

TOWN OF MCMILLAN
M403 ELM STREET
SPECIAL TOWN BOARD MEETING MINUTES
December 30, 2013 6:30 PM

The meeting was called to order at 6:30 p.m. by Chairperson Opitz.

The pledge of allegiance was recited.

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

Clerk – Approval of Checks and Financial Report

Denise reported checks issued from December 10 to December 30 totaled \$57,426.98; which includes check numbers 12357 to 12423, four payroll deposits, and one checking account debit for the purchase of QuickBooks checks and year-end payroll tax forms.

We started the month with cash on hand totaling \$648,969.36. After receipts totaling \$4,124.86 and disbursements totaling \$98,248.15 and the add-back of voided check number 11995 in the amount of \$29.85, the ending balance of cash on hand at 12-30-13 is \$554,875.92.

Debbie commented that her federal withholding tax is incorrect. Denise will look into it and correct if necessary.

Motion by Debbie/Dave to approve checks numbered 12357 to 12423 and the five electronic transfers listed above, with correction of Debbie's payroll check. Roll Call: All ayes.

Treasurer – Financial Report and Designation of Year-End Funds

Ann reported a checking account balance of \$291,927.62, plus \$262,948.30 in CD's and savings accounts, resulting in a TOTAL CASH ON HAND of \$554,875.92 as of 12-30-13.

The fire department savings account balance is \$48,502.51, which includes a \$770 transfer from the checking account. This was money from Community Days, plus a \$200 donation.

Collected \$1,025,070.45 in taxes as of this morning.

Dave/Debbie moved to approve the financial report as presented. Roll Call: All ayes. Motion passed unanimously.

Designation of Year-End Funds:

Beginning with a checking account balance of \$291,927.62 as of 12-30-13 -

Fire Department Allocation -

Geoff stated that we had originally agreed to **\$25,000** to fire department apparatus.

Kevin also wants to allocate **\$15,000** from Fall Fest into a CD. Ann said that will have to wait until the CD matures at the beginning of February.

So this will be a total of **\$40,000** going into the fire department.

\$20,000 will be rolled over into Public Works Replacement Apparatus, making it \$40,000.

Rural Insurance -

\$19,864 for the annual premium.

How much money do we want to carry over into 2014?

Rick suggested that **\$20,000** should be enough to carry over into the general fund, since we do not have many O/S bills in January. That would leave approximately \$207,000 to be transferred into the Highway Fund.

Debbie/Rick moved to designate the following funds:

\$25,000	Fire Department Apparatus
\$20,000	Public Works Replacement Apparatus
\$19,864	Rural Mutual
\$20,000	Checking Account
\$207,000	Road Maintenance

Roll Call: Debbie, Dave, Carolyn, Rick - All ayes. Geoff – No. Motion passed

Board agreed to put the \$207,000 for Highway into a three-month CD.

Geoff asked for specific projects on which the road money will be used? Dave and Carolyn presented a list of proposed projects. Geoff asked, “If we’ve already budgeted for the work that needs to be done in 2014, then where will we be using the \$207,000 when the CD comes due?”

Rick answered that, if the money is put into a three-month CD, that will give the board a couple months to review where they want to allocate the money.

OLD BUSINESS:

Approval/Disapproval of Rural Mutual Insurance Policy Renewal

Carolyn asked Jennifer of Rural Mutual Insurance if we could extend our policy for another month so that we could get some bids. The answer was “No, not without a penalty.” According to the letter that Carolyn received from Rural, “if confirmation of renewal is not received by the date following our first meeting in January, our insurance coverage ceases and will be cancelled back to 1-1-14.”

Debbie/Dave moved that we should approve our policy with Rural for this year and that we should put this out for bids next fall. Roll Call: All Ayes. Motion passed unanimously.

NEW BUSINESS:

Approval/Disapproval of Deputy Treasurer and Salary

Carolyn stated that Ann is asking for a deputy treasurer to help her through this busy time period. Carolyn/Dave moved to approve the hiring of a deputy treasurer, with consideration of a salary.

Ann explained that the tax bills came in, Denise had already made plans to be gone, and Ann could not hire help because she does not make enough money to pay for help out of her own salary.

Geoff suggested that we hire an office assistant who is available to help out during the busy times.

Are we too late already this year? Ann stated that we may be past the really crazy time since the end of the year is tomorrow; therefore; it may be a moot point now, but should be considered for 2014.

Anyone that we would hire would have to be bonded.

Rick suggested that Ann put together a report of hours worked during the tax season. With that, we would know what we’re looking for in a temporary employee. Then we can have it as an agenda item to discuss.

Roll Call: Debbie – no; Dave – aye; Carolyn - aye; Rick – no; Geoff – no. Motion failed.

Discussion of Allar Snow Removal Business

There have been complaints on the hours of operation - the roaring engines, clanging dump trucks, and other noise - all through the night.

Debbie – Have we had any complaints in writing? None yet.

Tom, a neighbor, was at the meeting. He talked about noise pollution and no ability to sleep at night when they're moving that snow around. Tom has been doing a little research on the internet to try to figure out what can be done. He found some maps, and he believes that snow and salt are being dumped on a well-replenishment area, a conditionally-sensitive area. He lives 1/3 of a mile from that location and he can't sleep because of the excessive noise.

Dave stated that he was under the impression that it was a much smaller business, and it has ballooned. The property is zoned agriculture. Dave thought there were 4-10 trucks when they originally approved it. Now he believes there are 20-30 trucks dumping there.

Are other contractors hauling snow to this site? Or is he sub-contracting someone? Tom state that there are trucks coming in every 6 minutes, or so.

Rick remembered that when the re-zone was approved, the issue was to be re-visited in a year. It does not appear in the minutes that way, but if it is on tape, they could amend the minutes and bring it up again.

The property is currently zoned Agriculture Transition Zoning (A-4). Does his business fit into this? We need to determine if he is a commercial business. If so, he is not in compliance with the zoning.

It was suggested that we have a joint board-plan commission meeting and invite the neighbors in to discuss this. The Plan Commission next meets the 4th Monday of the month, which is 1/27/14. The board should plan to be there to discuss this.

We need to get complaint letters from the neighbors.

Tom would like to eliminate the night-time hours of operation. But, what kind of resolution is there? That is the nature of his business.

Carolyn stated that she has already gone through the ordinances and there is nothing in the ordinances about noise abatement in the middle of the night.

Is this area joint with the City of Marshfield? Do we need to get the city involved too? Tom believes that the City would want to know what they're dumping on the well head.

Geoff/Rick moved to adjourn at 7:40 p.m. All Ayes.

Adjourn

Submitted by:
Denise Barg, Town Clerk