

**MCMILLAN TOWN BOARD MEETING**  
**MCMILLAN TOWN HALL**  
**113904 Elm Tree Road, Marshfield, WI 54449**  
**June 14, 2021 7:00PM**

1. Call to order - Pledge of Allegiance
2. Roll Call – Steines, Forst, Seyfert, Spring, Bauer
3. Visitors/Public Comment – Gary Franz called Bauer regarding hauling on a roadway on Saturday and asked the result of the conversation. Forst asked what the complaint was. Franz said there's a building being constructed on Cayman and questions the route taken. Olson noted a suggested change to the Special Board Meeting Minutes.
4. Approval of Town Board Meeting Minutes – May 10, 2021 – Motion Steines/Spring to approve as presented. Carried by voice vote.
5. Approval of Special Town Board Meeting Minutes – June 2, 2021 – Motion Spring/Seyfert to approve as presented. Discussion: Forst noted the question from the audience. Olson stated the discrepancies were in the CSM's received not between the plat book and CSM. Steines really no correction to the minutes, Olson's statements were made during the meeting. Spring it really doesn't matter what the plat book says, the CSM is the final. Spring and the remainder of the board understood what the corrections were. Steines also for future it's come to his attention that the attendance by phone needs to be added to the agenda. Carried by voice vote.
6. Reports
  - Plan Commission – Dorothy Olson – Still working on comp plan, meeting with Darryl this month for a workshop. Possibility of public hearing in August for the comprehensive plan.
  - Garbage & Recycling – Bob Spring – Meeting in May rescheduled and did not receive a notification. Working on the appropriate contacts. No report.
  - Library – Nicole Forst – Third Thursday of Month at 4:30pm. Changed hours permanently with close at 6pm due to slow use. Library programs begin for summer. Contract is still being looked at and hopefully will have an update on Thursday.
  - Buildings & Grounds – Kevin Steines – New mower guy had some struggles, looks like the lawn is looking better. Tilling was done on the volleyball court, playground. Renters for the weekend were pulling weeds and cleaning up the park. Fixed fittings and plumbing at the pavilion. Will talk to Derfus regarding the furnace hook up and Clerk regarding the gas installation. Bauer talked with Stini who will be coming to hook up the air conditioner and follow up with the furnace after installation. Franz asked if the pavilion will be open during the day for bathrooms. Steines suggested no unless someone wants to volunteer to check it. Derfus suggested the timer on the lock. Bauer also mentioned looking into the front door lock.
  - Highway – Tom Seyfert – Seyfert prepared a report including Birch Tree, Mann, One Mile Roads, Cattle Drive, Makenna Avenue, Zyg Street, Winterberry Circle and dust control. Town had a call as to when Makenna Ave was going to be graded, checked into it and looks like there is 850 feet of road the town is responsible for. Franz explained the first 850 feet was accepted years ago and last year the town accepted the entire half mile of road. Weichelt has 5 years to hard surface. Seyfert will go through the information another time. Lorrie Bauer stated a concern with the fire department with turning around trucks. Seyfert also has concerns with turn around and possibly in need of more granite on the culvert. L. Bauer also mentioned that the original drawing of Makenna Ave was to be a through road not a dead end with a turn around. Zyg has soft spots and water issue. Winterberry Circle also has soft spots. Seyfert will continue to talk with American Asphalt on possible repairs. George Derfus asked when Staadt was going to begin. August 22<sup>nd</sup> with an expectation of completion by deer hunting season.



## **UNFINISHED BUSINESS**

7. Fire Department Report – Lorrie Bauer – The report was read. George Derfus asked how the EMS response works, does McMillan respond to every call. A call took place a month ago and the calling party stated no town first responders, the ambulance arrived in six minutes. The call was on the corner of Felton & Cty Rd E. Lorrie Bauer stated she needs to the address to look up the response further. Bauer explained there may not have been availability due to jobs, schedules, etc.
  1. Purchase Order(s) – PO 57 Access Truck Parts \$1,010 & PO 58 Fire Smart Promotions \$2,027.75 – Motion Steines/Seyfert to approve purchase orders. Carried by voice vote.
  2. Grant Application(s) – DNR grant: radios, gloves, jacket, leaf blower. Total grant is \$4,841.28 with the town portion \$2,420.64 due July 1, 2021. Motion Steines/Forst to approve the DNR grant application. Carried by voice vote.
8. Treasurer Financial Report – Accounts reconciles. Checking account carrying a negative balance due to a mistake with the cost to the town of approximately \$200. The accounts are all corrected. Still in reserve for bridge is \$212,000. Motion Steines/Spring to approve the report as presented. Carried by voice vote.
9. Clerk Report
  1. Notifications & Correspondence – Thank you card from Leon Schneider Family, WE Energies reminder if damage to lines occurs. CPZ issued a sanitary permit and a Zoning permit for properties on Cty Rd E. Also completed the annual inspection for the nonmetallic mine reclamation permit for Earth Inc. A new address was issued for property on State Hwy 97. After adjourning Board of Review the Assessor asked that his contract previously approved for three years be re-signed, also advising the town would receive an Ag Use Penalty Fee for 3.96 acres.
  2. Checks to Approve – Checks 18384 – 18420 and EFTs 2021-29 through 33 in the amount of \$54,573.01. This includes a payment to WE Energies for the installation of utilities to the pavilion which was previously approved but applied to the accounts of the town apparently due to the color of the envelope. Questions from the audience included All Star Lawn Care. Suggestion to hold check until mowing is done and explain any future bills are for work done. Motion Steines/Spring. approve as presented including EFTs and hold check 18396 until the next two mowing are completed. Carried by voice vote.
  3. Grant ARPA – LFRF - Application & Authorization – Town allocation for the American Rescue Plan Act – Local Fiscal Recovery Funds. Application to the Dept of Revenue is due June 18, 2021. The Board needs to nominate an Authorized Representative to sign the Federal forms and list that individual on the application with the state. At this point, there could be more changes in what the funds may be used for, however the Town's allocation is \$220,117.97 payable in two installments of \$110,058.99 in 2021 and 2022. Steines/Spring nominate Rod Bauer. Discussion: Bauer suggested Clerk be the authorized representative. Motion failed. Motion Spring/Forst for the ARPA authorized representative appointed by the Board be the Clerk. Carried by voice vote.
  4. Question from audience – George Derfus asked about Weigel's checks specifically check 18390 did have approximately 7 hours of overtime. Bauer explained this will be looked into and someone will get back to him.

## **NEW BUSINESS**

10. Menard Charge Account Update – All Board Members, Pat Weigel, Adam Knapp, Lorrie Bauer, Cody Bauer & Ernie Lurvey – Discussion included additional names and the need for additional authorization on the account. Motion Steines/Seyfert to include Steines, Seyfert, Rod Bauer, Pat Weigel, Cody Bauer, Lorrie Bauer, Adam Knapp & Ernie Lurvey on the account. Carried by voice vote.



## 11. Liquor Licenses

1. Belvedere Supper Club – All application paperwork and payment has been received and there's been no contact since the publication. Motion Steines/Forst to approve. Carried by voice vote.
  2. Resource Recovery Team - All application paperwork and payment has been received and there's been no contact since the publication. Motion Steines/Spring to approve. Carried by voice vote.
  3. Picnic License & Waiver of Fee – McMillan Fire Department Fall Fest – Suggest table due to no paperwork. Motion Steines/Spring to table. Carried by voice vote.
12. Discussion of the town picnic came up. The date set was June 26<sup>th</sup>. Russ Weichelt, Gary Franz, Debbie Derfus, Dorothy Olson & Kevin Steines were on the committee. Forst will also assist.
13. Cattleman Drive – Road Maintenance and Repair – Seyfert received a call regarding damage to Cattleman Drive. A resident is putting a driveway in from County Road E and drove off the end of the road. A resident in the audience stated concerns about speaking about the road with the error of the road name on the agenda. The name of the road is Cattle Drive Lane. Seyfert explained to the board his understanding of what the resident is doing. Seyfert will continue to research this situation.
14. Birch Tree Road – Contract Change Order – Seyfert explained the start date would be the end of July. There's a large portion of the roadway that will not support 12" of shoulder on the road. Does not believe the black top can be done to 22'. Received a change order for a 21' width. Question is whether the town is setting a precedent for future projects. Steines commented that Gary Franz and he measured the narrow spots and would support the 22' as long as the edges get packed down. Difference with the change order is \$7,252.46 total project \$155,595.80. Tractors and heavy equipment traveling on the roadway was taken into consideration when the previous board looked at the project. Further discussion included surveys and possible water drainage; other comments included desire to go with the change order and others voice concerns of whether the road would hold up with smaller shoulders. Culvert replacement was done with all culverts under the roadway. Motion Seyfert/Steines approve change order for Birch Tree Road for contract awarded to American Asphalt to change the width of the road from 22' to 21'. Roll call: Steines, Forst, Seyfert, Spring, Bauer all ayes. Motion carried.
15. Appointments – Plan Commission – Bauer thanked everyone who has been on the PC for the past year. Been toiling over this for the last few months, Bauer's recommendation would be to appoint Bruce Wineman, Deb Davis, Carolyn Opitz, Dave Swenson and Mike Stockheimer taking over the partial completed term of Dorothy Olson. Forst asked for clarification of current members and their terms. Those on the commission now are Bruce Wineman, Carla Mannigel, Dennis Frank, Dorothy Olson and Deb Davis. Appointments were made last year in June of 2020 to reappoint Bruce Wineman and Dorothy Olson. Bauer stated this is a personnel issue and needs to address complaints in another meeting. Steines asked if Carla Mannigel wants to remain and she stated affirmatively. George Derfus commented that personal feelings should be left aside and do what's best for the residents of the town. Steines asked if everyone is up to speed with what project are in progress right now. Bauer asked if those potential appointees could keep the project moving forward. Swenson explained that the Joint Plan Commission has not been asked to look at the current draft of the plan. Mannigel addressed the board stating that her experience may be limited compared to others, and her experience with Olson as a Chair has not been of a dictator atmosphere and it was appreciated. Olson stated she works for the Town not for the Chair and the Board. Stockheimer said he's had 25 years of doing this. Opitz explained Davis, Stockheimer, Gotz, Paape, Bujalski and herself worked on the comp plan in 2015 and all that was left to be done was the numbers. Forst asked what that means to not complete the comp plan by August as suggested. Bauer stated from the people with whom he's spoken to the plan will not be done in August because if the work was done, that information was not shared with anyone outside the commission. Wineman discussed sharing information in the newsletter regarding farmland preservation designation, also a resident who



bought an outlot and is unable to build due to that. The public hearing would be about the changing of the map and any changes in the planning of the town. The questionnaire sent out had a 28% return rate. For 2015, there's no record of any changes being done. Finally, sees it as a mistake to change this midstream project. Seyfert asked what the current commission's understanding is of the August deadline. Wineman explained this would allow information to be brought to the people in August with the public hearing which is required in the edit and approval of the plan. Also maintain as much of farmland preservation as possible.

Motion Bauer/Steines to appoint Bruce Wineman, Deb Davis, Carolyn Opitz, Mike Stockheimer and Dave Swenson to plan commission. Discussion: Terms, Stockheimer finish Dorothy Olson's terms. Steines suggested removing Olson from the PC as currently she's a sitting member. Terms were discussed and a question of whether the current motion fit with the ordinance.

Roll call:

Steines – no

Forst – no

Seyfert – yes

Spring – no

Bauer – yes

Motion failed.

Steines moved to table to next month for more research. Second Forst. Motion carried with voice vote.

ADJOURN – Motion Steines/Forst to adjourn at 9:32pm

Respectfully submitted,  
Patti Rahn