

**TOWN OF NEW HOPE, Portage County**  
**Wednesday, January 22, 2025**  
**7:00 p.m. Regular Town Board Meeting Amended**  
**North New Hope Church, 845 County Road T N, Amherst Junction**

Members present: Chair Todd Knepfel, Supervisors Timm Raddatz and Ray Reser  
Also present: Treasurer Dorene Stolpa, Clerk Pat Zellmer

1. **Call to order, Pledge of Allegiance.** The Regular January Town Board meeting was called to order by Chair Todd Knepfel at 6:05 pm, followed by the Pledge of Allegiance.
2. **Review/Approval of minutes:** Prior to the meeting, minutes were circulated to the Board via email from the following meetings:
  - a. December 2024 Regular Meeting
  - b. January 2025 Caucus Meeting
  - c. January 2025 Annual Town Audit
  - d. January 2025 Planning Commission Meeting

Chair Knepfel requested two amendments to the December 2024 minutes (completed). Supervisor Reser moved to accept the December minutes as amended and the three sets of minutes from the January meetings as written, seconded by Supervisor Raddatz. Motion passed. All four sets of minutes are posted on the town website.

3. **Persons who wish to address the Board.** No one appeared before the Board.
4. **Road Improvement report.**
  - a. Swenson has completed brushing on Nerlien Road and will complete brushing on Nelson Road within the next week.
  - b. Portage County Hwy submitted a bill for \$250.32 for bridge inspection (10/12-11/23/23).
5. **Annual Audit report (January 15, 2025)** The Annual Audit for Town of New Hope was completed. Please refer to the Annual Audit Minutes for details.
6. **Updated Emergency Mitigation Plan** The 2025 Emergency Mitigation Plan was revised using suggestions from Bob Weinert (Portage Co. Emergency Manager), including the addition of Resolution 2025-02 (Continuation of Operations). The final version of the Emergency Mitigation Plan will be posted on the town website along with the Local Emergency Response. Digital and hard copies of both documents will be distributed to the Board and Treasurer, as well as Portage Co. Emergency Management.
7. **Resolutions:** Please refer to the resolutions below on the town website.
  - **2025-01 – Continuance of Operation** Per suggestion from Portage County Emergency Manager Bob Weinert, and with assistance on verbiage from Chair Mike Pagel (Town of Lanark) and WI Towns Association, a Continuance of Operations resolution was drafted to detail local emergency governance. Supervisor Reser motioned to approve the resolution, seconded by Supervisor Raddatz. Motion carried. A copy of the ordinance will posted on the town website; a copy will be included in the Emergency Mitigation Plan (also posted on the website).
  - **2025-02 – Town Address Number Assignment and Placement** Portage County Planning and Zoning will begin assigning new or revised address ('fire') numbers posted at each property to ensure notification to all parties concerned, including Portage Co. Register of Deeds and Emergency response providers. Posting of those signs will continue to be handled by the Town Chair. Supervisor Reser motioned to approve the resolution, seconded by Supervisor Raddatz. Motion carried. A copy of the ordinance will posted on the town website; a copy will be sent to Planning and Zoning Rod Sutter with January minutes.
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**8. Feb. 18<sup>th</sup> Spring Primary Election**

- a. Public Test Tuesday February 11, 9:00 North New Hope Church** The DS200 tabulator will be tested for the spring primary election. The public is welcome.
- b. Approval of poll workers.** Chief Election Inspector Stolpa recommended three workers for the spring primary. Supervisor Raddatz motioned to accept that number, seconded by Supervisor Reser. Motion carried. Inspector Stolpa will contact the workers. Required notice of the election and the public test will be posted.

**9. New Business.** None.

**10. Payment of bills.** Bills for the month of January totaled \$716,431.53. Supervisor Raddatz motioned to accept that number, seconded by Supervisor Reser. Motion carried.

**11. Next meeting date.** The February Regular Town meeting is scheduled for Thursday, February 20 at 6:00 (North New Hope Church).

**12. Adjournment.** Supervisor Raddatz motioned to adjourn the meeting at 7:11 pm, seconded by Supervisor Reser. Motion carried.

Respectfully submitted by Pat Zellmer, New Hope Town Clerk

Note that discussion or discussion and action may occur on any of the items listed.