

**M403 ELM STREET
TOWN BOARD MINUTES
September 14, 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.

Visitors:

None

Comments from Audience:

Paul Mancl requested that the Agenda for our Town Board Meeting be placed on our Web Site as soon as possible.

Approval of Minutes

Debbie/Dave moved to approve the Town Board minutes of August 10, 2015, noting the correction in the minutes, that we are receiving quotes, so we can upgrade the lighting in the Highway Buildings.

Roll Call: Debbie, Dave, Carolyn and Gary – Ayes. Joe abstained from voting as he was not at the August Board Meeting.

Reports:

Plan Commission – None

Fire Department - Rod submitted the following report;

Fire Department Report for the Town Board –9-14-15

Number of calls to date:

EMS Calls – 5 medical calls

Fire Calls - 1 Motor Vehicle accident

We made it through another Fall Festival. The department would like to thank everyone who helped out with Fall Festival. Everyone who attended seemed to have a good time. The department has purchased a Microsoft Surface Tablet to do fire inspections and vehicle inspections on. Lorrie is working with Image Trend to get all of the applications on the tablet.

The fire department will be starting our annual drivers training for everyone, so you will be seeing the fire trucks out and about more in the next few weeks.

EMS Update: We will be obtaining a new skill in September. After the EMS training and the states approval, we will be able to administer Albuterol.

Library – Ruth Voss reported that her library article will be published the first part of each month. Boson Company will begin construction shortly on the Senior Building in the new Everett Roehl Library Complex.

Gus Wenzel/Constable - Gus reported that the home between Wisconsin Homes and the major power lines along west McMillan Street in Marshfield has many cats. Our Town Board, the City of Marshfield, MAPS and Sandy Strey will meet and study the situation so the problem can be rectified.

Supervisors:

Carolyn Opitz – Garbage, Ordinances, Newsletter.

The Town of McMillan Fall Newsletter was received by all of the town residents prior to Fall Fest. Our Town policy regarding the collection of recyclables will be reviewed for frequency of pick up.

David Swenson – Highway

Routine maintenance has continued through the summer and fall months on our highways and roads. Shouldering has now been completed on Callaway Road with the anticipation that it will be a Town of McMillan road by this year-end. The bridge railing on North Galvin/Little Eau Plaine River will need extensive repairs with the result of an automobile accident this past month. With the new highway construction on County Trunk E this past summer, much impact and concern now exists for Galvin, Elm and other roads in our township.

Dave/Debbie moved to accept the quotes as presented, for the potential purchase of a 2016 Plow Truck, and to hold the quotes for further study as the Town Board begins the 2016 Budget process.

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

Debra Derfus – Buildings & Grounds, Website

The Gazebo is in place with the top of it still needing to be sealed. Finishing touches will be done on the benches and other areas of the Park. Insurance has been placed on the Gazebo in the amount of \$15,000.

Joe Burger – IOH PERMITS – TOWNHALL MAINTENANCE

Joe's report consisted of three (3) different approaches to resolving our physical problems with our building.

1 – Re-do the complete landscaping around the building, costing \$20,000. - \$30,000. 2 – Raise the existing building 6" to 12", costing \$100,000. and 3 – Build a new town hall, costing \$200,000. to \$250,000. Joe and Gary will continue to study the Townhall project and its maintenance.

Gary Franz – NEWSLETTER – TOWNHALL MAINTENANCE

Gary reported that the Fall Newsletter was sent out to our town residents prior to Fall Fest. Gary reported that some of our holding tanks need repair as they are leaking. He will be contacting Ron Meyer & Sons as to what needs to be repaired.

Clerk –

Financial Report for the Month of August, 2015

The beginning cash on hand was \$538,095.59. Receipts for the month of August totaled \$140,523.18. Total disbursements for the month were \$80,115.64. In order to reconcile to the cash balance on hand, we add back the \$1,730.73 in unpaid payroll tax liabilities for August, and subtract the July payroll tax liabilities of (\$4,745.64) that were paid in August. The ending cash balance at 8/31/15 was \$598,503.13.

Approval of Checks Written from 8/12/2015 to 9/14/2015

The check register from 8/12/2015 through 9/14/2015 totals \$93,582.74 and is comprised of checks numbered #13631 - #13635, the payroll for 8/13/15, also, checks numbered #13640 - #13720, excluding voided checks, #13656 and #13707. Also, does include hand written checks #61 - #63.

Debbie/Dave moved to approve and accept the Clerk's financial report and the checks as listed above.

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

**Treasurer -
Financial Report:**

Checking Account Bank Balance	\$236,752.68
Minus: Outstanding Checks	(8,356.18)
Checking Account Balance – 8/31/2015	\$228,396.50
Tax Savings Account	266,131.84
Fire Department Equipment CD (9/12/15)	10,102.03
Public Works Replacement Apparatus CD	60,212.06
Park Fund Savings Account	8,502.88
Volunteer Firefighters Fund Savings Account	25,157.82
Total Cash on Hand – 8/31/2015	\$598,503.13
Citizens State Bank of Loyal Loan on 2002 Fire Truck	\$113,392.76

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

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

Unfinished Business –

NONE

New Business –

1. Discussion/Approve/Disapprove of SOP113 for the Town of McMillan Fire Department.

Joe/Debbie moved to approve SOP113 for the Town of McMillan Fire Department, Educational Reimbursement.

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

2. Open Bids for 2016 Plow Truck. Board action taken under Dave’s report above – Highway Report.

3. Approve/Disapprove Renewal of Fire Dept. Equip. CD.

Debbie/Gary moved to renew CD for 6 months.

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

4. Discussion – Ann Juncer, Treasurer retiring as of October 23, 2015.

Debbie/Dave moved to accept the retirement of Ann Juncer as of October 23, 2015.

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

Reminder: 2016 Budget Meeting to be held on September 23, 2015.

Debbie/Dave moved to adjourn at 8:20 PM. All Ayes. Adjourn.

