

MCMILLAN TOWN BOARD SPECIAL MEETING

113904 Elm Tree Road, Marshfield, WI 54449

April 27, 2021 5:30PM

1. Call to order – Chair called the meeting to order and the Pledge of Allegiance was recited.
2. Roll Call – Steines, Seyfert, Spring, Bauer present. Forst entered meeting at 5:35pm.
3. Resolution Authorizing Bank Signatures – Resolution 2021-01 was presented in draft form to the board with the Clerk, Treasurer, and Chair as authorized signatures. Steines volunteered to be the fourth signatory. Motion Spring/Seyfert to add Steines as Supervisor Signatory. Motion Spring to add Seyfert as signatory. Second Steines. Voice vote. Treasurer explained the location of the bank and the person to speak to. Motion to approve Resolution 2021-01 include signatory of Clerk, Treasurer, Chair, and two Supervisors Steines/Seyfert. Roll Call: Steines, Forst, Seyfert, Spring, Bauer – Aye. Motion carried.
4. Call for Bids for Lawn Mowing – Motion Steines/Forst to call for bids for lawn mowing. Discussion: Ken Clark of Clark Landscaping has presented a 30-day notice of cancellation per the agreement to end the contract with the town for lawn mowing services due to relocation, further stating the last day to mow the grounds as May 10, 2021.

Bauer explained that when this typically comes before the board, the discussion of also purchasing a lawn mower comes up. In talking with Clark suggestion to buy a zero turn. Weigel said he could be a back up for anyone who requires catch up.

Steines discussion putting out for bids. Get anyone else to do this type of work could end up being an employee. Seyfert ever hire summer part time help? Steines right now all we have is Gene Schneider to assist Weigel. Recommend putting out for bid/quotes.

Insurance certificate from Clark Landscaping was a \$2,000,000 aggregate with \$1,000,000 per occurrence.

Rod separate out the trimming at the FD due to Firefighters doing work
Motion failed by voice vote.

Motion Steines/Spring to move forward with Steines and Seyfert to acquire quotes for lawn mowing to be reviewed at the next meeting. Discussion – what would we do if no one responds to quotes. Motion carried by voice vote.

5. Quickbooks Software and Payroll Subscription – QB software & subscription expire the end of May. Payroll subscription is monthly based on number of payroll checks. Motion Steines/Forst to purchase Quickbooks software and renew payroll. Discussion: cost for one year subscription. Steines make line item for next year budget. Bauer asked if the Treasurer liked this software. Seyfert asked if there is anything else out there. Forst asked if this is the software Treasurer/Clerk want to use. Treasurer explained the town would abandoned history if switching software and that Quickbooks has been used consistently since 2014. Motion carried by voice vote.
6. Adjourn – Steines/Seyfert voice vote at 6:10pm.

Respectfully submitted,
Patti Rahn, Clerk