

**MCMILLAN TOWN BOARD MEETING**  
MCMILLAN TOWN HALL  
113904 Elm Tree Road, Marshfield, WI 54449  
**Town Board Meeting Minutes September 14, 2020 7:00PM**

1. Call to order at 7:00pm. Pledge of Allegiance was recited.
2. Roll Call: All board members present.
3. Visitors/Public Comment – None
4. Approval of Town Board Meeting Minutes – August 10, 2020 – Motion Steines/Nowaczyk to approve as presented carried by voice vote.
5. Approval of Town Board Special Meeting Minutes – August 21, 2020 - Motion Mayeux/Franz to approve as presented carried by voice vote.
6. Reports

Plan Commission – Dorothy Olson – Deb Davis in Olson’s absence. No meeting in August. September meeting will plan to go through the survey information collected by Bruce Wineman. 38 people as of last Friday responding with more received tonight.

Fire Department – Rod Bauer – Lorrie Bauer presented the Fire Department report.

Finance Committee - Jessica Nowaczyk – No report.

Library, Buildings & Grounds, Newsletter – Deb Derfus – Pavilion shutting down end of this month. Newsletter went out. Library letter to discuss as agenda item. Regarding B&G and a pavilion rental, Franz reported grass was blown on sidewalk.

Garbage & Recycling – Gary Mayeux – No report.

Highway – Gary Franz – Cayman chip sealing done. Hidden Acres is scheduled for culvert work tomorrow. Tentative this week Montgomery and Mann culverts to be completed. Highway Committee meeting scheduled for next week. Clerk reported Bridge aid submitted for 50% of \$6600 and asked for clarification for the road counter reports as to what data is expected to be included in the reports.

### **UNFINISHED BUSINESS**

7. Treasurer Financial Report – Treasurer presented the financial report. Steines/Nowaczyk move to approve, carried by voice vote.
8. Clerk Report
  1. Checks to Approve – Checks # 17258 – 17262 and 17264 – 17312 and EFTs 2020-56 through 2020-63 with the non-sequential check 17263 being previously approved during the August board meeting for the down payment to Marshfield Glass for the door replacement at the Town Hall. The total checks and EFT to approve is \$99,474.66. Invoices without purchase orders were discussed. A reminder to get purchase orders was given, if not checks will be held in the future. Nowaczyk/Franz motion to approve as presented carried by voice vote.
  2. Open Records Request – Clerk emailed the Board and the Plan Commission members the open records request from Wendell on August 21<sup>st</sup> and have received responses from Debbie Derfus & Carla Mannigel. Clerk requested the Board and PC to respond to the email whether you have information pertinent to the request or not.
  3. Marathon County CPZ Notifications: Zoning Permit Applications for Harter property on Kraus St., Michalski property on Cty Rd E and Oertel property on Cty Rd E.

4. FYI - Election Update – Drop box installed. Ballots pick up Wednesday, Thursday send out. In person absentee will begin October 20<sup>th</sup> and end October 31<sup>st</sup> at 7pm. In person voting is by appointment only.
9. Grants: EMS – Lorrie reported the grant application was in progress. Chair requested to review the application. Motion Franz/Nowaczyk to approve the application of the EMS grant carried by voice vote.
10. Grants: Recycling – Town is not eligible for the basic or bonus recycling program grants due to the agreement with NWRC.
11. Grants: Routes to Recovery – No further breakdown on the budgeted vs. additional items has been received by Clerk. Computers and broadband are being further investigated. The Chair from Marathon County Board of Supervisors also requested transferring excess funds from R2R to the county for broadband.
12. Grants: WEC – Funds received and must be used by December or repaid.
13. Budget Review – Preliminary 2021 Budget – FD document sent. Clerk has prepared a preliminary budget that needs to be amended after receiving more estimates on revenue.

#### **NEW BUSINESS**

14. Snowmobile Travel on Marsh Road – Little Rose Riders request designation of Marsh Road. Last year there were no complaints and a good year for snowmobile travel on the road with the amount of snow. Discussion of new ATV/UTV laws affecting snowmobile use took place. Steines/Franz motion to approve use of Marsh Road. Discussion: Club has come back annually to request, does the board wish to continue this practice. Attendance may not be necessary to be sure the item is on future agenda. Complaints are enforced by the Sheriff's Office. Jim Schwalback representing the club. Carried by voice vote.
15. Library – Service Agreement Payment & Use of Reserve Fund – Debbie shared the letter with the board received from the Director of the library. The option presented is to utilize the entire holding account (\$58,245) for partial payment of the 2020 fee which is \$90,466, leaving a balance of \$32,221. Nowaczyk/Mayeux move to utilize the funds in the holding account towards the 2020 payment. Motion carried by voice vote.
16. Appointment to City of Marshfield Sewer Service Plan Update Advisory Committee – Steines/Nowaczyk moved to appoint Deb Derfus carried by voice vote.
17. E-911 Joint Powers Agreement – Steines/Franz move to approve carried by voice vote.
18. Makenna Avenue – Ratification of Board Action 2013 – Aerial photo map and CSM was distributed to the board. Marathon County does not consider this area a subdivision. At the time according to old ordinance, the roadways needed to be constructed according to the surfaces of the roadways in the area. The town board approved the CSM in November 2013, in the early part of 2014 the ordinances were changed. The roadway was built and surfaced according to specifications at the time. There are questions about the documentations and deeds. Russ Weichelt stated he's willing to chip seal but couldn't black top the roadway. There is a turn around at the end of the roadway at this time; plowing and grading is done by the owner. There are no plans to further sell or divide the adjoining land. Proposal was to accept the road by the

town and have land owner chip seal within 5 years, have the roadway construction reviewed by an engineer and prepare all the necessary ownership documents (new CSM from the current to the end). Fire Department was requested to look at the end of Makenna to be sure there was sufficient turn around area. Weichelt will check

Motion Derfus/Steines get another CSM get road engineered up to specs with chip sealing to be completed within 5 years. Roll Call: All in favor.

19. Resolution – Closing First State Accounts, Opening Accounts with Associated Bank and Authorizing Funds Transfer – Mayeux/Nowaczyk move to approve carried by voice vote.

ADJOURN – Nowaczyk/Steines moved to adjourn at 8:15 pm carried by voice vote.

Respectfully submitted,  
Patti Rahn, Clerk