

**M403 ELM STREET
TOWN BOARD MINUTES
July 13, 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, Gary Franz and Joe Burger – All Present.
Dave joined the meeting at 7:25 PM., he assisted an EMS call in our township.

Visitors: None.

Approval of Minutes

Debbie/Gary moved to approve the Town Board minutes of June 8, 2015.

Roll Call: Debbie, Carolyn, Gary, and Joe – All Ayes.

Reports:

Plan Commission – John Bujalski, absent.

Fire Department - Carolyn reported in Rod's absence, who was attending a training session regarding ImageTrend. She basically covered the following report;

Rod submitted a written report, as follows:

Fire Department Report for the Town Board –7-13-15

Number of calls to date:

EMS Calls – 2EMS calls

Fire Calls - 1 fire call

Motor Vehicle Accident – 1 call

New Applicants to Department – Blair Watt and Aaron Clifton have joined the fire department. There are also three applicants that we are looking at to join. With the addition of these two new members, our roster is now at 19 members strong.

Travis Patton and Amy Segalle have completed the class and passed the state certification for Fire Fighter 1.

The Fire Departments home page has been given to the designer of the Township website. The department also is now on Facebook. The link is

<https://www.facebook.com/pages/McMillanFireDepartment/1455238538108526?ref=bookmarks>. Please feel free to check it out.

Lorrie and I will not be able to attend the meeting for the town board but we have a meeting with ImageTrend for the program that the fire department uses to report all of our calls on. Jason Domres, Assistant Chief, will be attending the town board meeting in our absence.

We are working on payroll for the department through ImageTrend. Norm has access to the payroll report and there are a few glitches to be worked out yet. We are working with ImageTrend to get them worked out at this time.

The hose testing has been completed for the year. Thank you to all the fire fighters that helped with the testing.

For the purpose of discussion the idea is being looked into setting the fire works off on Fox Lane. This will give us greater distance from the crowd. I have also been able to contact everyone that lives on Fox Lane except for the residents at M412 Fox Lane. All other residents have accepted the proposal verbally that we set the fire works off on Fox Lane. If you have any question before hand please feel free to contact me.

EMS Update:

Pat and Ann now have a first aide bag. Pat will carry his in his town truck and Ann will have hers at the town hall. The EMS group received a free jump bag from the State of Wisconsin. Lorrie attended the Service Directors meeting for the State also.

Library – Ruth Voss, absent.

Supervisors:

Carolyn Opitz – Garbage, Ordinances, Newsletter.

Carolyn reported on the Fire Department, referencing Rod's report that is covered above. She mentioned that she has been taking training, for her position here at the Town of McMillan, at Merrill the past two days. She also mentioned the Fall Newsletter, which will be coming out prior to Fall Fest, held on Saturday, September 12th.

David Swenson – Highway

Dave's report included the road conditions in our township. Base course product has been put down on Galvin and Birch roads. Grass mowing continues to be done through the summer months. Calcium chloride has been put on some of our roads with more to follow this month. Severe storms from early Monday morning caused flooding, especially in Zig Circle, and many trees and tree branches had to be picked up in our township.

Debra Derfus – Buildings & Grounds, Website

More items are being added to the township's web-site, particularly our Fire Department. The bridge in the park area will be repaired as it heaved during the winter months, cost of approximately \$1,000.00. The township has purchased a gazebo for \$13,010.00, the first ½ will be paid in July. New lights, wiring and repairs have been taking place in both the Fire Department and the Park Pavilion, total costs of \$830., for labor and parts.

Joe Burger – IOH PERMITS – TOWNHALL MAINTENANCE

Joe reported that he has studied the Town Hall facility, especially the mold problem. He is recommending that we raise our present facility by 8 ", pouring concrete underneath the building and then tile the water away from the building. He feels this would be much more reasonable in costs than to build a new facility. More studies will be completed this coming month. Discussion pertained to granting Ken and Karen Seehafer permission to place pipes underneath both Birch and Staadt roads for manure handling purposes. More discussion to take place at our next town board meeting.

Gary Franz – NEWSLETTER – TOWNHALL MAINTENANCE

A fall Newsletter is being planned. Articles for the Newsletter need to be submitted to Gary or Norm by mid-August. Gary will also study the plans for the Town Hall as the Town Board remedies this situation.

Clerk –

Financial Report for the Month of June, 2015

The beginning cash on hand was \$666,157.03. Receipts for the month of June totaled \$15,184.28. Total disbursements for the month were \$70,040.50. In order to reconcile to the cash balance on hand, we add back the \$1,553.84 in unpaid payroll tax liabilities for June, and subtract the May payroll tax liabilities of (\$1,834.56) that were paid in June. The ending cash balance at 6/30/15 was \$611,300.81.

Approval of Checks Written from 6/9/2015 to 7/13/2015

The check register from 6/9/2015 through 7/13/2015 totals \$119,271.36 and is comprised of checks numbered #13507 - #13582, excluding voided checks, # 13522, # 13573 and # 13579. Also, excluded are checks #13574 through #13578 – payroll for 7/16/15. Also, does include hand written checks #55 – #57.

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	\$147,751.34
Minus: Outstanding Checks	<u>(12,887.34)</u>
Checking Account Balance – 6/30/2015	\$134,864.00
Tax Savings Account	366,036.52
Fire Department Equipment CD (9/12/15)	10,102.03
Public Works Replacement Apparatus CD	60,137.51
Park Fund Savings Account	15,006.35
Volunteer Firefighters Fund Savings Account	25,154.40
(Transferred \$15,175.88 to Check. Acct. - ½ Payment of Fire Dept. Truck Loan 6/9/15)	
Total Cash on Hand – 6/30/2015	\$611,300.81
Citizens State Bank of Loyal Loan on 2002 Fire Truck	\$113,392.76

Debbie/Joe moved to transfer \$100,000.00 from Sav.

To Check. Roll Call: All Ayes.

Debbie/Joe moved to accept the Treasurer's Financial Report as presented.

Roll Call: All Ayes.

Unfinished Business –

NONE

New Business -

1. Review/Approve Insurance Coverage for Fall Fest/Fire Department and Placement of Fire Works for display.

Dave/Debbie moved to approve insurance coverage through Statewide Services, Inc./Rural Mutual Insurance Company, coverage protecting the Town of McMillan/Fire Department for setting off fireworks the evening of September 12th/Fall Fest. The cost will be \$849.75 for \$1,000,000. coverage.

Roll Call: All Ayes.

Dave/Debbie moved to approve of the placement for the fireworks, to be on Fox Lane, just east of the Fire Department building. All of the neighbors approved of this action except for one. This neighbor was not home but Rod will contact this party prior to the event.

Roll Call: All Ayes.

2. Review/Approve modified Town of McMillan Fireworks Permit.

Dave/Debbie moved to approve the modified Town of McMillan Fireworks Permit form. This permit form was updated to include new ordinances and other new information.

Roll Call: All Ayes.

3. Review/Approve Schenck proposals regarding audit or review of our work for year ending Dec. 31, 2015.

Joe/Debbie moved to approve a Review of our work for year ending 2015 at a cost of \$3,600. This work will be performed during the first/second quarter of 2016, for year ending 2015.

Roll Call: All Ayes.

4. Approve/Disapprove action on Public Works Apparatus CD, matures on 7/20/15.

Dave/Debbie moved to renew Public Works Apparatus CD for 6 months.

Roll Call: All Ayes.

Dave/Debbie moved to adjourn at 8:15p.m. All Ayes. Adjourn

Submitted by:

Norm Kommer, Town Clerk