

## MCMILLAN TOWN BOARD MEETING MINUTES

113904 Elm Tree Road, Marshfield, WI 54449

March 14, 2022 7:00PM

1. Call to order - Pledge of Allegiance
2. Roll Call – Steines, Seyfert, Spring, Bauer – Forst absent.
3. Approval of Town Board Meeting Minutes – February 14, 2022 – Clerk noted a correction to the date of the minutes on the agenda, correct date is February 14, 2022, rather than 2021. Steines/Seyfert move to approve as presented. Carried by voice vote.

#### 4. Reports

Plan Commission – Dorothy Olson – Did not have a Plan Commission meeting. Spring received a call from a realtor regarding subdivision of land on Galvin. Bauer contacted CPZ Director via phone & in person relaying what Plan Commission presented at last board meeting.

Garbage & Recycling – Bob Spring – Met for quarterly meeting with board. Saturday, April 30<sup>th</sup> is scheduled for Tire Collection. Information sent to Forst for inclusion in newsletter. Ads in Buyer's Guide April 20<sup>th</sup> and April 27<sup>th</sup>. There was also discussion of other garbage providers, there are three years left on contract.

Library – Clerk read the report Forst submitted via email. Forst gathered information regarding the broadband support request further on the agenda. She encourages checking the library website for adult & youth programs. Also recommends the refund received from the library be allocated to the 2022 library budget. A final reminder of today the deadline to get newsletter information compiled; outstanding at the time of the email were Highway, Fire Department and Chairman articles. Finally, Forst reached out to Town of Cleveland after the last board meeting to see if they have guidelines for plowing and/or salting. No response has been received and she plans to reach out to a few more townships stating she felt the information helpful if the board wants to discuss plowing cadence for next winter.

Buildings & Grounds – Kevin Steines – Nothing to report.

Highway – Tom Seyfert – Reached out to DNR last week for walk through, after some research he did find another person to contact as the original person is out on extended leave. Basically looking at an area from Mann west of Hwy E, subdivisions included in that area for water issues. Have not heard more follow up at time of meeting.

Road limits are coming up. Permits will be issued on a case by case basis. Contact from a resident requesting a permit for a well driller will be given. Spring thaw is on the way, requesting residents to please keep an eye on culverts. There are still outstanding invoices for Staadt Bridge project. George Derfus asked if Seyfert was aware of Price County controversy regarding permits for milk haulers.

Re Culverts – If Pat Weigel requests help from Fire Department personnel are they paid. Dave Swenson stated he helped several times and submitted hourly pay. Is it possible to have volunteer fireman assist Pat Weigel since he utilizes department trucks.

#### UNFINISHED BUSINESS

5. Fire Department Report – Adam Knapp – Chief read the report. Seyfert what is live burn training? Burning a shed on the corner of Staadt & E McMillan along with some construction waste.

6. Treasurer Financial Report – Accounts reconcile, audience member had question of Treasurer. D Derfus asked where the deposits for the park fund were for 2021. Treasurer will take another look at the process. Motion Steines/Spring to approve Treasurer Financial Report.

1. Allocation of End of Year Funds - \$236,731.16 less \$110,058.99 ARPA to remain in savings account, \$8,559.52 for library, Staadt estimates of outstanding invoices \$46,433.85 leaving \$71,678.79

Motion Steines/Seyfert designate refund from library to library. \$8,559.53

Bridge to bridge - \$46,433.85

Remainder to highway - \$71,678.79

Discussion – Review of motion Seyfert not comfortable with specific number of bridge.

Amend motion Steines/Seyfert additional \$5,000 designate to Staadt Bridge from remainder designated to highway. Carried unanimously by voice vote.

#### 7. Clerk Report

1. Notifications & Correspondence – Chair received a price list from Red Rock Granite at residence, Annual Letter from Marathon County and Staadt Bridge construction documents were given to the Highway Supervisor, Copy of Marathon County Ordinance #O-05-22 approving the rezone, working on finalizing an open records request to upload agendas & minutes to a google drive for John Cokl.

Sanitary permits were issued by Marathon County CPA for property on Scheuer Creek and Birch Tree Road.

Open Book is scheduled for April 13, 2022, from 5pm to 7pm. Board of Review is scheduled for May 4, 2022, from 6pm to 8pm.

Received a copy of the advertisement Northwest Recycling Board will publish, also received additional red cards.

Received guidance from Wisconsin Election Commission, County Clerk and a note prepared by County Corporate Counsel regarding the use of drop boxes for absentee ballots. The Court denied a request to stay the effect of an order of Waukesha County Circuit Court issued for the April 5<sup>th</sup> election. Clerk will follow up with town attorney this week to ensure compliance.

WisDOT Salt Facility Inspections begin this week and they've asked for updated contact information. In the past this has been Pat Weigel, asking for direction if the board would like this to continue.

Finally, received an inquiry from the Department of Revenue, Revenue Auditor regarding the debt service included in the levy limit. The request included providing signed and dated loan documents, amortization schedule, and a copy of the 2021/2022 budget summaries. Once that request was fulfilled, another request from the Revenue Auditor included clarification on the actual loan amount, cancelled check and/or bank statements. Clerk visited First State Bank to ascertain if the documents located were all of the loan documents, I was advised yes. The last correspondence from the Auditor

stated if more documents were needed Clerk would receive an email.

2. Checks to Approve – Checks 18821 – 18845 including EFTs 2022-09 – 2022-15 in the amount of \$361,589.34; and voided 2022, 18789, 18790, 18812. The voided checks were approved at last month's board meeting to Marathon County for February settlement payments. The County Treasurer informed the Town last week the checks due in February were not received. The Treasurer and Clerk researched payments to other taxing districts which all cleared the account without incident. Checks were then voided in the software and reissued, the void for 2022 is due to the software combining two payments to the Treasurer's office. Clerk hand delivered the checks to the county on Friday. Within the town mail on Thursday afternoon, was the original envelope addressed to Marathon County correctly, but labeled by USPS as undeliverable. The sealed envelope will be kept in the settlement file, since it contains the original checks, those were voided in the software with no stop payment charges incurred. Motion Steines/Seyfert to approve as presented. Discussion: Reigel Plumbing, Visa, Marshfield Utilities and WE Energies, Dempsey Law, Provision Partners. Carried by voice vote.

#### **NEW BUSINESS**

8. Approval of DNR Purchases – Chief requested approval from the board for two radios and two pagers in the amount of \$4,147.58. Motion Steines/Seyfert to approve. Carried by voice vote.
9. List of Grants – Chief requested approval of list of grants Assistant Chief found that may be applied for by the Fire Department. Board questions included amounts, cost share and/or matching funds. Spring need more information in order to speak further on subject. Clerk asked if there was a program with an application deadline before the next board meeting on April 11, 2022. Motion Spring/Steines to table to next month to gather more information.
10. Picnic DJ Contract Agreement – Lonnie G presented a contract agreement for the town picnic scheduled for July 31<sup>st</sup> from 1pm to 5pm in the amount of \$350 payable in full on the day of the event. Motion Steines/Spring to approve. Discussion included if fees have been consistent over the years. Carried by voice vote.
11. Broadband Letter of Support and/or Financial Commitment Request Marathon County Administration – Clerk explained email from Forst with information collected. Chris Dickinson explained the mapping and the request of support. The letter will get sent to PSC with the grant application. No exact route for the cable has been determined. Clerk asked if the board supported the sample letter of support supplied by Marathon County Board of Supervisors Chair Kurt Gibbs. Motion Steines/Spring to approve the letter of support without a statement of financial commitment. Carried by voice vote.
12. Stratford School District Representative Presentation of Referendum (Discussion) – Chris Dickinson School Board President, Scott Winch Superintendent. Operational recurring referendum on the ballot for April 5<sup>th</sup> for teacher salaries, utilities costs, transportation. Record Review article and an FAQ was shared with those interested.
13. Visitors/Public Comment -  
G Derfus – Cemetery plots followed up on. Bauer at this time no. What happened to Highway and Finance Committee – Finance basically dissolved themselves, highway still out there. Where are the highway bids? Steines wrote a note for next agenda.  
Open Records Request for the number of times in the last 3 years the ladder truck gone out on

a fire call?

Was the Clerk accused of not paying the settlement checks? Only brought to the attention of the town because the county had not received the checks.

Dorothy Olson – There are two roads where the name is so close it causes a problem, those being Scheurer Creek and Sawyer Creek. Bauer let sit, due to turnover of people in CPZ. Olson suggested keeping it on CPZ radar.

G Derfus – was plowing done today? Yes. Probably only plowed the asphalt.

Kevin Steines asked FD Treasurer if there were questions. Carlie Schreiner stated she does not have what she needs to give her report to the Fire Department. Clerk cautioned if the board continues to evaluation of Clerk's performance by a subordinate of the Fire Department in a public setting it will be a violation of open meeting law.

ADJOURN – Motion Steines/Spring to adjourn at 8:36pm. Carried by voice vote.

*Handwritten notes:*  
5:50 P.M. 4-1-2005  
P. H. Steines  
4:30-5:00 P.M.