoming election on April 7, 2026.

9. Evergreen Election

Clerk Anderson gave update on election. She has been doing ElectEd training online – approximately 20 hours to date. Chief Inspectors will go to training on 3/27. Working on Badger Books software update. Absentee ballots started going out and in-person absentee voting has been noticed.

10. AI Reports

Chair Scalzo gave update on email making rounds from Zoneconomics being generated using AI.

11. CLA

Audit by WTA is standard when new clerk and new treasurer have been appointed to make sure numbers match.

12. Road & Equipment Report

Randy gave update on Carlton Road update, clearing of trees for Barron Electric with Supervisor Melton assisting. Chipper was repaired. Discussion on Greenfield Rd project with bank adjustment with straw and seeding completed. He stated the pole shop doors are in need of repair and he needs a router to allow for cell phone service inside. Bill plowed during the last storm. Plow need a air supply line repaired and there is a crack in the oil tube that was able to be temporarily patched up. In future, it will need a permanent repair and an oil change.

Supervisor Melton addressed bids on Carlton Rd for 2026 and the 1 mile on North Greenfield for chip sealing. Can not apply for grants because project is not complete. Add to April agenda for further discussion. **(ACTION ITEM: ADD CARLTON RD PROJECT AND 1M NORTH GREENFIELD PROJECT TO APRIL REGULAR TOWN BOARD MEETING)**

13. Correspondence

Chair Scalzo read the email from Rural Mutual Insurance regarding coverage changes on town buildings. **(ACTION ITEM: ADD RURAL MUTUAL INSURANCE TO APRIL REGULAR TOWN BOARD MEETING and Clerk Anderson will forward email to supervisors)**

Supervisor Melton read statement by Mosiac from Chris Fitzgerald regarding clarification on services to be provided to Evergreen residents. The line to the house will be free to install to the house, but residents will need to pay for the internet services.

Supervisor Boyle stated they will no longer be plowing Mystery Rd per request of the property owner. He requested communication regarding town issues be added to the agenda for April. **(ACTION ITEM: ADD STANDARD COMMUNICATION BETWEEN CHAIR/SUPERVISORS TO APRIL REGULAR TOWN BOARD MEETING)**

Clerk Anderson spoke on Hazard Mitigation Pre-planning set up by Washburn County Emergency Management on April 2 from 1:30 – 4:00 pm in the Lower Level Law Enforcement Center. There will be a resolution to adopt this plan by the board. **(ACTION ITEM: ADD HAZARD MITIGATION PLAN TO APRIL REGULAR TOWN BOARD MEETING)**

Clerk Anderson stated contact with Assessor Markham regarding open book being April 26, 2026 and Board of Review to be held on May 2, 2026 from 6:30 pm to 8:30 pm at the Town Hall. Also working on Housing Report. **(ACTION ITEM: ADD BOARD OF REVIEW TO APRIL REGULAR TOWN BOARD MEETING)**

Chair Scalzo announced Clean Up Day has been set for June 6, 2026. States there is approximately \$4000.00 in grant monies. **(ACTION ITEM: ADD CLEAN UP DAY TO APRIL REGULAR TOWN BOARD MEETING and Chair Scalzo will set up services for scrap and roll off).**

Supervisor Boyle stated the town board will attend training on 3/27 in Rice Lake.

14. Citizens Comments

Mavis Melton inquired about the website, requesting meeting information be on the front page and lack of links to the county website working. Clerk Anderson will work on revamping the website to make all the necessary changes including minutes, agendas, and notices. **(ACTION ITEM: Clerk Anderson to work on updating website)**

Marggie Banker, Spooner School District Supervisor, spoke on her plan to visit the townships to discuss the ongoing funding with budgets and shortfalls.

15. Future Agenda Items Tools

Randy discussed needing to get a commercial account set up for purchasing tools. Chair Scalzo offered to pick up paperwork. **(ACTION ITEM: Clerk Anderson to set up account online)**

Supervisor Melton makes request to discuss part-time workers. Chair Scalzo makes motion to discuss hiring list of part-time workers being added to agenda, seconded by Supervisor Melton. All in favor. Motion carries. **(ACTION ITEM: ADD PART-TIME WORKER LIST TO APRIL REGULAR TOWN BOARD MEETING)**

Supervisor Melton discusses request to add Road Projects to future agenda, discussion regarding open bid items and open action items. Chair Scalzo makes motion to add Road Projects to agenda if approved by WTA, seconded by Supervisor Melton. All in favor. Motion carried. **(ACTION ITEM: Clerk Anderson to speak with WTA to advise on adding Road Projects to ongoing Future Agendas)**

Continued discussion on also adding Equipment Projects to future agenda as open action items. Chair Scalzo stated chairman discretion on some spending. **(ACTION ITEM: Clerk Anderson to speak with WTA to advise on adding ongoing Equipment Projects to Future Agendas and Chair Discretionary Spending guidance)**

Discussion on Property Acquisition. Approval for Randy to take wire down in ditch to corner fence and clear trees in right away.

Clerk Anderson reviewed the Minutes from February 18, 2026 mentioning adding Supervisors Report to agendas. **(ACTION ITEM: Clerk Anderson to speak with WTA to advise on adding Supervisor Reports to ongoing Future Agendas)**

Clerk Anderson asked for review of the Action Items during the meetings to recap who is going to complete tasks, etc.

16. Review and Approve Bills

17. Motion by Chair Scalzo to adjourn meeting, seconded by Supervisor Melton. All in favor.
Motion carried. Adjourned at 7:16pm

Sent to Chair, Supervisors, and Treasurer:

Email from Rural Mutual Insurance re: Coverage

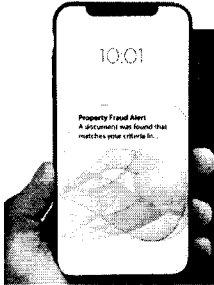
Email from Mosiac regarding clarification on services to residents.

Email from Washburn County Emergency Management regarding Hazard Mitigation Planning
with brochures

Submitted by Shannon Anderson, Clerk

PROPERTY FRAUD ALERT

PROPERTY FRAUD occurs when someone records a fraudulent document in the county land records office, making it look like they own your home or property.



PROPERTY FRAUD ALERT is a notification service that alerts subscribers against the possibilities of fraudulent activity being committed against their property.

SIGN UP FOR FREE by visiting PropertyFraudAlert.com, by scanning the QR code with your phone camera, or call the Property Fraud Alert Hotline at 800-728-3858.



Register in English or Spanish
Regístrate en inglés o español

Choose how you want to be notified!



Brought to you by
JESSICA HEDINGER
Washburn County
Register of Deeds

WASHBURN COUNTY HIGHWAY DEPARTMENT

1600 CTH H, Spooner, WI 54801

715-635-4480

ESTIMATE FOR CONSTRUCTION WORK

MUNICIPALITY: Evergreen

LOCATION:	Hall Road
DESCRIPTION of WORK:	<p>Overlay Greenfield Road from Jellen to Carlton Pave 5174' x 20' x 2" compacted HMA 4LT 58-28S from the Paffel Pit. Roadway to be swept and tacked prior to paving. 54 tons HMA added for wedging prior to paving to level out a few spots with lower shoulders and to cover variation in cross slope on the existing roadway.</p> <p>-Paving to start at radius point north of Carlton and end at radius point south of Jellen Road. Will require milled butt joint at each end to match into existing pavement.</p> <p>Add 2' gravel shoulders when paving is completed. Gravel estimated high to match existing slopes.</p> <p>Flagging during paving and shouldering.</p> <p>Paving will be completed in spring/early summer of 2026.</p> <p>For this purchase HMA only LRIP project, HMA to be billed directly to the Town of Evergreen from Monarch. WCHD will be billing for the remaining ineligible items.</p> <p>Using 0.5 hrs round trip for paving and 0.75 hrs for shouldering.</p>
<p>This is an estimate only. All work will be billed for actual cost for equipment, materials, and labor.</p>	

EQUIPMENT (Hours include operator wages)				
Equipment Description	Number of Equipment	Hourly Rate	Hours	Total
Paver	1	\$2.02	1350	\$2,727.00
Dump Trucks	7	\$153.14	11.5	\$12,327.77
Rollers	2	\$116.58	8	\$1,865.28
Cat Skidsteer w/ Mill Head	1	\$179.70	10	\$1,797.00
Shoulder Machine	1	\$172.50	5	\$862.50
Grader	2	\$165.98	5	\$1,659.80
Broom	1	\$131.44	8	\$1,051.52
Tack Truck	1	\$160.28	7	\$1,121.96
Pickup for flagging	2	\$81.00	16	\$2,592.00
Tractor and Rubber Tire Roller	1	\$135.90	5	\$679.50
Truck and Deckover Trailer	1	\$114.78	3	\$344.34
5 CY Truck and Water Tank	1	\$176.12	3	\$528.36
Loader	1	\$163.90	4	\$655.60
Total Equipment Cost =				\$28,212.63

MATERIAL COST			
Material	Quantity Req'd	Unit Price	Total
4LT 58-28S Hot Mix Paffel Pit (tons)	1,350	\$57.54	\$77,679.00

0.75" Cranberry Gravel (tons)	750	\$8.28	\$6,210.00
Tack	575	\$3.00	\$1,725.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
Total Material Cost =			\$85,614.00

WASHBURN COUNTY HIGHWAY DEPARTMENT

1600 CTH H, Spooner, WI 54801

715-635-4480

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ESTIMATE FOR CONSTRUCTION WORK

MUNICIPALITY: Evergreen

MISC. LABOR COST

Work Item/Description	Estimated Cost
Paver Operators	\$2,000.00
Mobilization	\$1,000.00
Signing/Traffic Control	\$300.00
2% Admin Rate	\$2,300.00
Total Misc. Labor Cost =	
	\$5,600.00

Total Project Estimate

Equipment	\$28,212.63
Materials	\$85,614.00
Misc. Labor	\$5,600.00
Total Estimate	\$119,426.63

COMMENTS

Brian Daniels, Highway Commissioner
 Estimate Prepared By _____

4/9/2026
 Date _____

Estimate Approved for Municipality By _____

Date _____

BID OPENING CHECKLIST

MARCH 12, 2026 @ 10:00 AM

CONTRACT # 3-26M ASPHALTIC CONCRETE PAVEMENT

1 Bid Received

BIDDERS NAME	BID BOND (5%)	SIGNED	AMOUNT BID	COMMENTS
Monarch	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<p>4 LT 58-28S Hot Mix (Est 16,500 tons) Paffel Pit: <u>57.54</u> Ton Hayward Pit: <u>58.67</u> Ton Birchwood Area Pit: <u>60.72</u> Ton Other Pit: _____ Ton</p> <p>4 LT 58-34S Hot Mix with Honeywell Additive (Est 1,500 tons) Paffel Pit: <u>65.61</u> Ton Other Pit: _____ Ton</p> <p>4 LT 58-34S Hot Mix (Est 6,750 tons) Paffel Pit: <u>62.13</u> Ton Hayward Pit: <u>62.71</u> Ton Birchwood Area Pit: <u>65.35</u> Ton Other Pit: _____ Ton</p> <p>3 LT 58-28S Hot Mix (Est 10,550 tons) Paffel Pit: <u>57.19</u> Ton Hayward Pit: <u>57.92</u> Ton Birchwood Area Pit: <u>60.41</u> Ton Other Pit: _____ Ton</p>	

		<p>For each HMA plant, indicate estimated plant availability through the 2026 construction season</p> <p>Paffel Pit: <u>Late June to Sept.</u></p> <p>Hayward Pit: <u>All Year</u></p> <p>Birchwood Area Pit: <u>August</u></p> <p>Other Pit: <u>—</u></p>	
	<input type="checkbox"/>	<input type="checkbox"/>	<p>4 LT 58-28S Hot Mix (Est 16,500 tons)</p> <p>Paffel Pit: _____ Ton</p> <p>Hayward Pit: _____ Ton</p> <p>Birchwood Area Pit: _____ Ton</p> <p>Other Pit: _____ Ton</p> <p>4 LT 58-34S Hot Mix with Honeywell Additive (Est 1,500 tons)</p> <p>Paffel Pit: _____ Ton</p> <p>Other Pit: _____ Ton</p> <p>4 LT 58-34S Hot Mix (Est 6,750 tons)</p> <p>Paffel Pit: _____ Ton</p> <p>Hayward Pit: _____ Ton</p> <p>Birchwood Area Pit: _____ Ton</p> <p>Other Pit: _____ Ton</p> <p>3 LT 58-28S Hot Mix (Est 10,550 tons)</p> <p>Paffel Pit: _____ Ton</p> <p>Hayward Pit: _____ Ton</p> <p>Birchwood Area Pit: _____ Ton</p> <p>Other Pit: _____ Ton</p> <p>For each HMA plant, indicate estimated plant availability through the 2026 construction season</p> <p>Paffel Pit: _____</p> <p>Hayward Pit: _____</p>

**WASHBURN COUNTY
REQUEST FOR PROPOSAL**

ASPHALTIC CONCRETE PAVEMENT

Asphaltic Concrete Pavement, 4 LT 58-34S Hot Mix, 4LT 58-34S Hot Mix w/ Honeywell Additive, 4 LT 58-28S Hot Mix, and 3LT 58-28S Hot Mix. Any of these mixes may be used on LRIP & CHIP projects for the Washburn County Highway Department and Townships/City/Villages in 2026.

The Washburn County Highway Department requests bid proposals to supply the following materials.

**CONTRACT #03-26M
BID PROPOSAL FORM**

Approximately 35,000 Tons of Asphaltic Concrete Pavement Hot Mix to be supplied by the Contractor and loaded onto Washburn County Trucks.

4 LT 58-28S Hot Mix (Est 16,500 tons)

Paffel Pit	<u>\$57.54</u> /Ton
Hayward Pit	<u>\$58.07</u> /Ton
Birchwood Area Pit	<u>\$60.72</u> /Ton
Other Pit	<u>N/A</u> /Ton

4 LT 58-34S Hot Mix with Honeywell Additive (Est 1,500 tons).

To be used on CTH K between Sunset and Pair o Lakes Road if UW Grant funded project is approved. If grant is not awarded would use regular 4LT 58-34S Hot Mix.

Paffel Pit	<u>\$65.61</u> /Ton
Other Pit	<u>N/A</u> /Ton

4 LT 58-34S Hot Mix (Est 6,750 tons)

Paffel Pit	<u>\$62.13</u> /Ton
Hayward Pit	<u>\$62.71</u> /Ton
Birchwood Area Pit	<u>\$65.35</u> /Ton
Other Pit	<u>N/A</u> /Ton

3 LT 58-28S Hot Mix (Est 10,550 tons)

Paffel Pit	<u>\$57.19</u> /Ton
Hayward Pit	<u>\$57.92</u> /Ton
Birchwood Area Pit	<u>\$60.41</u> /Ton
Other Pit	<u>N/A</u> /To

For Each HMA Plant, indicate estimated plant availability through the 2026 Construction Season

Paffel Pit	<u>Start to late June & Sept to End</u>
Hayward Pit	<u>All Year</u>
Birchwood Area Pit	<u>August</u>
Other Pit	<u></u>

Any of these mixes may be used on LRIP & CHIP projects for the Washburn County Highway Department and Townships/City/Villages in 2026.

Specific LRIP projects include the following.

Washburn County CTH T (CTH D-Nice Lake Road)(LRIP Project 19541) approx. 5,000 tons.
Washburn County CTH K (Sunset - Pair o Lakes)(LRIP Project 19542) approx. 8,200 tons on binder.
Town of Gull Lake , Hall Road (CTH F to Haddick Rd)(LRIP project applied for) approx. 1,500 tons.
Town of Beaver Brook, Perry Lane (Greenfield to Fairgrounds)(LRIP project applied for) approx. 1,100 tons
Town of Evergreen, Greenfield Rd (Carlton to Jellen)(LRIP Project 18841) approx. 1,300 tons
Town of Crystal, 9th St (1st Ave to STH 70) (Potential LRIP Project) approx. 1,150 tons.

No asphalt will be used on a specific LRIP project until the SMA is approved by WisDOT.

If a portable plant can be set in the Birchwood Area, Washburn County would pave approx.. 4,100 tons of 4LT 58-28S Hot mix, 2800 tons of 3LT 58-28S Hot Mix, and 2,200 tons of 4LT 58-34s Hot Mix out of the Birchwood Area plant. Preference for setting plant in Birchwood area would be August.

INQUIRIES AND INTERPRETATIONS:

1. No interpretation of the meaning of the RFP will be made to any proposer verbally. Every request for such interpretation should be in writing and addressed to: Washburn County Highway Commissioner, 1600 County Highway H, Spooner, WI 54801, or e-mail bdaniels@co.washburn.wi.us.
2. To be given consideration, a request for interpretation must be received at least seven (7) days prior to the date fixed for the review of the qualification packages. Any and all such interpretations and any supplemental instructions will be in the form of written addenda to the specifications which, if issued, will be sent via e-mail or fax not later than three (3) days prior to the date fixed for the review of the proposal packages.
3. Failure of any Proposer to receive any such addendum or interpretation shall not relieve such proposer from any obligation under their proposal as submitted. All addenda so issued shall become part of the RFP.

CONTRACTOR PERSONNEL REQUIREMENTS AND DETERMINATION OF RESPONSIBILITY:

1. Washburn County may make such investigations as deemed necessary to determine the ability of the proposer to supply the product or service. The proposer shall furnish to Washburn County all such information and data for this purpose as Washburn County may request.
2. Proposers are encouraged to promptly notify the Highway Commissioner, in writing, of any apparent major inconsistencies, problems, or ambiguities in the Specifications. Address notifications to: Washburn County Highway Commissioner 1600 County Highway H, Spooner, WI 54801, or e-mail bdaniels@co.washburn.wi.us

PROJECTED TIMETABLE:

- | | | |
|----|--------------------|--|
| 1. | Completed RFP Due | March 12, 2026 10:00 AM |
| 2. | Committee Approval | March 16, 2026 8:00 AM |
| 3. | Notice to Proceed | Pending execution of contract documents following committee approval |

Sealed proposals for the material described herein will be received until 10:00 AM, local time, Thursday, March 12, 2026 by the Washburn County Highway Department, Office of the Highway Commissioner, 1600 County Highway H, Spooner, WI 54801.

The County reserves the right to accept or reject any or all bids, to waive any technicalities, and to select the bid deemed most advantageous to the Washburn County Highway Department.

Washburn County

Brian Danielsen

Brian Danielsen, P.E.
Highway Commissioner

Monarch Paving Company - A Division of Mathy Construction
Firm

Thomas Gangnon

Representative

768 US Hwy 8, Amery, WI, 54001

Address, City, State, Zip Code

tom.gangnon@monarchpaving.com 715-268-2687

E-mail Phone Number

3/12/2026

Date

1. **THIS FORM IS THE ONLY FORM THAT WILL BE ACCEPTED AND MUST BE FILLED OUT COMPLETELY.**
2. **BID PROPOSALS ARE TO BE SUBMITTED IN A SEALED ENVELOPE AND MARKED Hot Mix Proposal #03-26M.**

Contract #03-26M HMA Pavement



ADDITIONAL REMARKS SCHEDULE

AGENCY Willis Towers Watson Midwest, Inc.		NAMED INSURED Monarch Paving Company, a Division of Mathy Construction Co. 768 US Hwy 8 Amery, WI 54001	
POLICY NUMBER See Page 1		EFFECTIVE DATE: See Page 1	
CARRIER See Page 1	NAIC CODE See Page 1		

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM.
FORM NUMBER: 25 FORM TITLE: Certificate of Liability Insurance

INSURER AFFORDING COVERAGE: American International Group UK Limited NAIC#: D7568
POLICY NUMBER: B080121932U25 EFF DATE: 12/01/2025 EXP DATE: 12/01/2026

TYPE OF INSURANCE:	LIMIT DESCRIPTION:	LIMIT AMOUNT:
Excess Liability	\$5,000,000 Excess of	\$5,000,000

MINUTES - DRAFT



Washburn County
HIGHWAY AND DAM COMMITTEE
1600 County Highway H
Spooner WI 54801
Phone: (715) 635-4480 Fax: (715) 388-7945

TO: Clint Stariha, Vice Chair
Sandy Johnson
George Cusick
Miles Macone
Tim Kessler, Ex-Officio
Agenda and Minutes
News Media

FROM: Hank Graber, Chair
Brian Danielsen, Highway Commissioner

MEETING DATE: 03/16/2026
TIME: 8:00 AM
PLACE: Highway Facility Meeting Room

1. **Call to order:** March 16, 2026, Highway and Dam Committee meeting was called to order at 8:00am by chair Hank Graber at the Highway Department. The meeting was properly advertised, and all interested parties were notified.
2. **Roll Call:** Roll call by per diem. Hank Graber, Clint Stariha, Sandy Johnson, George Cusick and Miles Macone. Also present were Brian Danielsen, Darci Peckman-Krueger and Lesa Dahlstrom.
3. **Review/Approve Minutes from the 2-17-2026 Meeting:** Motion by Cusick to approve the minutes of 2/17/2026, second by Stariha. Motion carried. Yes (5) Graber, Stariha, Johnson, Cusick and Macone. No (0).
4. **Citizen Comment:** No citizens present.
5. **Correspondence:** 1. Danielsen shared a voicemail from Jennifer Fisher at W215 CTH DD summarizing her concerns with ATV/UTV's on CTH DD. Fisher had concerns with noise, speed, and volume of ATVs. Danielsen will be deploying the new traffic counter to gather data on DD. Danielsen discussed concerns with the driveway installation at her property and gave her guidance on how to take up ATV concerns with her Town Board. 2. Linda Zillmer sent an email questioning the procedure for changing County Board Rules Part II-Highway and Dam Committee.
6. **Award and/or Discussion of Bids:** 1. **3-26M Hot Mixed Asphalt:** Single bid received from Monarch Paving Company. Any of these materials may be utilized on the LRIP projects listed in the bid advertisement. 16.5k tons of 4LT 58-28 Hot Mix, Paffel \$57.54, Hayward \$58.07 and Birchwood \$60.72. 1.5k tons of 4LT 58-34 w/Honeywell Additive Paffel \$65.61. 6.75k tons of 4LT 58-34 Hot Mix Paffel \$62.13, Hayward \$62.71 and Birchwood \$65.35. 10.55k tons of 3LT 58-28 Hot Mix, Paffel \$57.19, Hayward \$57.92 and Birchwood \$60.41. Motion by Johnson to go with Monarch for all materials bid, second by Macone. Motion carried. Yes (5) Graber, Stariha, Johnson, Cusick and Macone. No (0). 2. **4-26M Cold Mix and Sylvex:** Single bid received from Monarch. 500 tons of Cold Mix delivered \$82.24/ton. 150 tons of HFE/Sylvex picked up in Amery \$135.00/ton. Motion by Stariha to go with Monarch for the Cold Mix and Sylvex, second by Cusick. Motion carried. Yes (5) Graber, Stariha, Johnson, Cusick and Macone. No (0). 3. **5-26M CRS2 Sealcoat Oil, CRS2P Sealcoat Oil, CHESS Scrub oil, and CQS1H D30 Fog Oil:** Two bids received: Meigs and Flint Hill/Fahrner. 23k gallons CRS-2 Applied Flint Hills/Fahrner \$2.62/gallon, Meigs \$2.49/gallon. 75k gallons CRS-2P Applied: Flint Hills/Fahrner \$2.92/gallon, Meigs \$2.79/gallon; 25k gallons CHESS Applied (No brushes) Fahrner \$3.29/gallon, Meigs \$3.17/gallon, 35k gallons CQS-1H D30 Fog Oil Applied Flint Hills/Fahrner

\$2.13/gallon, Meigs \$1.97/gallon. Notes on both bids that there will be a credit for returned oil, and quantities can be changed. Danielsen discussed that we have been having performance issues with Meigs oil in the past. Meigs has done a great job applying the oil, but chip seals have not lasted nearly as long as they should. Oil from Flint Hills/Fahrner that was used in 2025 seemed a lot more like oil used to be when chip seals lasted longer, and performance so far has been much better in regards to lost chip. In addition, Meigs changed the fog oil spec on the bid to CSS IH D30 without noting anything on the bid document. Danielsen recommended going with Flint Hills/Fahrner as their oil after the first year looks to be performing better. We have went with Meigs in the past when Fahrner was low bid, and have spent more money having to re-chip seal a road after the chip failed the first year from Meigs oil. Motion by Cusick, to accept the Flint Hills/Fahrner bid, second by Johnson. Stariha inquired as to experience of not being able to get companies to bid if low bid isn't accepted. Danielsen indicated that we are trying to change oils and procedures to get a product that lasts. Quality of the oil seemed to be much higher than the Meigs oil that we have been using. Johnson inquired as to why Meigs changed the fog oil bid to CSS-IH D30. Danielsen stated that Meigs must not make the quick set oil, but should have indicated the variance in the bid. Motion carried. Yes (5) Graber, Stariha, Johnson, Cusick and Macone. No (0).

4. 6-26M Rock Chips: 3 bids received. 1,000 tons of FA 2.5 Washed Rock Chips: Hopkins \$25.79/ton, Todds \$24.89/ton and Madison \$31.10/ton; 800 tons FA 2.5 Scrub Aggregate: Hopkins \$30.79/ton, Todds \$30.85/ton and Madison \$34.56/ton. Motion by Stariha to accept Todds bid for both materials as the combined total was the lowest, second by Macone. Motion carried. Yes (5) Graber, Stariha, Johnson, Cusick and Macone. No (0).

5. 7-26M Tack And Trucking: Single bid received from Monarch. Tack picked up in Amery at \$2.80/gallon. Trucking at \$134 per hour. Monarch did have a notation that trucking costs are based on today's fuel prices, rates could go up if fuel prices increase substantially. Motion by Johnson to go with Monarch for the tack oil and trucking, second by Cusick. Motion carried. Yes (5) Graber, Stariha, Johnson, Cusick and Macone. No (0).

6. 8-26M Hot Applied Joint Sealant: 3 bidders bid on one load (45k lbs) of Type 2 joint sealant: Mid States \$.594/lb. - Maxwell Elastoflex 61 (poly skin) Price good for 2026, Konrad \$.62/lb.-Deery 102 Price not good for 2026, Sherwin Ind \$.6092/lb. -Crafco 201 No Box and Sherwin Ind \$.5995/lb.-Crafco 221 No Box. Both good for 2026; Danielsen discussed that we have been using Crafco 201 with good success and addition of another load of Crafco would be easier for the crew to track when loading each morning. We do not have experience using the Maxwell material. Motion by Macone to go with the Crafco 201 bid, second by Stariha. Motion carried. Yes (5) Graber, Stariha, Johnson, Cusick and Macone. No (0).

7. 9-26M Crack Filling Various County Roads: 50,000lbs of material applied for approximately 22 miles of county roads. Danielsen checked with the City of Shell Lake before the bid, and a note was added that the City has the option to crack fill their parking lanes on CTH B west of USH 63 in the curb and gutter section if they choose to do so at the same price. 3 bids received: Fahrner \$1.98/lb., American Pavement \$2.83/lb. and Thunder Road LLC \$1.94/lb. Danielsen contacted one of the Thunder Road references and issues with equipment, staffing, and supervision were noted. Most of their work was also in the southern part of the State. Fahrner has crack filled for the County for a couple of times over the last several years and Washburn County has not had any issues with Fahrner's performance. Motion by Cusick to accept the Fahrner bid for \$1.98/lb., second by Johnson. Motion carried. Yes (5) Graber, Stariha, Johnson, Cusick and Macone. No (0).

8. 10-26M Cranberry Pit Screening: 3 bids received for screening approximately 40,000 tons of material. Base bid of 35k tons of screened sand for salt sand use and an estimated 5k tons of oversize reject material. Pope \$2.64/ton, Hopkins \$2.68/ton and Milestone \$2.70/ton. Danielsen checked with Counties that worked with Pope on screening and all said they will do a good job. Motion by Johnson to go with Pope for screening, second by Macone. Motion carried. Yes (5) Graber, Stariha, Johnson, Cusick and Macone. No (0).

7. **Award and/or Discussion of CTH MD, 60% Design RFP:** Danielsen discussed the process needed by the committee to select a firm to bring the CTH MD plans to 60%. Two submittals: SEH and Cedar Corporation. S.E.H. was at \$122,900 and Cedar Corporation was at \$86,400. Danielsen discussed that self-funded designs can take cost into consideration, but recommended that the Quality Based Selection process should be used for selection of a firm. Danielsen went through the WisDOT FDM 8-5 att 20.1 ratings sheet with the Committee with one extra section to rate cost. He noted the differences between the two proposals. Both firms have completed projects for the County in the past. S.E.H. did a good job and met all timelines for the MD 30% plan. Cedar did a great job on the CTH M and CTH K BIL projects, but we did have issues on the CTH K project in Spooner. Graber stated that SEH has already done 30% towards this project and in his experience, they have stood behind their projects even when an undesirable issue arose. Danielsen advised they had other firms reach out to him in regard to this RFP and they felt that since a firm already had 30% towards a project, they did not feel it was worth their time to bid for it. Johnson did not like that Cedar Corp did not break out any of the details to their expenditures. Stariha agreed that he is very appreciative of the positive work S.E.H. has done previously, however, feels that possibly their proposal should be reflecting a little bit cheaper because they already have 30% invested. Stariha does agree that he would like to see us proceed with SEH for the project. Graber would like the committee to make sure the very best job is done on this project to prevent having to go back and re-work the project in the future. Motion by Stariha to go with SEH for the CTH MD 60% Design, second by Macone. Motion carried. Yes (5) Graber, Stariha, Johnson, Cusick and Macone. No (0).

8. **Award and/or Discussion of Dam Inspection and Benchmark Survey for Birch Lake, Minong Flowage, Long Lake and Slim Creek:** 6 firms submitted proposals to complete the required inspections and validation of benchmarks and staff gauges. Birch Lake Inspection: Ayres \$3,500, Cooper \$1,712, Becher Hoppe \$2,850, JT Engineering \$8,100, RPS \$2,500 and SEH \$5,750; Birch Lake Benchmark: Ayres \$1,925, Cooper \$800, Becher Hoppe \$1,000, JT Engineering \$2,850, RPS \$2,500 and SEH \$3,200. Minong Flowage Inspection: Ayres \$3,500, Cooper \$2,388, Becher Hoppe \$4,450, JT Engineering \$10,300, RPS \$4,000 and SEH \$6,850. Minong Flowage Benchmark: Ayres \$1,925, Cooper \$1,200, Becher Hoppe \$1,200, JT Engineering \$2,850, RPS \$3,000 and SEH \$3,200. Long Lake Inspection: Ayres \$3,500, Cooper \$1,712, Becher Hoppe \$2,850, JT Engineering \$8,100, RPS \$3,000 and SEH \$5,750. Long Lake Benchmark: Ayres \$1,925, Cooper \$800, Becher Hoppe \$1,000, JT Engineering \$2,850, RPS \$2,500 and SEH \$3,200. Slim Creek Inspection: Ayres \$3,500, Cooper \$1,712, Becher Hoppe \$2,850, JT Engineering \$8,100, RPS \$2,500 and SEH \$5,750. Slim Creek Benchmark: Ayres \$1,925, Cooper \$800, Becher Hoppe \$1,000, JT Engineering \$2,850, RPS \$2,500 and SEH \$3,200. Ayres Grand Total \$21,700, Cooper Grand Total \$11,124, Becher Hoppe Grand Total \$17,200, JT Engineering Grand Total \$46,000, RPS Grand Total \$23,000 and SEH Grand Total \$36,900. Danielsen was advised that he would like to work with Cooper in the future, but the main inspector is scheduled to get his P.E. soon. With the complexity of some of the inspections, we need an inspector dedicated to the project with more experience. Motion by Stariha to go with Becher Hoppe for \$17,200, second by Macone. Motion carried. Yes (5) Graber, Stariha, Johnson, Cusick and Macone. No (0).
9. **Resolution to update Functional Classification on 1st Street/Lewis Street in Shell Lake:** Danielsen discussed that WisDOT reached out after a recent roadway functional classification review with the requirement to change the functional classification on 1st Street/Lewis Street in the City of Shell Lake from a minor collector to a local street from USH 63 to 4th Ave. Every 10 +/- years WisDOT goes through and does this classification and review. 1st Street/Lewis Street was the only street that needed to be changed in the County with the reasoning being the street was partially eliminated between the Courthouse and the Government Center. Danielsen update Andy Eiche in Shell Lake about the change. WisDOT requires the Country Board to pass a resolution to finalize the change. Motion by Cusick to move the resolution for rural functional classification on 1st Street/Lewis Street in Shell Lake to the County Board for approval, second by Stariha. Motion carried. Yes (5) Graber, Stariha, Johnson, Cusick and Macone. No (0).
10. **Board Rules Part II – Highway and Dam Committee. Discussion/Update if needed:** Danielsen reviewed the current board rules. Committee consensus was that they didn't feel any changes needed to be made. No changes were requested.
11. **Patrol Superintendent Report: Past County Work** Plowed – 8 times – ***Last year 2 times.*** Stockpiled 18" Rip Rap and 4-5" Select rock to the Spooner shop from 77 Pit. Patching on CR's. Brushed on CR's. Worked in Cranberry Pit. Washed trucks and did maintenance on them. Put up Road Ban Signs. Anti-iced county bridge decks 1 time. **Past State Work** Plowed – 8 times – ***Last year 2 times.*** Patched on Hwy 77, 70, 63N, 53N, 253, 63S. Anti-iced on Bridge decks and problem areas – 3 times. Brushing on Hwy 77. Ran state sections picking up trash. **Past Township Work** Plowed and Sanded 3 times for townships – ***Last year 1 time.*** Fixed driveway from plowing on Ross Rd. Put up road ban signs. **Future County work** Brushing CR's. Plow snow. Anti – ice roads/ bridge decks. Patching on CR's. Shop maintenance and cleaning. Spray patching. **Future State work** Patch state roads. Plow snow. Anti- ice roads and bridge decks. Brushing Hwy 63N and 77 and cutting up dead trees. Spray patching. **Future township work** Plow snow for townships. Hauling material for them. Spray patching for City of Spooner
12. **Dam Updates: Birch Lake:** DNR submitted plan approval last Thursday. Once weather allows, work will begin on the box beam. Water levels close to target, **Long Lake:** No Updates; **Minong Flowage:** No updates; **Slim Creek:** DNR submitted their plan approval last Thursday. Working with zoning to make sure there was no development within the flood plain. Hazard rating will drop once that is confirmed. **Spooner Lake:** Plans approved so work will begin when weather permits. **Pokegama Lake:** confirming pipe dimensions with DNR before ordering. July is anticipated for work to begin. When CTH I is closed it will need to be detoured.
13. **Commissioner's Report: Project updates: CTH-K (USH 63 – Sunset):** No updates; **County work:** patching, brushing and plowing snow. **DOT Work:** Patching most State roads, brushing and plowing snow. Spray patching on USH 63 north once the spray patcher painting is completed. **Applications:** STP and LRIP award notifications may be posted by the next meeting. **Budget Update:** Waiting for the final 2025 audit which is scheduled for early April. Before the last storm, we were tracking to be under budget for winter maintenance for the 1st half of winter. The incidental labor rate is dropping 20% in 2026. **Equipment Updates:** Truck # 005 is on auction and is scheduled to close 3/18 @ 10:00. Budgeted \$8,000 for the sale of this truck. Revenue for this truck will be handled via resolution at year end. New ¾ ton truck received last week. A little over \$7,000 was received from County insurance for the totaled vehicle. The remaining \$10k is coming from the sale of the totaled vehicle and other person's insurance. After review of our needs, we will be looking to replace the totaled out truck with a 4x4 single cab pickup instead of a van. The truck will be more

versatile for our operations. Danielsen reviewed 2026 equipment expenditures and we should have enough to purchase the new truck with savings and insurance without using any budgeted paver buyback funds.

Discussed that the new ¾ ton truck will be bid out on April 9th. Employees are preparing more obsolete parts from the parts room to be sold on auction, as well as the remaining budgeted brine tank, broom attachment and fuel tanks. The D8 had a radiator leak and one of the segments needed to be fixed. Brine tank on truck #50 was replaced. Side railings were removed and replaced on trailer 161. New tilt bed trailer has arrived and is working well. Going to add remote controls for the tilt option for worker safety. New commissioner truck is now operational. Spray patcher should be back shortly after warranty paint job. WisDOT crash trailers are getting rusty. Danielsen discussed with WisDOT and was advised to charge repairs to the RMA. In 2030 these units will be obsolete. Multiple tri-axle trucks will be getting sandblasted and cleaned up this summer. The shop is working on the bead tank weighing system. Danielsen reviewed the MOU between WCHA, WisDOT, and the Road Builders. Washburn will not be pulverizing outside of Washburn County. **Building Update:** Ice machine obtained and will be installed shortly. Kiko is still working on door options for Building B. Quote received from Rice Lake Glass and Door Co Inc. Costs per door as follows. Option A - \$1,007 each for manual hand chain addition. Option B - \$2,158 for adding automatic door opener. Option C - \$11,995 to install new doors. Will also require running power to each with costs coming from Kiko. Costs with electric to be brought back next month for 6 doors facing east. Work on doors was budgeted in 2026. Guardian Pest Solutions will be working on eliminating roof rats from building B. WisDOT has stated there is no funding available for salt sheds and asked for pricing on a smaller 1k ton shed in Minong. Issue with being able to hear radio communications in the shop and heated storage. Issues with the receiver, wire size, and speaker size/quantity. If we are under budget on Building B door repairs, we will consider using savings to address the speaker issues. **Employee Updates:** The newest hire has already obtained his temp CDL license and will be fully licensed shortly. Multiple operators went to DNR wildland fire training last week. MSHA training scheduled April 15, 2026, at the shop with hearing tests. Olson trained all employees on the concrete cut-off saw. In a week or two look at advertising for seasonal LTEs. **WCHA Update:** Big 10 meeting was held last month in Polk County. WisDOT said they are out of money so no TMA/DMA projects in 2027. Salt bid is out, so expect salt prices to go up as well. Cusick just returned from DC. Cusick stated that they visited with many legislators and had a very productive trip. Cusick and Danielsen will be going to Madison today for the WCHA Legislative day at the capital. Highway commissioner training and board of directors meeting for Danielsen and Cusick at the end of the Month. **Materials Update:** Adequate supply of salt and salt/sand. Danielsen plans to place an order to fill our allocated space in the shed. Hauling rip rap and 4-5 back to the shop stockpile from the 77 quarry. Crew has been working on reclamation at the Cranberry pit as well as preparing for the next screening. **Misc.:** 1. Road bans went up on Friday March 6th at noon. Anticipated to be removed around the end of April. Average time road bans are on is 49 days. 2. Gruenhagen is staying current with knock down signs 3. Corridor signing will begin on STH 77 this summer. Prior to corridor signing, wrong way signing needs to be updated on USH 53. 4. Danielsen will be on vacation during the last week of July.

14. **Citizens Comment:** None
15. **Review/Approve Vouchers:** Motion by Johnson to approve the vouchers, second by Stariha. Motion carried. Yes (5) Graber, Stariha, Johnson, Cusick and Macone. No (0).
16. **Announcements, Reports, and Future Agenda Items:** ¾ Ton pickup bid award. Review of work completed by current committee. 2026 Work Zone Safety Awareness Week resolution.
17. **Set Next Meeting Date:** April 20, 2026 @ 8:00 a.m.
18. **Adjourn Meeting:** Motion by Cusick to adjourn, second by Macone. Motion carried. Yes (5) Graber, Stariha, Johnson, Cusick and Macone. No (0). Meeting adjourned 9:27 a.m.

Copy via Email: County Clerk; Department Heads; News Media. Individuals with qualifying disabilities under the Americans with Disabilities Act, in need of accommodations, should contact the County Clerk's Office at 468-4600 at least 24 hours prior to the meeting.

A majority of the members of the County Board of Supervisors or of any of its committees may be present at this meeting to listen, observe and participate. If a majority of any such body is present,

their presence constitutes a "meeting" under the Open Meeting Law as interpreted in *State ex rel. Badke v. Greendale Village Board*, 173 Wis. 2d 553 (1993), even though the visiting body will take no action at this meeting.



WASHBURN COUNTY HIGHWAY DEPARTMENT

Brian Danielsen, P.E., Commissioner

1600 County Highway H
SPOONER, WISCONSIN 54801
(715) 635-4480 Fax (715) 388-7945

Hank Graber, Chairperson Clint Stariha, Vice Chair
Sandy Johnson George Cusick Miles Maccone

March 19, 2026

Monarch Paving Company:

RE: Award of Contract

Contracts have been awarded on contract 03-26M, Asphaltic Concrete Pavement. The contract has been awarded to Monarch Paving Company for furnishing multiple mix designs from the Paffel and Hayward pits.

A copy of the bid tabulations received on 3-12-26 and the 3-16-26 Highway Committee approval is enclosed.

Sincerely,

Brian Danielsen

Brian Danielsen, P.E.
Washburn County Highway Commissioner

Shannon Anderson

From: EVERGREEN TOWN HALL <evergreenth@centurylink.net>
Sent: Friday, April 10, 2026 5:06 PM
To: Shannon Anderson
Subject: [E] Fw: 2027 50/50 Bridge Petition Guidelines and Procedures
Attachments: We sent you safe versions of your files; 2027 BRIDGE PETITION GUIDELINES AND PROCEDURES 8-4-22 Rev.docx

Mimecast Attachment Protection has deemed this file to be safe, but always exercise caution when opening files.

[E] CAUTION: This email originated from outside the Wisconsin Judicial Branch. Do not click links or attachments unless you recognize the sender and know the content is safe. If this email appears suspicious, or is asking you to provide sensitive information, contact the CCAP Call Center for further guidance.

On Mon, 6 Apr, 2026 at 5:31 PM, Daniels, Brian <bdaniels@co.washburn.wi.us> wrote:

To: jakeanderson@remax.net; jennifer arnes; bashawchairman@gmail.com; bashawclerk@gmail.com; laura kilmer (ltilkimer@gmail.com); clerk@tn.basslake.wi.gov; johnsong@cityofspooner.org; nancywitc@yahoo.com; townchair@tn.birchwood.wi.gov; clerk@tn.birchwood.wi.gov; gnggraham@centurytel.net; brooklyntownship@gmail.com; genebethel@gmail.com; caseyclerk@centurytel.net; townofchicog@gmail.com; tcorrie@centurytel.net; graberhank32@yahoo.com; schmidtabbie@gmail.com; gwsjasels@hotmail.com; evergreenth@centurylink.net; mpalucci.tempo@gmail.com; fcclerk1@gmail.com; weezie69@centurytel.net; townofgulllake@outlook.com; terry o'brien (chairmantownoflonglake@gmail.com); clerktownoflonglake@gmail.com; townofmadge@yahoo.com; chairman@townofminong.wi.gov; clerk@townofminong.wi.gov; russel@centurylink.net; whiteoakacres@centurytel.net; johnsonfamily@centurytel.net; garyfchair@townofspooner.wi.gov; betsyclerk@townofspooner.wi.gov; stokes1031@gmail.com; alece stubbe; stinnettsupervisorbill@gmail.com; townofstinnett9@gmail.com; toslwi2011@yahoo.com; paulhartwigtrucking@gmail.com; townoftrego@gmail.com; rocky@birchwoodvillagewi.com; ashley@birchwoodvillagewi.com; drassbach@villageofminongwi.gov; janel@villageofminongwi.gov; nkoverman@cityofspooner.org; andye@shelllake.org
Cc: ldahlstr@co.washburn.wi.us; kdahlstr@co.washburn.wi.us

Hello everyone,

Attached is the 2027Bridge Petition Guidelines and Procedures. Per Wis Statute 61.48, the County shall pay 50% of the cost of bridge repair and culvert repair if the existing culverts are 36" or larger. Follow the guidance on the attached form and submit me your completed petition requests by July 8th, 2026. If you have problem culverts, reach out to me and I can take a look for the cost estimate. All of these requests will be for culverts to be replaced in 2027. If you have any culverts that require an emergency replacement in 2026, you

must notify me prior to any emergency work being done so I can verify the structure needs to be replaced in order for the structure to be eligible. Hard copies will be sent in the mail shortly.

Please reach out with any questions. I will also be at the 4-22-26 WTA unit meeting to go over the program as well.



WASHBURN COUNTY

WISCONSIN

Brian Daniels, P.E.

Washburn County Highway Commissioner

Desk Phone: 715-635-4486

Fax: 715-388-7945

Cell: 715-323-0313

Email: bdaniels@co.washburn.wi.us



WASHBURN COUNTY HIGHWAY DEPARTMENT

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Hank Graber, Chairperson Clint Stariha, Vice Chair
Sandy Johnson George Cusick Miles Macone

Rev 8/4/2022

BRIDGE PETITION GUIDELINES AND PROCEDURES

The **Wis. State Statute 82.08, Town bridges or culverts; construction and repair; county aid** requires a Town to petition for the county aid with the County Highway Commissioner. **Wis. Statute 61.48, County Aid for Construction and Repair of Bridges and Culverts** allows a Village to be subject to 82.08 pending passage of a resolution. A copy of the state statutes are attached for reference.

- To be eligible for bridge aid, existing culverts must be 36" or greater in diameter.
- The Town and county shall each pay one-half the cost of construction and/or repairs.
- Projects petitioned in **2026** will be completed and reimbursed in **2027**.
- Eligible cost include the length of approach work not to exceed 100 feet.
- Petition and reimbursement request must be submitted on the forms provided by the Highway Department.
- County bridge aid should not be confused with federal aid for bridge replacement. Bridges eligible for federal aid are not eligible for county bridge aid.
- The Washburn County Highway Department reserves the right to perform the requested Bridge Work.

Refer to the following procedures for petitioning and requesting reimbursement:

1. Towns must contact the Highway Department and arrange for a pre-inspection to determine if the culvert/bridge is eligible and if special permitting is required.
2. The Town will receive written confirmation of bridge/culvert eligibility, along with a cost estimate if requested. The Highway Commissioner will determine if the work will be done by the County or allow the work to be done by another contractor.
3. The Town Board will vote to construct or repair the bridge/culvert.
4. The Town will then file a petition with the Highway Department, requesting bridge aid for the eligible bridge/culvert. The petition must be signed by the Town Chairman and a copy of the Town minutes approving the construction or repair must be attached to the petition.
5. The Town will provide a copy of a Department of Natural Resources permit.
6. Petitions must be received by the Highway Department by **July 8, 2026** for all **2027** installations.
7. The Highway Department will review the petition and notify the Town in writing if the petition has been accepted by the Highway Department and County Board of Supervisors for bridge aid.
8. The Town will require a complete detailed invoice from the entity that performed the repair or replacement work if the work was not done by the Town.
9. The Town will submit an itemized and detailed billing a copy of all signed permits on or before **September 1, 2027** for reimbursement.
10. Reimbursement checks will be issued on or before **December 31, 2027** for all projects completed during the installation year.



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Rev 8/4/2022

EMERGENCY PETITIONS FOR BRIDGE AID

The emergency provision provided in the statute applies to construction or repair of any bridge/culvert that has failed and must be replaced without delay. The Highway Department will determine eligibility based on a pre-inspection of the failed culvert. **Do not make repairs to the failed bridge or culvert without a pre-inspection or the repairs will not be eligible.** The same guidelines and procedures above apply to emergency installations. Contact the Highway Department immediately if you have a failed culvert that might be eligible under this provision.



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Rev 8/4/2022

BRIDGE PETITION

TO: The Washburn County Highway Committee, and
 The Washburn County Board of Supervisors

Your petitioner, the Town, Village, City of _____, by its town/village/city board, respectfully represents that at the (annual) (special) town/village/city meeting held on the _____ day of _____, 20____, said town/village/city voted to construct or repair a bridge on a highway maintainable by the said town/village/city, and located as follows:

That said town/village/city has provided for the payment of such cost for the construction or repair of said bridge as is required by Section 82.08 of the Statutes, (town/village, city pays first \$750.00 and county pays next \$750.00, and balance split 50-50) and that the entire cost is estimated to be \$_____.

WEREFORE, the town/village/city respectfully petitions the County Board of Supervisors to appropriate the county's share of the cost, to wit: the sum of \$_____ To be paid from the county's County Aid Bridge Fund.

Dated _____, 20____.

Town/Village/City Chairperson

We, your Washburn County Highway Committee respectfully recommend that the within petition (Be/not be) _____ granted.

NOTICE OF OPEN BOOK

State of Wisconsin
Town of Evergreen
Washburn County

Pursuant to Wis. Stat §70.45, the assessment roll for the Year 2025 assessment will be open for examination starting on the 26th Day of May, 2026 at 6:30 p.m. until 8:30 p.m. at the Town of Evergreen Hall.

Additionally, the assessor shall be available at the Town of Evergreen Hall on the 2nd Day of June, 2026 from 6:30 p.m. to 8:30 p.m. Instructional material will be provided at open book to persons who wish to object to valuations under Wis. Stat. §70.47.

Notice is hereby given this 16th day of April, 2026.

NOTICE OF MEETING OF BOARD OF REVIEW

State of Wisconsin
Town of Evergreen
Washburn County

Notice is hereby given that the Board of Review for the Town of Evergreen, Washburn County, Wisconsin, shall hold its first meeting on June 2, 2026 from 6:30 p.m. to 8:30 p.m. at the Town of Evergreen Hall located at W8896 Carlton Rd, Spooner, WI.

Please be advised of the following requirements to appear before the board of review and procedural requirements if appearing before the board:

1. While s. 70.47 (7) (aa), Wis. stats., provides that no person will be allowed to appear before the board of review, to testify to the board by telephone, or to contest the amount of any assessment of real or personal property if the person has refused a reasonable written request by certified mail of the assessor to view the property, the Town of Evergreen, due to a decision by the Wisconsin Supreme Court and recommendation by the Department of Revenue, will allow a person who has denied a request to appear and will address the lack of access and the credibility of evidence offered as an evidentiary issue at the hearing.
2. After the first meeting of the board of review and before the board's final adjournment, no person who is scheduled to appear before the board of review may contact or provide information to a member of the board about the person's objection, except at a session of the board.
3. The board of review may not hear an objection to the amount or valuation of property unless, at least 48 hours before the board's first scheduled meeting, the objector provides to the board's clerk written or oral notice of an intent to file an objection, except that upon a showing of good cause and the submission of a written objection, the board shall waive that requirement during the first 2 hours of the board's first scheduled meeting, and the board may waive that requirement up to the end of the 5th day of the session or up to the end of the final day of the session if the session is less than 5 days with proof of extraordinary circumstances for failure to meet the 48-hour notice requirement and failure to appear before the board of review during the first 2 hours of the first scheduled meeting.
4. Objections to the amount or valuation of property shall first be made in writing and filed with the clerk of the board of review within the first 2 hours of the board's first scheduled meeting, except that, upon evidence of extraordinary circumstances, the board may waive that requirement up to the end of the 5th day of the session or up to the end of the final day of the session if the session is less than 5 days. The board may require objections to the amount or valuation of property to be submitted on forms approved by the Department of Revenue, and the board shall require that any forms include stated valuations of the property in question. Persons who own land and improvements to that land may object to the aggregate valuation of that land and improvements to that land, but no person who owns land and improvements to that land may object only to the valuation of that land or only to the valuation of improvements to that land. No person may be allowed in any action or proceedings to question the amount or valuation of property unless the written objection has been filed and that person in good faith presented evidence to the board in support of the objections and made full disclosure before the board, under oath, of all of that

person's property liable to assessment in the district and the value of that property. The requirement that objections be in writing may be waived by express action of the board.

5. When appearing before the board of review, the objecting person shall specify in writing the person's estimate of the value of the land and of the improvements that are the subject of the person's objection and specify the information that the person used to arrive at that estimate.
6. No person may appear before the board of review, testify to the board by telephone, or object to a valuation if that valuation was made by the assessor or the objector using the income method of valuation, unless the person no later than 7 days before the board's first meeting supplies the assessor with all the information about income and expenses, as specified in the assessor's manual under s. 73.03 (2a), Wis. stats., that the assessor requests. The Town of Evergreen has an ordinance for the confidentiality of information about income and expenses that is provided to the assessor under this paragraph that provides exceptions for persons using information in the discharge of duties imposed by law or the duties of their officer or by order of a court.* The information that is provided under this paragraph, unless a court determined before the board's first meeting that it is inaccurate, is not subject to the right of inspection and copying under s. 19.35 (1), Wis. stats.
7. The board may allow the property owner or the property owner's representative, at the request of either person, to appear by telephone, under oath, before the board or to submit written statements, under oath, to the board. The board shall hear upon oath, by telephone, all ill or disabled persons who present to the board a letter from a physician, osteopath, physician assistant, or certified advanced practice nurse prescriber that confirms their illness or disability.
8. No person may appear before the board of review, testify to the board by telephone, or contest the amount of any assessment unless, at least 48 hours before the first meeting of the board, or at least 48 hours before the objection is heard if the objection is allowed under s. 70.47 (3) (a), Wis. stats., that person provides to the clerk of the board of review notice as to whether the person will ask for the removal of a member of the board of review and, if so, which member, and provides a reasonable estimate of the length of time the hearing will take.
9. At the request of the property owner or the property owner's representative, the board may postpone and reschedule a hearing, but may not postpone and reschedule a hearing more than once during the same session for the same property.

Notice is hereby given this 16th day of April, 2026.



WASHBURN COUNTY
Office of Emergency Management
Carol Buck, Director
P.O. Box 429, 421 Hwy. 63
Shell Lake, WI 54871
cbuck@co.washburn.wi.us
715-520-2479 Cell

April 9, 2026

RE: Annual Emergency Preparedness, Response & Recovery Guidance – 2026

Dear Municipal Officials & Leaders,

The Washburn County Office of Emergency Management (EM) is providing this annual guidance to assist your municipality in strengthening emergency preparedness, response, and recovery capabilities. Local governments serve as the first line of response, and your preparedness plays a critical role in protecting your community.

2026 Damage Reporting

Timely and accurate damage reporting is critical following any incident.

Please provide:

- Incident contact name, cell number, and email address
- Initial Conditions, Actions, and Needs (CAN) report within 24 hours
- Preliminary damage estimates within 72 hours
- Updated information as it becomes available

Report all damages, including public infrastructure, private property, debris, flooding, utility outages, and emergency protective measures.

Documentation reminders:

- Take photographs before cleanup and document locations
- Maintain detailed records of labor, equipment, and materials
- Track volunteer hours with sign-in sheets

If no damage information is received, it may be assumed your municipality did not incur significant impacts.

If an Incident Occurs

Within 24 hours:

- Submit a CAN report to Carol Buck
- Call or text 715-520-2479 (texting encouraged)
- Email documentation to cbuck@co.washburn.wi.us

Within 72 hours:

- Report damage estimates (even if thresholds are not met)
- Continue updating as damages are identified
- Declare a State of Emergency if needed and email a copy
- Take photos before cleanup (GPS enabled)

Key timelines:

- 30 days: Report all damages to the County
- 60 days: Submit claims to the State
- 90 days: Complete work or request an extension

Funding and Recovery

Municipalities may be eligible for federal disaster assistance, Wisconsin Disaster Fund (WDF), and Wisconsin DOT Disaster Damage Aids. Accurate documentation is essential for reimbursement.

Eligible Costs for Wisconsin Disaster Fund (WDF)

Municipalities need to carefully document **eligible costs** for the Wisconsin Disaster Fund (WDF). Eligible categories include:

- **Category A – Debris Clearance** to include woody debris, stump grinding, dirt to fill stump holes, building wreckage, work to clear public roads, and debris placed on roadside for pickup.
- **Category B – Emergency Protective Measures** to eliminate or reduce immediate threats to life, public health or safety, or a hazard that threatens significant damage to improved public or private property. Most often these measures include sandbagging for water control or road closure services.
- **Category C – Roads and Bridges:** includes surfaces, bases, shoulders, ditches, drainage structures, culverts, piers, girders, abutments, slope protection, and approaches.

- Roads are eligible only if they **do not receive federal maintenance funding** (typically rural major, rural minor, and rural local roads). Access roads, service roads, driveways, private roads, and most homeowners' association roads are **not eligible**.
- Only repair to pre-disaster condition is reimbursable—**mitigation or improvement work is not eligible**.
- For road classification by county, see the Wisconsin DOT Functional Classification page: <https://wisconsindot.gov/Pages/projects/data-plan/plan-res/function.aspx>

2026 Public Assistance Per Capita Thresholds and Project Minimums:

- \$1.94 State (*over 11 Million in damages required before a Presidential Declaration can be requested*)
- \$4.86 County
- Small Projects Minimum are now at \$4,100
- Large Projects Minimum are now at \$1,093,800

Municipal Emergency Operations Plan (MEOP)

Municipalities are statutorily required to maintain a current an Emergency Operations Plan (M-EOP). Please review and update your MEOP annually, submit updated copies, and verify emergency contacts and shelter locations.

Towns/Villages Emergency Preparedness Checklist:

- ✓ Update your Emergency Operations Plan annually or when staff/leadership changes
- Update emergency contacts: Home/cell phones, email
- ✓ Adopt State DOT Equipment Rates
- ✓ Document public works maintenance NOW so you can prove the road was in good condition prior to the storm/flood/washout/etc.

Submit Annually to Emergency Management:

- ✓ Municipal point of contact (who is your emergency coordinator/contact)
- ✓ Current M-EOP
- ✓ Tornado shelter locations (if applicable)

Communication and Alerting

CodeRED remains the County's mass notification system. Municipalities are encouraged to promote resident registration.

Training and Exercises

Training opportunities include ICS and NIMS courses, planning workshops, tabletop exercises, Skywarn training, continuity of operations (COOP) planning, and hazardous materials awareness. Contact EM for details.

Infrastructure and Data Updates

Please notify Emergency Management of road name changes, addressing updates, and GIS/911 data changes.

2026 Preparedness Priorities

Focus areas include COOP, severe weather preparedness, public awareness, CodeRED registrations, and regional coordination.

We appreciate your continued commitment to the safety of your residents and the Washburn County community. Your work in emergency preparedness, reporting, and response makes a real difference. We value your partnership in ensuring every community is supported and knows how to access resources. Please don't hesitate to reach out—I am happy to help.

Sincerely,

Carol Buck

Emergency Management Director

TOWN OF EVERGREEN

March 18, 2026

Those in attendance were Gary Scalzo, Brian Melton, Bill Boyle, Rozanne Livingston, Shannon Anderson, Randy Melton, JT Gunderson, Ricky Skaggs, Carolyn Skaggs, Larry Bascombe, Mavis Melton, Char Hedlund, Jeremiah Bowers, Lori Skyer, Marggie Banker, and Aaron Marcoux

1. Call To Order
The regular Town Board meeting was called to order on Wednesday, March 18, 2026 at 6:30 p.m. by Chair Gary Scalzo at the Evergreen Town Hall, W8996 Carlton Rd, Spooner. The meeting was properly noticed.
2. Pledge of Allegiance
3. Approval of Agenda
Motion by Melton to approve agenda as presented. Second by Boyle. All in favor.
Motion carried.
4. Approval of Minutes of February 18, 2026 Town Board Meeting
Motion by Boyle to approve minutes from February 18, 2026 as presented. Second by Melton. All in favor. Motion carried.
5. Town Clerk Shannon Anderson, sworn in by Chair Scalzo.
6. Clerk's Report by Rozanne Livingston
No report.
7. Treasurers Report
Treasurer Livingston stated she paid out the taxes to the school. No other items.
8. District Attorney Aaron Marcoux
District Attorney Aaron Marcoux made statement to the attendees about his campaign for Washburn County Circuit Judge in the upcoming election on April 7, 2026.
9. Evergreen Election
Clerk Anderson gave update on election. She has been doing ElectEd training online – approximately 20 hours to date. Chief Inspectors will go to training on 3/27. Working on Badger Books software update. Absentee ballots started going out and in-person absentee voting has been noticed.
10. AI Reports
Chair Scalzo gave update on email making rounds from Zoneconomics being generated using AI.

11. CLA

Audit by WTA is standard when new clerk and new treasurer have been appointed to make sure numbers match.

12. Road & Equipment Report

Randy gave update on Carlton Road update, clearing of trees for Barron Electric with Supervisor Melton assisting. Chipper was repaired. Discussion on Greenfield Rd project with bank adjustment with straw and seeding completed. He stated the pole shop doors are in need of repair and he needs a router to allow for cell phone service inside. Bill plowed during the last storm. Plow need a air supply line repaired and there is a crack in the oil tube that was able to be temporarily patched up. In future, it will need a permanent repair and an oil change.

Supervisor Melton addressed bids on Carlton Rd for 2026 and the 1 mile on North Greenfield for chip sealing. Can not apply for grants because project is not complete. Add to April agenda for further discussion. **(ACTION ITEM: ADD CARLTON RD PROJECT AND 1M NORTH GREENFIELD PROJECT TO APRIL REGULAR TOWN BOARD MEETING)**

13. Correspondence

Chair Scalzo read the email from Rural Mutual Insurance regarding coverage changes on town buildings. **(ACTION ITEM: ADD RURAL MUTUAL INSURANCE TO APRIL REGULAR TOWN BOARD MEETING and Clerk Anderson will forward email to supervisors)**

Supervisor Melton read statement by Mosiac from Chris Fitzgerald regarding clarification on services to be provided to Evergreen residents. The line to the house will be free to install to the house, but residents will need to pay for the internet services.

Supervisor Boyle stated they will no longer be plowing Mystery Rd per request of the property owner. He requested communication regarding town issues be added to the agenda for April. **(ACTION ITEM: ADD STANDARD COMMUNICATION BETWEEN CHAIR/SUPERVISORS TO APRIL REGULAR TOWN BOARD MEETING)**

Clerk Anderson spoke on Hazard Mitigation Pre-planning set up by Washburn County Emergency Management on April 2 from 1:30 – 4:00 pm in the Lower Level Law Enforcement Center. There will be a resolution to adopt this plan by the board. **(ACTION ITEM: ADD HAZARD MITIGATION PLAN TO APRIL REGULAR TOWN BOARD MEETING)**

Clerk Anderson stated contact with Assessor Markham regarding open book being April 26, 2026 and Board of Review to be held on May 2, 2026 from 6:30 pm to 8:30 pm at the Town Hall. Also working on Housing Report. **(ACTION ITEM: ADD BOARD OF REVIEW TO APRIL REGULAR TOWN BOARD MEETING)**

Chair Scalzo announced Clean Up Day has been set for June 6, 2026. States there is approximately \$4000.00 in grant monies. **(ACTION ITEM: ADD CLEAN UP DAY TO APRIL REGULAR TOWN BOARD MEETING and Chair Scalzo will set up services for scrap and roll off).**

Supervisor Boyle stated the town board will attend training on 3/27 in Rice Lake.

14. Citizens Comments

Mavis Melton inquired about the website, requesting meeting information be on the front page and lack of links to the county website working. Clerk Anderson will work on revamping the website to make all the necessary changes including minutes, agendas, and notices. **(ACTION ITEM: Clerk Anderson to work on updating website)**

Marggie Banker, Spooner School District Supervisor, spoke on her plan to visit the townships to discuss the ongoing funding with budgets and shortfalls.

15. Future Agenda Items Tools

Randy discussed needing to get a commercial account set up for purchasing tools. Chair Scalzo offered to pick up paperwork. **(ACTION ITEM: Clerk Anderson to set up account online)**

Supervisor Melton makes request to discuss part-time workers. Chair Scalzo makes motion to discuss hiring list of part-time workers being added to agenda, seconded by Supervisor Melton. All in favor. Motion carries. **(ACTION ITEM: ADD PART-TIME WORKER LIST TO APRIL REGULAR TOWN BOARD MEETING)**

Supervisor Melton discusses request to add Road Projects to future agenda, discussion regarding open bid items and open action items. Chair Scalzo makes motion to add Road Projects to agenda if approved by WTA, seconded by Supervisor Melton. All in favor. Motion carried. **(ACTION ITEM: Clerk Anderson to speak with WTA to advise on adding Road Projects to ongoing Future Agendas)**

Continued discussion on also adding Equipment Projects to future agenda as open action items. Chair Scalzo stated chairman discretion on some spending. **(ACTION ITEM: Clerk Anderson to speak with WTA to advise on adding ongoing Equipment Projects to Future Agendas and Chair Discretionary Spending guidance)**

Discussion on Property Acquisition. Approval for Randy to take wire down in ditch to corner fence and clear trees in right away.

Clerk Anderson reviewed the Minutes from February 18, 2026 mentioning adding Supervisors Report to agendas. **(ACTION ITEM: Clerk Anderson to speak with WTA to advise on adding Supervisor Reports to ongoing Future Agendas)**

Clerk Anderson asked for review of the Action Items during the meetings to recap who is going to complete tasks, etc.

16. Review and Approve Bills

17. Motion by Chair Scalzo to adjourn meeting, seconded by Supervisor Melton. All in favor.
Motion carried. Adjourned at 7:16pm

Sent to Chair, Supervisors, and Treasurer:

Email from Rural Mutual Insurance re: Coverage

Email from Mosiac regarding clarification on services to residents.

Email from Washburn County Emergency Management regarding Hazard Mitigation Planning
with brochures

Submitted by Shannon Anderson, Clerk