

TOWN OF MCMILLAN
M403 ELM STREET
TOWN BOARD MINUTES
April 14, 2014 7:00 PM

The meeting was called to order at 7:00 p.m. by Carolyn Opitz.

The pledge of allegiance was recited.

Roll Call: Debbie Derfus, Dave Swenson, Carolyn Opitz, Rick Duerr, Geoff Engel – All present

Visitors -

Norm Kommer – Town Supervisor Elect

Several visitors were in attendance regarding the sealed bids; therefore Chairperson Carolyn moved that item up on the agenda.

Carolyn opened the sealed bids:

- Bugar: Will deliver 5/8 – 3/4" Base Course for \$7.27/ton and DOT Graduation No. 2 Aggregate Base Course for \$7.22/ton.
- Earth, Inc: State Spec. No. 2 – 5/8"-3/4" Base Course and Granite, to be delivered and spread anywhere in town for \$7.01/ton.
- Scott Construction: Asphaltic Single Chip Seal for seven sub-divisions for a total of \$81,830.
- Fahrner: Crack Seal – Seal cracks with a rubberized asphalt crack sealant (38% rubber) for \$18,961.65
- Fahrner – Chip Seal: Broken down by sub-division (some single and some double seals); total for seven sub-divisions bid at \$76,370.
- Lakes – Crack Sealing and Cleaning: Route, clean, heat lance cracks, and fill with hot pour rubberized crack sealer, federal spec ASTM D 6690 for \$1.20/pound or \$36,173 total.
- Laddick: Will deliver crushed and screened decomposed granite anywhere in town for \$6.94/ton or \$8.79/cubic yard

Base Course and Granite:

Dave/Debbie moved to accept the bid from Earth, Inc. for State Spec. No. 2 – 5/8"-3/4" Base Course and Granite, to be delivered and spread anywhere in town for \$7.01/ton.

Roll Call: All Ayes.

Chip Seal Bids: Scott and Fahrner

Dave/Debbie moved to accept the bid from Fahrner for Chip Seal, seven sub-divisions for a total of \$76,370.

Roll Call: All Ayes.

Crack Seal Bids: Fahrner and Lakes

Why such a big difference? The representatives from Fahrner and Lakes stated that their bids were based on the same type of work on the roads; however, there may have been a discrepancy in the miles of roads bid on. The Fahrner representative stated that several of our roads are so bad that they are beyond crack sealing and he will not crack seal roads that have reached that level of deterioration.

It was suggested that we compare the road segments that were bid on, and determine why the bids are so different.

Geoff asked if we should even be accepting crack sealing bids at this time, if there are roads that are beyond that point of repair. Should we be re-evaluating which roads we want crack-sealed?

Rick/Dave moved to accept Fahrner's bid of \$18,961.65.

Dave suggested that he would still like to compare the maps used by the two companies to make sure that we're comparing apples to apples, and report back at the next Board Meeting.

Roll Call: Debbie – no; Dave – yes; Carolyn – yes; Rick – yes; Geoff – no. Motion passed.

Decomposed Granite Bid:

Rick/Dave moved that we accept the bid from Laddick for the delivery of crushed and screened decomposed granite anywhere in town for \$6.94/ton or \$8.79/cubic yard

Roll Call: All Ayes.

Comments from the Audience -

Gary Franz – Who is authorized to park across the street in the Fire Dept. lot?

Kevin Schmidtke stated that, as long as a person parks along the edge in a place that will not get in the way of the emergency vehicles, there is no problem to park in that lot.

Approval of Minutes -

Town Board Meeting 3/10/2014

Debbie/Geoff moved to approve the minutes from 3/10/2014. Roll Call: Debbie, Dave, Rick, Geoff – All ayes. Carolyn – abstain. Minutes approved.

Reports -**Plan Commission – Doug Lee**

- When we revised the map for the Ag Enterprise Area, we were met with some unintended consequences. In re-zoning the map, we made it impossible for some farmers to get their Farmland Preservation tax credits. At the meeting with the County, we realized that if we simply revert back to our map from the 1980's, everybody will be able to maximize their available tax credits.
- Bicycle Trails – Doug talked about the proposed bike trails along Hwy E, from Coachlight to Ash. We now have verbal agreement for easements that will get us from Hilltop to McMillan. (This is all in the city.) This plan is about three years out; it's a slow progress, but we're getting there. In 2015 some residents of the town may be doing a fund-raiser for the bike trails, and they might be coming to the board to ask the town to match what they raise. Doug encouraged residents to go to the city website under the Park and Rec Dept. and state a preference for bike trails in the city's budget.
- The JPC with Marshfield is meeting with the County next Friday, 4-25-2014 at 10 a.m. We will be discussing policies, procedures, and communication. Our experience with Redetzke pointed out some deficiencies in our procedures.

Fire Department – Kevin Schmidtke

- Schooling – They're working on training. The State is working with the colleges on grants, and Kevin is trying to keep up to speed with the state requirements.
- Brat Fry on Election Day raised \$386.
- They're working on their third round of SOG's

Gary Franz asked about the lights that were going to be replaced last month. Kevin stated that three lights were installed, but they were the wrong type of light. (They had a 5-second delay.) The correct lights are on order, and they will be installed once they come in.

Gary asked if we know what the pay-back time on these lights is. Kevin stated that it wasn't done for "pay-back" per se; rather, it was done because of the focus on energy and because we received a grant to help cover the costs. These lights were going to have to be replaced eventually because they're no longer making the old-style lights.

Library – Ruth Voss

- The library will be hosting a fund-raiser on April 26. It is Viva Las Vegas, featuring an Elvis impersonator, dinner, raffles, and silent auction.

Supervisors -**Geoffrey Engel – Website**

Geoff got some work done on the website in the past couple weeks.

He needs someone to come to the next Fire Department meeting, April 29, to take pictures.

Rick Duerr – Library – Nothing to report.

Carolyn Opitz – Garbage & Ordinances-

Dave covered the monthly Garbage meeting in Carolyn's absence. Dave reported the following:

Tire Recycling Day – April 26

We need 4 people to volunteer for the tire recycling event, being held at Pankratz Trucking on Hwy 10 West. We also need at least two radios for communication that day.

Each household can recycle up to 8 tires with no fee, and then it varies from there.

Each person will need to present the red recycling cards, available with the Clerk and Treasurer, as proof of residence.

This will be the only day that tires can be dropped off at this location.

New Ordinance Book

Carolyn just received the new ordinance book; it is about ½ the size of the old ordinance book. There is a packet for the attorney that he must review to make certain that all the state statutes are current. We have 90 days to get this approved. We will need to pass an ordinance that says that we have approved this. Carolyn plans to contact the WTA to see if they have anyone that is experienced who could review this for us, perhaps instead of Mr. Swid.

This will be on the next agenda.

Wisconsin Town Association Educational Videos

Carolyn told the Board that the WTA is offering on-line educational videos for a one-year subscription of \$50. After the board briefly discussed the possibility of purchasing this subscription, Denise told them that she has already prepared the check. Rick stated that by approving the checks, it will then be approved. Board agreed.

Wisconsin Towns Assoc. District Meeting will be Thursday, April 24th at the Belvedere Supper Club.

David Swenson – Highway

Pat and Ron were out plowing again today – April 14th! The guys really deserve a pat on the back for all their hard work throughout this seemingly endless winter. Dave has received many compliments on their work this winter.

Debra Derfus – Buildings & Grounds

Our first reservation for the Pavilion rental will be the last Sunday of April.

Debbie asked Ron Derfus to help her clean out the pavilion and turn on the water.

Carolyn asked if there is something that we can do about getting some new drain tile or new concrete around the Town Hall; perhaps using the \$15,000 CD.

Debbie is also going to be getting a new sandbox and bark this summer.

Debbie also mentioned the possibility of getting a couple heaters installed. They would be \$1,000 each. We could then rent the pavilion out earlier in the spring and later in the fall.

Geoff talked about the possibility of getting some volunteers to use of the extra blocks that are sitting out there; perhaps to construct a fire ring. Perhaps Hank?

Debbie added that they're also planning to put landscaping bricks around the playground to make it easier for mowing

Clerk – Approval of Checks and Financial Report

Rural Mutual Insurance

The Board had asked last month for a better explanation of the extra \$690 due to Rural Mutual. Denise explained that \$201 was due to a billing error on the part of Rural Mutual, in that they had given the town a credit that should have gone to another customer. The \$489 audit adjustment to the Workers' Comp. premium is related to a jump in our 2013 payroll expenses. Denise reminded the Board that we had paid the fourth quarter payroll in December 2013. In contrast, that expense had been paid in January in prior years.

Therefore, our payroll expenses were overstated in 2013, and when they subsequently go down in 2014, we should see a downward audit adjustment from Rural.

Schenck Audit

The audit dates have been set for May 13-15, 2014.

Financial Report for the Month of March 2014 -

The beginning cash on hand was \$1,031,369.84. We had receipts totaling \$1,910.72 in March. The disbursements for the month were 32,097.78. In order to reconcile to the cash balance on hand, we add back the \$2,566.46 in March payroll tax liabilities that have not yet been paid, and subtract the February payroll tax liabilities, \$3,114.24, that were paid in March. The ending cash balance at 3-31-2014 was \$1,000,635.

Checks numbered 12617-12678, plus Checks numbered 2, 3, 4, and 7, since the last meeting totaled \$99,466.26.

Debbie/Geoff moved to approve the clerk's financial report and check register as presented. Roll Call: All Ayes

Treasurer – Financial Report

Ann reported a checking account balance of \$248,990.89, minus outstanding checks of \$1,439.92, plus \$753,084.03 in C.D.'s and savings accounts for a total cash on hand of \$1,000,635 as of 3-31-2014.

Ann received a check today from the Dept. of Natural Resources in the amount of \$3,315.78 for Payment in Lieu of Taxes. The Town of McMillan will only be able to keep \$306.35 of that; the rest will need to be distributed to the County, State, and Schools. Ann asked the Board to approve the payments to these entities.

Debbie/Dave moved to approve the Treasurer's Report as presented and also to pay the County, State, Schools as presented above. Roll Call: All Ayes.

Unfinished Business -

1. Discussion/Action on Assessors' Proposals

Rick/Debbie moved to put the Assessor's contract up for bids, using the same ad that we used in the 2012 WTA magazine.

Question – Isn't there a formula put out by the WTA, as to what assessors should be charging, based on population?

Rick – There is a formula that can be used. It was put out by the WTA as a guideline; however, since the assessors are self-employed they can do what they want; they don't have to follow a formula. Rick stated that when he called the County, he was told that many towns do put the assessors' contracts out for bids. Rick added that if the assessor is going door-to-door there should be a town supervisor with him.

Geoff said that he has sat on the B.O.R. and he has witnessed residents who have come in because of an increase in their taxes. Mr. Kurtzweil has effectively explained and documented to the residents why their taxes have gone up.

Gary Franz asked – Doesn't the town have to put anything over a certain dollar amount out for a bid? Carolyn - No we do not. There is nothing in the state statutes about this. Caroline said that she looked in the state statutes on this issue and; although it may be good business, there is no requirement to put assessors' contracts out for bids.

Debbie suggested that maybe we can just call people to get estimates, rather than put it out for bids. Or we could put it out for bids in the WTA. Debbie likes the idea of having someone who lives near to McMillan.

Roll Call: Debbie - yes; Dave - no; Carolyn – yes; Rick – yes; Geoff – yes. Motion passed.

There was some discussion about where the ad should be placed. That was not stated in the motion, and the Board members concurred that the ad can be placed wherever we want.

New Business -

1. Sealed bids for Highway Projects – Covered Above.

2. Approve/Disapprove Ad for Bids on Staadt Road Project

Debbie – Has anyone ever approached Mullins and asked if he would be willing to switch properties?

Dave – It fronts on a county road and you'd have to be at a 90° angle, requiring us to acquire two properties. There are a lot of problems with that idea and; therefore, no, nobody has approached Mullins.

Dave/Carolyn moved to approve the ad for bids on the Staadt Road Project.

Geoff – Has Quest made any changes to the plan since last year?

No, it is essentially the same plan.

Rick – We have already voted this down three times.

Debbie – Why was my suggestion ignored? All avenues have not been explored.

Carolyn invited Debbie to go and talk to Mullins if she wants to.

Roll Call: Debbie - no; Dave - yes; Carolyn - yes; Rick - no; Geoff – yes. Motion passed.

3. Action on the Highway Maintenance CD (\$135,000) that will mature on 4-18-2014

4. Action on the Highway Capital Improvement CD (\$207,000) that will mature on 4-21-2014

Debbie/Dave moved to renew both CD's for three months.

Geoff suggested putting the money into the checking account and getting some of the road work done.

We just heard how terrible the road conditions are. If we roll the CD's over for three months, the money will not be available until July.

Roll Call: Debbie - yes; Dave - yes; Carolyn - yes; Rick - yes; Geoff – yes. All Ayes.

Reminder: WTA meeting on April 24 at the Belvedere Supper Club.

Question: Do we have a long range plan on the roads? After some discussion about the condition of the roads, Geoff suggested that at next month's meeting we establish a group of people to make some longer range plans for the town road maintenance.

This is Rick Duerr's last meeting as a Town Board Supervisor. Debbie thanked Rick for his service.

Rick/Debbie moved to adjourn at 9:00 p.m. All Ayes.

Adjourn

Submitted by:

Denise Barg, Town Clerk