

MCMILLAN TOWN HALL
113904 Elm Tree Road, Marshfield, WI 54449
Town Board Meeting Minutes May 11, 2020 7:00PM

1. Call to order - Pledge of Allegiance 7pm
2. Roll Call – Steines, Franz, Nowaczyk, Mayuex, Derfus: All board members present.
3. Visitors/Public Comment - None
4. Approval of Town Board Meeting Minutes – March 9, 2020 Motion to approve as presented Mayeaux/Franz. Roll call vote: Steines & Nowaczyk abstain, Franz, Mayuex, Derfus in favor.
5. Approval of Town Board Meeting Minutes April 13, 2020 Motion to approve as presented Franz/Mayuex Roll call vote: Steines & Nowaczyk abstain, Franz, Mayuex, Derfus in favor.
6. Opening of Bids:
 1. Road Materials, Crack Filling, Dust Inhibitor
 1. WI Salt Solutions: \$1.85 per gallon cal chol
 2. Earth decomposed granite \$8.15/ton Base course \$7.34/ton
 3. Ladic \$10.60/cubic yard
 4. Red Rock – base course \$8.24/ton decomposed granite \$6.94/ton
 5. Bugar - base course \$7.28/ton recycled blacktop \$13.25/ton
 6. Lakes – crack sealing, \$1.23/pound Total \$31,907 Some looked at that are too far gone listed on bid, no price included. East McMillan & Ash & Gilead Court.
 7. Farhnier – crack sealing, \$2.30/pound Total not included
 2. Chip Seal Cayman Avenue
 1. Farhnier - Double chip seal \$22,635
 2. Scott – Double chip seal \$11,767; \$5,492 = \$17,259

Motion Derfus/Mayuex to accept bids presented for review carried by voice vote, all in favor.

7. Reports

Plan Commission – Dorothy Olson absent – Derfus spoke with Olson via phone prior to the meeting and was informed there is a rezone for John Felton property on County Trunk E where they would like to put up storage shed the PC will review.

Fire Department – Rod Bauer – Lyn Werkheiser read the report. Gear dryer about \$500 and working well. DNR grant submitted.

Finance Committee- John Cokl - absent

Library, Buildings & Grounds, Newsletter – Deb Derfus

Library implemented curbside pickup and current Director delayed her retirement to make transition & training new Director

B&G Park - first mowing Saturday, will turn on water by end of month, Park – not open, few kids on playground equipment

Derfus talked to attorney today regarding licensing and COVID Safer at Home, if any liquor establishment chooses to open, we can't hold that against the issuance/acceptance of their license.

Garbage & Recycling – Gary Mayeux reported volunteers from the Towns of McMillan and Marshfield manned the tire recycling event. Regarding an inquiry about picking up recliner curbside, there is nothing in our contract, however during the COVID pandemic residents may deliver to additional items that will not fit into a bin to Hume site and there is a charge. After COVID, for residents wanting curbside pick-up of large items, arrangements can be made and fees will be based on weight of items.

Highway – Gary Franz – Weight limits off, shouldering in progress. Got call to pick up deer, DNR drags into ditch which is ROW of state highway. Tavern on 97 – received anonymous letter, everything is through probate and siblings own the property who also want it down. Gary talked with Carolyn Opitz and the owner will contact different contractors to get pricing and

quotes. UTV/ATV email from county detailing an issue with town roads open and county roads that are not. Suggested placing end of trail signs where town and county road meet.

UNFINISHED BUSINESS

8. Financial Report – Treasurer absent, No report.
9. Clerk Report
 1. Approve/Disapprove Continuing Code 360 Services – Check approved last month and pulled for \$695 base fee. The ordinances are on the County’s website, Town’s website and McMillan News. Motion to disapprove payment and cancel Code 360 Derfus/Mayuex. Carried voice vote all in favor.
 2. Checklist from April Accounts Payable Approval
 3. Current Checklist – Checks to Approve – Combined two agenda items – Approving checks 17017 – 17112 and EFT 2020-22 through 2020-28 total \$63,590.12 – PO for Visa and Marshfield Clinic were discussed. Two different septic pumping contractors on checklist was discussed. Pavilion Cancellations & Refunds of Deposit due to COVID 19 - \$700 in deposit/rental reimbursements due to COVID cancellations.
Motion Franz/Steines to approve as presented. All in favor, voice vote.

NEW BUSINESS

10. Ratify Emergency Declaration – Resolution – 2020-1 Motion to approve Mayuex/Nowaczyk All in favor voice vote
11. Call for Bids for Assessor Contract – Motion Steines/Franz to approve the call. Discussion included bidders bidding total amount on an annual basis and not per service, and quote for physical reassessment if necessary. Utilize same verbiage from 2017 posting/publication. All in favor voice vote.
12. Town Hall Maintenance – Windows – Read bid from Zimmerman 3 windows material and labor \$1750. Derfus/Nowaczyk move to approve. Discussion of pricing reasonability. All in favor voice vote.
13. Reimbursement Policy – Stop payroll reimbursements because board is not seeing the documentation only the amount on the checklist of employee paycheck. If there is a need for a reimbursement then implement a policy for pre-approval. Motion Mayuex/Steines to eliminate reimbursements without prior approval of Chair. All in favor voice vote.
14. Employee Paperwork – Required to have completed in three days of hire, process should be to go through Clerk and that’s not how it’s getting done. Paperwork needs to be completed prior to any work being done due to work comp concerns and payroll concerns.
15. Board Appointments – Chair appointed Kevin Steines to Highway Committee and Jessica Nowaczyk to Finance Committee.

ADJOURN Motion to adjourn Franz/Mayuex at 8:25pm. All in favor voice vote.

Respectfully submitted,
Patti Rahn, Clerk