

**MCMILLAN TOWN BOARD MEETING**  
MCMILLAN TOWN HALL  
113904 Elm Tree Road, Marshfield, WI 54449  
**Town Board Meeting Minutes November 9, 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 – October 12, 2020 – Motion Steines/Mayeux to approve as presented carried by voice vote.
5. Approval of Town Board Special Meeting Minutes – October 24, 2020 – Motion Steines/Franz to approve as presented carried by voice vote.
6. Reports

Plan Commission – Dorothy Olson – Recommend approving CSM for Weichelt. Went over comp plan with NWRPC and there seems to be a problem with farmland preservation, there may be a meeting with PC, Board and county.

Fire Department – Adam Knapp – The report was read. Franz asked if the maintenance discussed in the report is individually budgeted by vehicle in the budget. For the sake of the list, did not break down the amounts individually. Chief will address that the fire department has not submitted any bills this month.

Finance Committee- Jessica Nowaczyk – No committee meeting, no report.

Library, Buildings & Grounds, Newsletter – Deb Derfus – Library has changed hours due to a positive COVID test and quarantine. Buildings & Grounds the furnace and doors are ordered. Renting is still being discussed during the winter months. Mailbox was taken down Friday night or Saturday morning and has been replaced. Computers have been purchased and the internet is being looked into further.

Garbage & Recycling – Gary Mayeux – Nothing to report.

Highway – Gary Franz – Brushing is done, trees left to cut on Birch Street. Eau Pleine culvert is completed below estimate. Purchase from Rent A Flash for damage to sign posts.

### **UNFINISHED BUSINESS**

7. Treasurer Financial Report - Treasurer presented the financial report, the smaller CD was closed and transferred to the tax savings account. Closing First State after reconciliation. Mayeux/Nowaczyk move to approve as presented. Motion carried by voice vote.
8. Clerk Report
  1. Planning Notifications – ERC calendar & Meeting, City Plan Meeting, County listening session for county board size
  2. Checks to Approve – From First State Bank correction to the check number given at the last meeting for the transfer of funds from First State to Associated 18030 should be 17318. Total include check 17318 & 2020-79 in the amount of \$40,042.20.  
From Associated Bank checks 18057 – 18098, including voided checks 18080 & 18086 and EFT 2020-76 – 78 and EFT 2020-80-82 in the amount of \$96, 441.06  
Total checks from both accounts \$136,483.26 including a check \$6,815 from First State to Associated. Motion to approve as presented Steines/Nowaczyk carried by voices.
  3. Grant Updates:

1. Routes to Recovery – Last submission and expenditure dates have been extended to November 17<sup>th</sup>. Questions arose regarding any Fire department invoices; Chief advised to skip face masks. Motion to pre-approve expenditures Nowaczyk/Mayeux for COVID expenses through November 17<sup>th</sup>.
  2. WEC – Election Grant – No further report since check in. Award and expenses were discussed.
  3. CTCL Election Grant – Awarded \$5,000. Received sales agreement from ES&S. Would like to send to attorney for review prior to signing and returning. Expecting invoice by December 1<sup>st</sup> for payment approval at the next board meeting. Planning to also utilize the remaining funds with this grant for the extra training and poll worker payroll. Worthwhile to have attorney review.
9. Ordinance Amending Chapter 61 – Attorney reviewed and recommended to change section F, due to COVID and other circumstances the department may be at risk. Mayeux asked about department and resident perception. Motion to approve amending Chapter 61 as presented Derfus/Mayeux. Roll call: Steines, Franz, Nowaczyk, Mayeux, Derfus; all ayes. Motion carried.

### **NEW BUSINESS**

10. CSM Weichelt – Motion Derfus/Mayeux to approve the CSM for Weichelt property. Carried by voice vote. Clerk explained adding the roadway to the GTA road list.
11. Appoint Fire Chief during Medical Leave – Motion Steines/Mayeux appoint Adam Knapp as fire chief during medical leave. Discussion: chief salary, medical release, future board action. Roll call: Steines, Franz, Nowaczyk, Mayeux, Derfus; all ayes. Motion carried.
12. Approve list of annual maintenance and testing for fire department equipment – List included in Fire Department report. Part of budget by vehicle already and purchase orders are in place, this decision bypasses those purchase orders for maintenance and testing. If exceeds list, call chair. Steines/Nowaczyk motion to approve list of annual maintenance and testing of fire equipment. All in favor, voice vote. Motion carried.
13. Reminder – Budget workshop tomorrow at 6pm

ADJOURN – Nowaczyk/Steines moved to adjourn at 8:45:pm carried by voice vote.

Respectfully submitted,  
Patti Rahn, Clerk