

M403 ELM STREET
TOWN BOARD MINUTES
September 12, 2016 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, Joe Burger – All present

Visitors: None

Comments from Audience: None

Approval of Minutes: Joe/Debbie move to approve August 8, 2016 as printed and presented. Roll Call: Debbie, Dave, Carolyn, Gary, Joe – All Ayes
Gary/Debbie move to approve August 19, 2016 as printed and presented. Roll Call: Debbie, Dave, Gary, Joe - All Ayes Carolyn: Abstain

Reports: Plan Commission – John Bujalski – Absent – Carolyn announced the public hearing on the CIP scheduled for September 26th at 7pm.

Fire Department – Adam Knapp – Number of calls to date: EMS Calls – 4 EMS calls Fire Calls – 1 False Alarm 1 Motor Vehicle Accident New hires for the department: We have interest from two individuals at this time. We currently have 6 fire fighters in classes. The classes range from Fire Fighter I to Officer I. The department has had another successful Fall Festival. No financial numbers to report at this time. We would like to thank everyone that helped make it a success again this year. The upcoming months training for the department will be pump training on the tankers. EMS Update: Lorrie is working on the operational plan for the service upgrade. The EMS group has two individuals that are currently taking EMT.

Debbie mentioned the Board previously getting the reports prior to the meetings via email. The Clerk forwarded the report to the Board and has given email addresses to the fire department.

Library – Ruth Voss – New building is open. Ribbon cutting September 6th, very well attended. Grand opening November 13th at 12pm – 4pm.

Supervisors Reports: Carolyn Opitz – Garbage, Ordinances, Newsletter – Dave attended the garbage meeting in Carolyn's absence, at which the contract with Advanced was approved through 2020. Towns of Lincoln & Rock were responsible for tire recycling event. Dale Marth of Advanced was at the meeting and talked about billing which begins in January. Any new town residents will contact the Clerk who will in turn contact Advanced to get on the list. Towns of McMillan/Marshfield will be responsible for upcoming collection of tires, have a receipt the qualifications are so many tires free, large tractor tires will be billed individually, still need the red card. One township representative from each town is needed to count money as well as 3 or 4 volunteers. Budget was changed from \$106,500 to \$107,000; part is funded by state grants. Next meeting is Dec 14th at 7:30 at Cameron Town Hall.

Ronnie Derfus asked when and where the next tire recycling event will be? At Pankratz Trucking the last Saturday in April 2017. Debbie how much garbage/recycling costs are going up with new contract? Carolyn said usually \$.50 along with the fuel escalator.

Carolyn's report continued with nothing new on ordinance, newsletter was very nice. There was a bad accident on Hwy 97 where she was able to contact state safety officer for state highways about speed limits and possibly reducing them. The Safety Officer gave information and the Town will pursue that.

Dave Swenson - Highway – Dave's report included that Pat has been cutting grass, grading gravel roads. Galvin Ave project has been completed where American Asphalt wedged, tack and top coat for \$110,445 from Elm to 97. Still need to shoulder and stripe this fall. Rest of report is on Mann Road bids, in new business portion. Acceptance of Coach light and Sunset in the Williams Subdivision, met the approval at the different phases of construction, qualifying documents for final review with all contractors that were there: Redetzke, Marawood, and Earth. Been shouldered and meets town specs for new roads.

Joe asked when Galvin is planned for shouldering? There is no set date at this time.

Debbie Derfus – Buildings and Grounds, Website – Michelle Hamus shared with Debbie there have been 8 robberies in the area, on Birch, Winterberry, Davis Lane and Felton. There was an incident with lawn mower, a stake that was left in the lawn went through the mower. Adam Knapp witness the accident and picked up the stake. Ron Derfus believes the damage is to the blades which cost \$89 a set, but the machine isn't taken apart yet. Dorothy Olson asked about insurance. Debbie responded that as a contractor Ron is insured by this damage was caused by negligence and his deductible would probably be higher than the cost of repairs.

Joe Burger – IOH Permits, Town Hall Maintenance, County Addressing – Nothing to report regarding IOH. Town Hall maintenance: still need to make contact with contractor. Addressing: he's received no response on his questions yet. People are reading newsletter as he's received calls from people on the addressing. Joe's received questions on streets tonight; if any streets are getting sign names now; and are they checking that there are no duplicates in the county? Unsure if duplicates are being checked with new subdivision roads in the townships at this point in time. Joe explained Marathon County plans on paying approximately \$20 an address to the townships to use anyway the Town chooses towards addressing. Discussion also included budget for street signs, a survey received from the county regarding signs and address/posts. The county may create a directive on how to place posts and signs. Joe asked if there was an established protocol and that will be followed up on. Dates were also discussed and at this point, are still set for 2017. The hope is to complete everything and be ready for signing by the end of 2017 to be done by 2018.

Gary Franz – Newsletter, Town Hall Maintenance – Gary thanked everyone for getting their newsletter articles in. Nothing further to report.

Clerk – Approval of Checks and Financial Report - Financial Report for the Month of August 2016

Beginning balance of \$357,516.72. Total receipts were \$162,641.06. Total disbursements were \$47,673.55. Ending balance of all accounts totaled \$472,484.23.

Approval of Checks – The check register from August 19th through September 12th total disbursements \$146,593.54 and is comprised of checks 14362 - 14411 including electronic checks 96-98; with voided checks 14361, 14412 & 14413. Please note that checks 14359 & 14360 listed in the check list were approved during the August 8, 2016 Board Meeting.

Debbie/Joe moved to accept the financial report and checks as presented. Discussion: Gary asked for further info on KBIS and Vernox checks. KBIS is the company that did the bridge inspection & Vernox is the company that worked on both Treasurer and Clerk computers; software, laptop, file transfers, etc. Roll Call: Debbie, Dave, Carolyn, Gary, Joe – All Ayes. Motion carried.

Treasurer – Financial Report

CHECKING ACCOUNT BALANCE, BANK	158,356.12
LESS OUTSTANDING CHECKS	-5,458.29
PLUS OUTSTANDING DEPOSITS	0.00
RECONCILED CHECKING ACCOUNT BALANCE	<u>152,897.83</u>
TAX SAVINGS ACCOUNT	229,465.77
PARK FUND SAVINGS ACCOUNT	8,953.07
VOLUNTEER FIREFIGHTERS FUND SAVINGS ACCOUNT	33,139.41
FIRE DEPT EQUIPMENT CD (9/12/2016)(.015 %)	20,120.17
PUBLIC WORKS REPLACEMENT APPARATUS CD (11/18/2016)	27,907.98
	<u>472,484.23</u>

Citizens State Bank of Loyal Loan (2002 Fire Truck)	<u>113,392.76</u>

Discussion: CD discussion including renewal. Believed to be automatic renewal, Treasurer will check.

Dave/Debbie moved to approve the Treasurer's report as presented. Roll Call: Debbie, Dave, Carolyn, Gary, Joe – All Ayes. Motion carried.

Unfinished Business: None

New Business:

Discussion of Bid for Mann Street Project – Set Special Meeting Date to Open Bids – Have received some bids, but would like to open Wednesday. There was discussion of dates, figured off a day or two so to be safe. Clerk explained Code 985 and Class 2 bidding. Debbie/Dave move to set special meeting date to Sept 14th at 7pm. Posting discussed. Roll Call: Debbie, Dave, Carolyn, Gary, Joe – All Ayes.

Approve/Disapprove Call for Bid for Mann Street Paving to Follow TRI Project Construction – Carolyn explained that paving is not included in grant. Dave/Debbie moved to approve the call for bid for Mann Street Paving to follow TRI project construction. Discussion: Previous bids were only for prep work. What was the budget estimates for the prep work and paving? Length of project 760 feet? Roll Call: Debbie, Dave, Carolyn, Gary, Joe – All Ayes.

Approve/Disapprove Turnout for Transportation Identify 3 Examples of Specific Infrastructure Situations – Joe read the letter from WTA regarding turnout for transportation meeting taking place at 7pm Thursday September 29th – locations to be posted
Joe will put together photos and situations requested by the town's association and get those sent out. Plans to include Mann, Bridges and budget concerns.

Joe mentioned during last month report he talked about Just Fix It, he's been in contact with Bob Kulp who gave Joe a flash drive with the public radio broadcast; listened to it and given to Dave. Also got responses to email for just fix it from Gov Walker, Joe read both messages. He will continue to write to Governor's office with more discussion on transportation funding.

Approve/Disapprove Coachlight & Sunset Drive – Roads for Williams Subdivision – Debbie asked for clarification that the roads have already been named, and the Board is accepting with everything done like it's suppose to be done. Carolyn stated the roads were inspected by Tom Hardinger during the phases of constructions, and that there are affidavits from Marawood, Earth and Redetzke. Dav/Joee move to approve Coachlight and Sunset Drive roads in Williams Subdivision to be added to Town of McMillan roads. Discussion: included length of roadways and clarification on the location; also discussed was Coachlight being redone by the contractor. Roll Call: Debbie, Dave, Carolyn, Gary, Joe – All Ayes.

Set Date for Budget Workshop – The first workshop will be Tuesday, September 27th at 6pm.

Approve/Disapprove Menards Charge List – Those authorized to charge at Mendards are Adam Knapp, Rodney Bauer, Pat Weigel, Ron Derfus, and Carolyn Opitz – Dave/Debbie moved to approve those individuals mentioned for the Menards charge account. Discussion: Do all the people listed want to stay on the account? Yes, they've all signed the paperwork to continue. Roll Call: Debbie, Dave, Carolyn, Gary, Joe – All Ayes.

Joe moved to adjourn the meeting at 8:02 pm. Debbie second. All in favor. Motion carried.

Respectfully submitted,
Patti Rahn