

**TOWN OF MCMILLAN  
M403 ELM STREET  
TOWN BOARD MINUTES  
May 11, 2015 7:00 PM**

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

The Pledge of Allegiance was recited.

**Roll Call:** Debbie Derfus, Dave Swenson, Carolyn Opitz and Joe Burger – All Present.

**Oath of Office:** Oath of Offices were given by Carolyn Opitz, Chairperson, David Swenson, Town Board Supervisor and Joseph Burger, Town Board Supervisor. All three (3) positions are for two (2) years each.

**Visitors:** None.

**Approval of Minutes**

Joe/Debbie moved to approve the Town Board minutes of April 13, 2015.

Roll Call: Debbie, Dave, Joe – Aye. Carolyn – abstain.

**Reports:**

**Plan Commission** – John Bujalski, absent

**Fire Department** – Rod Bauer

Rod submitted a written report, as follows:

***Fire Department Report for the Town Board – 5-11-15***

*Number of calls to date:*

*EMS Calls – 3med calls*

*Fire Calls - None to report*

*New Applicants to Department – We have had two new applicants. Savannah Zimmermann and Adam Kildahl have been accepted on the department this month. That now brings our roster up to 18 people.*

*SCBA mask fit testing for the department is completed for the year.*

*MABAS cards are almost complete and Rod will start sending them to other departments this week sometime.*

*The department is half way through hose testing for the year. Completion is expected by 5-12-2015.*

*Alysha Bauer, a Senior Girl Scout, will be doing a service project for the Girls Scout for us. Alysha will be repainting the current sign and also putting up the “Smokey the Bear sign” with all the landscaping.*

*The department is currently working on the web page for the township. We are waiting for a few of our questions to be answered by the web designer.*

*We will be participating in the picnic in the park and the parade for June Dairy Days.*

*Per Pat Weigel, the roads are still soft and when they firm up we will be doing driver’s training with our new employees.*

*EMS Update:*

*The First Responders will be getting three new skills this year. They will be able to give Aspirin for chest pain patients, they will also be able to give Narcan for overdoses, and then also administer Albuterol for breathing issues.*

**Library** – Ruth Voss reported that the Winter and Spring sessions are now complete. With the Marshfield News Herald making changes to their policies, Lorrie’s report will no longer be in the paper and people can check in at; marshfieldlibrary.org.

**Supervisors:**

**Carolyn Opitz – Garbage, Ordinances**

No Report.

**David Swenson – Highway**

Dave’s report included the road conditions in our township, frost continuing to come out of the roads, yet farmers and businesses are able to use them.

We do have an understanding on all of our bids for our highway projects except for the asphalt maintenance/crack sealing/filling bid which we will be re-visiting soon. More discussion followed and will be outlined in Unfinished Business – Approve Bids for Highway Projects.

**Debra Derfus – Buildings & Grounds, Website**

The website is up, however, it is not yet complete. The bridge in the park area needs repair as it has heaved over the winter/spring months.

**Joe Burger – IOH**

Joe reported that he is getting more information on the IOH. Joe had one contact this past month and the weight was under the limit – no permit needed. Joe is hoping to offer some education to farmers who are currently using the town’s roads.

**Clerk –**

Financial Report for the Month of April 2015

The beginning cash on hand was \$721,673.94. Receipts for the month of April totaled \$41,899.48. Total disbursements for the month were \$58,395.03. In order to reconcile to the cash balance on hand, we add back the \$3,817.48 in unpaid payroll tax liabilities for April, and subtract the March payroll tax liabilities (\$1,916.82) that were paid in April. The ending cash balance at 4/30/15 was \$705,178.39.

Approval of Checks Written from 4/14/2015 to 5/11/2015

The check register from 4/14/2015 through 5/11/2015 totals \$38,919.62 and is comprised of checks numbered 13419 – 13457, excluding voided check # 13426; plus checks numbered 45, 46 and 50.

Debbie/Dave moved to approve the checks as listed above.

Roll Call: All Ayes

Debbie/Dave moved to accept the financial report as presented.

Roll Call: All Ayes

**Treasurer -**

**Financial Report:**

Checking Account Bank Balance	\$217,948.65
Minus: Outstanding Checks	<u>(4,253.96)</u>
Checking Account balance as of 4/30/2015	\$213,694.69
Tax Savings Account	365,914.20
Fire Department Equipment CD	10,102.03
Public Works Replacement Apparatus CD	60,137.51
Park Fund Savings Account	15,004.34
Volunteer Firefighters Fund Savings Account	40,325.62

(4/16/2015 Transfer \$300.00 to Check Acct- Defib Grant)

Total Cash on Hand 4/30/2015	<b>\$705,178.39</b>
<b>Citizens State Bank of Loyal Loan on 2002 Fire Truck</b>	<b>\$140,000.00</b>

Debbie/Joe moved to accept the Treasurer's Financial Report as presented.  
Roll Call: All Ayes.

**Unfinished Business –**

**1. Approve/Disapprove Mutual Aid Ambulance Contract with Stratford F. D.**

On a motion by Debbie and a second by Joe, the Ambulance Services/Mutual Aid Agreements were approved with the Stratford Fire Department. There will be a fee for transferring people, no other fee to be charged.

Roll Call: All Ayes.

**2. Approve/Disapprove Land Division for Jacob and Joey Stueber, Drake Ave.**

John Bujalski was not present to discuss this proposed land division. Item was referred to next month and will be placed on the June agenda.

**3. Discussion of using the town's website as an official posting site.**

Norm to continue to work with Website Master. Norm also to work with the Marshfield News Herald to see about posting our notices of our Town of McMillan meetings with them.

**4. Approve Bids for Highway Projects.**

The approval of the bids were as follows:

**a) Dust Control Solution**

On a motion by Dave, seconded by Debbie, Wisconsin Salt Solutions was awarded the following bid: a minimum quantity of 4,500. gallons of Calcium Chloride with a 38% solution at a unit price of \$.98 per gallon. The price includes delivery, application and fuel surcharge.

Roll Call: All Ayes.

**b) Asphalt Maintenance – Crack Sealing/Filling**

The asphalt maintenance/crack sealing/filling project continues to be studied and will be re-visited at our next meeting – June agenda item.

**c) Base Course**

On a motion by Dave, seconded by Debbie, Paul Bugar Trucking, Inc. was awarded the following bids: 5/8 " Base Course and 3/4 " DOT Gradation No. 2 Aggregate Base Course bids for \$7.15 per ton.

Roll Call: All Ayes.

**d) Road Prep on Drake Avenue**

On a motion by Dave, seconded by Joe, Paul Bugar Trucking, Inc. was awarded the following bid: Grade and upgrade 2 1/4 miles of Drake Avenue (State Highway 97 to County Highway C). The total cost of this project, \$150,076.00. All specifications were met as required.

Roll Call: All Ayes.

## **New Business -**

### **1. Approve/Disapprove Town of McMillan and Marshfield Utilities Affidavit**

On a motion by Joe, seconded by Debbie, approval was given to grant consent for the Marshfield Utilities to construct, remove, operate, or repair power lines, water pipelines, and gas pipelines within the highway limits of the town's jurisdiction.

Roll Call: All Ayes.

### **2. Appointment of new Town Supervisor**

On a motion by Debbie, seconded by Joe, Gary Franz was appointed Town Supervisor. Gary will serve until April, 2016, then his position will be up for re-election.

Roll Call: All Ayes.

### **3. Appointment of new Town Clerk**

On a motion by Debbie, seconded by Dave, Norm Kommer was appointed Town Clerk. This term will be for one (1) year.

Roll Call: All Ayes.

### **4. Re-appoint John Bujalski on Planning Commission**

On a motion by Debbie, seconded by Dave, John Bujalski was appointed to a 3 year term to the Planning Commission.

Roll Call: All Ayes.

### **5. Appointment of new Planning Commissioner**

This position will be reviewed next month and will be on the June agenda.

### **6. Town Supervisors Appointments**

**Carolyn Opitz** - Garbage, Ordinances, Newsletter

**David Swenson** – Highway

**Debra Deraus** – Buildings & Grounds, Website

**Joseph Burger** – IOH Permits, Perform Research for new Town Hall Facility/Space

**Gary Franz** – Newsletter, Perform Research for new Town Hall Facility/Space

### **7. Oath of Offices – Norm Kommer and new Town Supervisor, Gary Franz**

Oath of Offices were given by Norm Kommer – 1 year term and Gary Franz – until April, 2016 – up for re-election.

Dave and Joe gave a brief report on our WTA meeting held at the Town of Day, Rozellville.

Joe/Dave moved to adjourn at 8:00 p.m. All Ayes. Adjourn

Submitted by:  
Norm Kommer, Town Clerk